Common Council

Regular Meeting

Agenda - Revised

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

Tuesday, August 19, 2025 | **7:30 PM** | **Council Chambers and Virtual**

Pursuant to Wisconsin Statute 19.84, Notice is hereby given to the public that a meeting of the **Common Council** of the City of De Pere will be held on **August 19, 2025** at **7:30 PM** in the **COUNCIL CHAMBERS, 2ND FLOOR CITY HALL, 335 S. BROADWAY STREET. DE PERE**.

The Public or Members of the Common Council, which may count toward an official quorum, may attend the meeting either in person in the Council Chambers or telephonically or electronically via video conferencing or other appropriate technological means. Telephonic or electronic 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
United States: +1 (312) 757-3117
Access Code: 154-883-285

This meeting may also be rebroadcast on TV throughout the week and available on demand at https://deperewi.portal.civicclerk.com/.

1. Call to Order

    1. Roll Call.

    2. Pledge of Allegiance.

    3. Appointment of Casey Nelson as Fourth District Alderperson to fill vacancy.

        Common Council
        Casey Nelson - Fourth District
        Term to Expire: April 30, 2028

    4. Appointment to the Board of Park Commissioners by Mayor Boyd.

        Board of Park Commissioners
        Olivia Alberson - Teen Advisor
        Term to expire: July 31, 2027

    5. Approval of the minutes of the August 5, 2025 Common Council meeting.

6. 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 Common Council. §6-3(f) DPMC

7. Recommendation from Finance/Personnel Committee to authorize Police Department Request for Over Hire.

8. Recommendation from the Board of Public Works to consider and approve City Entrance signs.

9. Recommendation from the Board of Public Works on award of Contract 25-21 City Hall First Floor Remodel to IEI General Contractors in the amount of $268,831.00.

10. Recommendation from the Board of Public Works to proceed with proposed new West Side Yard Waste Site and wetland mitigation.

11. Recommendation from the Board of Public Works on installation of the Vercada gate system with card access for yard waste site security and monitoring.

12. Resolution #25-87 Authorizing Renewal Service Agreement with HydroCorp, LLC (Cross-Connection Control).

13. Resolution #25-88 Authorizing Intergovernmental Agreement with the Town of Ledgeview for O'Keefe Road Resurfacing.

14. Resolution #25-89 Authorizing Execution of U.S. Department of Health and Human Service Assurance of Compliance Form 690 (HHS Grants Policy).

15. Resolution #25-90 Approving State of Wisconsin Department of Health Services Grant (Tuberculosis Dispensary Contract).

16. Resolution #25-91 Authorizing Extension of Agreement for Statutory Assessor, Maintenance and Annual full Market Revaluation Services for 2026 with Accurate Appraisal LLC.

17. Resolution #25-92 Authorizing Brown County Intergovernmental Property Tax Bill Agreement (2025-2026 Tax Bill Preparation, with Mailing Option).

18. Resolution #25-93 Authorizing Emergency Medical Service Agreement with the Village of Ashwaubenon.

19. Resolution #25-94 Authorizing Transfer of $10,000 from Unassigned Reserves to fund Police Department Garage Fire Remediation.

20. Resolution #25-95 Authorizing Miron Construction Co., Inc. to Award Precast Concrete Supply Contract 03.40 to Wells Concrete Products Co. in the amount of $1,787,579.00, related to the construction of a public parking ramp on Parcel ED-875, 230 North Wisconsin, De Pere, Wisconsin.

21. Discussion on the status of the development and development options for the former Irwin School property.

22. Consideration and Possible Action on the Redevelopment of Public Property generally located North of the Claude Allouez Bridge, West of Broadway Street, East of Front Street and South of George Street.

    PLEASE TAKE NOTICE that the Council may convene in closed session pursuant to Wis. Stat. §19.85(1) for agenda item 21:
    (e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. The Council may then reconvene thereafter in open session pursuant to Wis. Stat. §19.85(2) to take action on any matter discussed in closed session or for such other purposes as are allowed by law.

2. Future Agenda Items

3. Adjournment

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

Agenda Sent To:
Alderpersons
City Manager
Mayor
Department Heads
TV, Newspapers & Radio Stations
Kress Family Library
De Pere Chamber of Commerce

City of De Pere, Wisconsin **1.3**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Administration
FROM:	James Boyd, Mayor
SUBJECT:	Appointment of Casey Nelson as Fourth District Alderperson to fill vacancy.
RECOMMENDED ACTION:	Approve

Casey Nelson is a native of Wisconsin and has lived in De Pere since 2013. He is married (Nicole) and has three children (11, 9 and 6 years old) and has previously worked as a pharmacist at the VA in Green Bay. Now he works for a lab company and travels around talking to physicians about new ways to test patients. Casey is a big fan of animals and shares his household with two dogs and two cats and was able to cross off a major bucket list item earlier this summer when he got to see a (giant) panda in person for the first time. Casey has previously had the opportunity to serve as an alderperson in De Pere and is very much looking forward to again serving the citizens of District 4.

ATTACHMENTS:
None

City of De Pere, Wisconsin **1.4**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	City Clerk
FROM:	James Boyd, Mayor
SUBJECT:	Appointment to the Board of Park Commissioners by Mayor Boyd.
RECOMMENDED ACTION:	Recommend approval of appointment.

I am submitting the following name for appointment as Teen Advisor for the Board of Park Commissioners at the August 19th meeting of the Common Council. I am asking you to please contact me in advance of the meeting if you should have an issue with the appointment.

Olivia Alberson

Olivia is very interested in being on the Board of Park Commissioners. Olivia participated in the ground-breaking ceremony and opening ceremony for the VFW pool. Olivia has also grown up going to the VFW pool and surrounding parks. Olivia works at the VFW pool and Legion pool. She also enjoys playing volleyball and competing in track at West DePere High School where she is a junior.

ATTACHMENTS:
None

City of De Pere, Wisconsin **1.5**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	City Clerk
FROM:	Carey Danen, City Clerk
SUBJECT:	Approval of the minutes of the August 5, 2025 Common Council meeting.
RECOMMENDED ACTION:	Approve

ATTACHMENTS:
8-5-25 Common Council minutes draft_updated

Common Council

Regular Meeting

Minutes

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

Tuesday, August 5, 2025 | **7:30 PM** | **Council Chambers/Virtual**

I. Call to Order

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

1. Roll call.

   Present: Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

2. Pledge of Allegiance.

3. Approval of the minutes of the July 15, 2025 Common Council meeting.

RESULT:	**APPROVED [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Shana Ledvina
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

4. 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 Common Council. §6-3(f) DPMC

   None.

5. Green Bay Metro Transit update.

   Transit Director Patty Kiewiz explained the recent service changes that have been implemented. GB Transit has not offered a fixed route bus in De Pere for several years, only their microtransit (on-demand) service. This operates like Uber or Lyft, and is the same cost as a monthly bus pass. In July, Green Bay Metro rolled out two new zones for their overall coverage area. With this change, they can run the on-demand service until 11:30 PM, and it gives them more ability to expand services when and if they need to. Ms. Kiewiz then reviewed general hours of service and how to book a ride. She explained that due to the popularity of the program, there can be up to a 25-minute response time when you book microtransit. They are monitoring this because they don't want the wait time to be longer than you would wait for a traditional bus. Ms. Kiewiz answered questions about the status of federal funding for their programs; the potential to add service on Sundays; and the fixed route that they provide for Notre Dame Academy students. For more information, De Pere residents can visit www.greenbaymetro.org, or call their Travel

Training Coordinator at 920-448-3450.

6. Resolution #25-83 Approving Home Improvement Loan and authorizing disbursement to Susan A. Cherney-Brosig (618 North Clay Street - Parcel ED-1128-L-22).

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

7. Resolution #25-84 Approving Façade Improvement Project and authorizing disbursement of grant (301 Main Avenue - Parcel WD-906).

   Development Services Director Dan Lindstrom reported that the property owner has been receptive to incorporating traditional facade components on the building.

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Jonathon Hansen
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

8. Resolution #25-85 Approving Façade Improvement Project and authorizing disbursement of grant (305 Main Avenue - WD-907).

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Dan Carpenter
SECONDER:	Pamela Gantz
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

9. Resolution #25-86 Authorizing Temporary Limited Easement to the Wisconsin Department of Transportation (Parcel ED-287).

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Devin Perock
SECONDER:	Jonathon Hansen
AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

10. Reappointments to the following boards and commissions by Mayor Boyd:

Board of Appeals

Bob De Groot, Michelle Manke, Andy Van Remortel
Terms to expire: June 30, 2027

Scott Bonfigt, Mike LaBouve, Krista Seidl
Terms to expire: June 30, 2028

Board of Health
Teresa Gulyas
Term to expire: April 30, 2028

Board of Park Commissioners
Jim Kneiszel
Term to expire: April 30, 2027

Randy Soquet
Term to expire: April 30, 2028

Commission on Aging
Rae Ann Doolan, Theresa Reiter, Larry Vande Hei
Terms to expire: April 30, 2028

Green Bay Area Room Tax Commission
Pam Manley
Term to expire: April 30, 2026

Housing Authority
Patti Golueke
Term to expire: December 1, 2030

Plan Commission
Grant Schilling
Term to expire: April 30, 2027

Brenda Busch, Mark Higgins, Shane Raymaker
Terms to expire: April 30, 2028

Police & Fire Commission
Erin Bongers
Term to expire: April 30, 2030

Redevelopment Authority
Julie Van Straten
Term to expire: September 30, 2029

RESULT:	**ADOPTED BY ROLL CALL VOTE [UNANIMOUS]**
MOVER:	Shana Ledvina
SECONDER:	Amy Kundinger

AYES:	Dan Carpenter, Mike Eserkaln, Pamela Gantz, Jonathon Hansen, Amy Kundinger, Shana Ledvina, Devin Perock, James Boyd

II. Future Agenda Items

Alderperson Hansen requested an update on the timeline for installing the new neighborhood watch signs and removing defunct ones.

III. Adjournment

Mayor Boyd moved, seconded by Alderperson Kundinger to adjourn the meeting at 8:06 PM. Upon vote, motion carried unanimously.

Respectfully submitted,
Carey Danen, City Clerk

City of De Pere, Wisconsin **1.7**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Police
FROM:	Jeremy Muraski, Police Chief
SUBJECT:	Recommendation from Finance/Personnel Committee to authorize Police Department Request for Over Hire.
RECOMMENDED ACTION:	Motion to Approve.

The Finance/Personnel Committee voted unanimously at its meeting on August 12, to authorize the over hire of two individuals and forward its recommendation to the Common Council for final approval. A budget amendment would be brought forward for approval at a later date once the economic impact is determined.

ATTACHMENTS:
Request for Overhire Fall 2025

DE PERE
POLICE DEPARTMENT

325 S. Broadway
De Pere, WI 54115
920-339-4079

Jeremy A. Muraski
Chief of Police

To: Finance and Personnel Committee, De Pere City Council

From: Jeremy A. Muraski, Chief of Police

Date: August 6, 2025

Subject: Request for Authorization to Over Hire 2 Police Officers

As mentioned in a previous spending request, law enforcement recruitment is extremely challenging and high-quality, high-character candidates are in relatively short supply. As of today, we have one lateral transfer candidate in the hiring pipeline which would give us our previously authorized over hire for 2025. We would only be at top staffing for a very brief time however as our department has two anticipated retirements in the next 4 months which would drop us back down to having one vacancy from our normal authorized staffing level, and leaving us with no over hire. I am also anticipating another retirement in September of 2026.

I am therefore asking for permission to hire two individuals, most likely in November or December, which would be short term over hires, allowing us to at least partially train the officers prior to the two officers retiring. This process would be for experienced, certified, lateral transfer type officers only. The maximum impact to the 2025 Budget would be approximately $19,333 if both officers were hired and started December 1st. Moving into 2026, the anticipated retirements are taking place in early January, so at that time, the single over hire would be in place until September. The total cost of the overhire, assuming there were no other vacancies would be approximately $87,000 against the 2026 budget.

Time-to-fill Gap

Any new officer we hire requires approximately 16 weeks of field training with our agency before they are certified for solo patrol. We often do not have the benefit of 16 weeks of notice when we are going to be losing an employee to retirement or transition to another job. In some cases, we may only have 2-4 weeks of notice. Between the time it takes to run a recruitment, perform all of the necessary background checks, and adding the 16 weeks of field training, there is usually a gap of at least 8 or 9 months before we actually have that vacancy filled. That vacancy creates staffing overtime in the interim because we still need to staff the position during the 8-9 month time-to-fill gap.

Thank you for your time and consideration.

Jeremy A. Muraski, Chief of Police

City of De Pere, Wisconsin **1.8**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Public Works
FROM:	Scott Thoresen, Public Works Director
SUBJECT:	Recommendation from the Board of Public Works to consider and approve City Entrance signs.
RECOMMENDED ACTION:	City staff recommends the Common Council decide whether to move forward with the sign requests and if so, decide which sign to proceed with. The sign cost would be included in the 2026 budget.

The Board of Public Works at the August 11, 2025 meeting moved to have Common Council consider the entrance signs at the August 19, 2025 meeting and moved to send it to the Common Council for review. The motion passed with a 5-0 vote.

ATTACHMENTS:
BOPW-Population Entrance signs, 2025 0310 CI_BOPW_Entrance Sign, 2025 0310 BOPW_Minutes

CITY OF DE PERE
MEMO

To: Board of Public Works
From: Tony Fietzer
Date: August 5, 2025

RE: Consider and possible action on Entrance Signs*

At the March 10, 2025, Board of Public Works meeting, there was a discussion relating to the proposed installation of one or more new "welcome signs" in the city. *See attached memo and minutes*. City staff and the branding team worked through some designs that can be affixed to the existing 15 population signs. The population signs must be green with white lettering per the Manual on Uniform Traffic Control Devices (MUTCD). The cost of the fabrication of the signs, hardware and wood posts is estimated at approximately $200 per sign. Most of the population signs would need to have 4x6 wood posts replaced to provide space on top for the new sign. The estimated total cost would be $3000. See sign designs below.

Recommendation:

City staff recommends the Board decide whether to move forward with the sign requests and if so, decide which sign to proceed with. The signs cost would be included in the 2026 budget.

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 10, 2025

RE: **Consideration and possible action on Entrance Signs***

Alderperson Hansen requested additional De Pere welcome structures be installed at entrances into De Pere. A sample of the structure is shown below.

Based on follow-up e-mails with Alderperson Hansen, specific locations for consideration include Chicago Street, Lawrence Drive, and Lost Dauphin Road.

Background

In 2020, the City received quotes for the replacement of entrance signs with the structure shown above. Five signs were replaced at Main Avenue, Ashland Avenue, Broadway Street, Webster Avenue, and STH 32/57.

The City has welcome and/or population signs at additional locations at entrances including French Road, Scheuring Road, Grant Street, Lawrence Drive, Lost Dauphin Road, Fort Howard Avenue, Libal Street, East River Drive, Chicago Street, and S. Broadway Street.

A map has been included for the structure and sign locations in De Pere.

In addition to the signs above, there is a major City sign on northbound STH 41, prior to the Scheuring Road exit.

Discussion

Attached is the street classification for De Pere. Each of the five major arterials have welcome structures. The minor arterials and collectors have the welcome and/or population sign, with the exclusion of Heritage Road which has no sign.

The past approach was to install welcome structures at principal arterials, where less frequent visitors/tourists are likely to enter De Pere. These locations cover visitors from the I41 corridor, STH 172 and STH 32. While the Scheuring Road entrance is not covered by a welcome structure, northbound I41 visitors/tourists are covered by the I41 city sign.

The minor arterials and collectors are generally used by local visitors who enter De Pere on a regular basis. With the exclusion of Heritage Road, these are covered by welcome signs and/or population signs.

This is not an engineering related item, but a "City feel" perspective. Where does the Board want to emphasize the entrance into De Pere for visitors/tourists? Should it be at all locations where visitors enter the City, or locations where less frequent visitors/tourists enter the City? At what cost is the Board interested in a different approach? Staff estimates that each sign will cost around $10,000 in 2026.

Available right of way may impact future locations. These signs require more area than a basic post. Also, many of the proposed locations are in residential areas versus the current signs. This will require the residents to mow around the signs. We get complaints from residents when we add facilities, such as hydrants, in front of their properties that they can see and then must mow around. Finally, any signs located in the county highway right of way will require Brown County approval.

Recommendation

City staff has no recommendation on the welcome structure installation locations. If additional locations are recommended, the cost for the signs will need to be included in the 2026 budget.

Attachments:
E-mail Ald Hansen City Sign (PDF)
Overall Sign Map (PDF)
Functionally Classified Road (PDF)

Eric Rakers

From: Jonathon Hansen
Sent: Monday, February 24, 2025 8:56 PM
To: Eric Rakers
Cc: Scott Thoresen
Subject: Re: City Signs

Hi Eric,

Thank you very much for putting this map together! It is very helpful.

I was referring specifically to installing one or more **new** "**welcome structures**". Any additional welcome structures would be an "upgrade" at entrances that already have a population and/or "welcome sign".

I was thinking that perhaps the following locations might warrant a welcome structure: **Chicago St — for westbound traffic** (near Swan Rd); **Lawrence Dr — for northbound traffic** (near Southwest Park); **Lost Dauphin Rd — for northbound traffic**. Other possible outliers could include Libal St for southbound traffic or CTH PP for northbound traffic, although I'm not sure if they warrant a welcome structure as much as the three previously mentioned locations because there are already welcome structures for southbound traffic on Webster Ave (thus somewhat negating the need for one at Libal St) and for northbound traffic on STH 32/57 (thus somewhat negating the need for one at CTH PP).

Thank you!

Jonathon

Ald. Jonathon M. Hansen
De Pere Alderman - District 2
Chair - Historic Preservation Commission
920-425-4265
jhansen@deperewi.gov

From: Eric Rakers
Sent: Monday, February 24, 2025 3:16 PM
To: Jonathon Hansen
Cc: Scott Thoresen
Subject: City Signs
Hi Jonathon,
Just following up on your future agenda item regarding City signs. I have attached a map showing where we currently have signs when entering the City. Are you looking for more of the standalone “Welcome” signs?
Any insight you can provide is appreciated.
Eric
Eric Rakers, P.E.
City Engineer | City of De Pere
925 S. Sixth Street | De Pere, WI 54115

Tel: (920) 339-4061 | Fax: (920) 339-4071

SYMBOL KEY

WELCOME STRUCTURE

WELCOME SIGN (ON SAME POST AS POPULATION SIGN)

POPULATION SIGN

ASHLAND AVENUE
FORT HOWARD AVENUE
N. BROADWAY STREET
WEBSTER AVENUE
LIBAL STREET
EAST RIVER DRIVE
MAIN AVENUE
GRANT STREET
CHICAGO STREET
SCHEURING ROAD
U.S HWY 41
FRENCH ROAD
LAWRENCE DRIVE
LOST DAUPHIN ROAD
GREENLEAF ROAD (HWY 32-57)
S. BROADWAY STREET

N

0 1250' 2500'

CITY OF DE PERE

ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

CITY WIDE WELCOME & POPULATION SIGNS

OVERALL MAP

NAME: CITY WIDE WELCOME & POPULATION SIGNS

PROJECT 2025

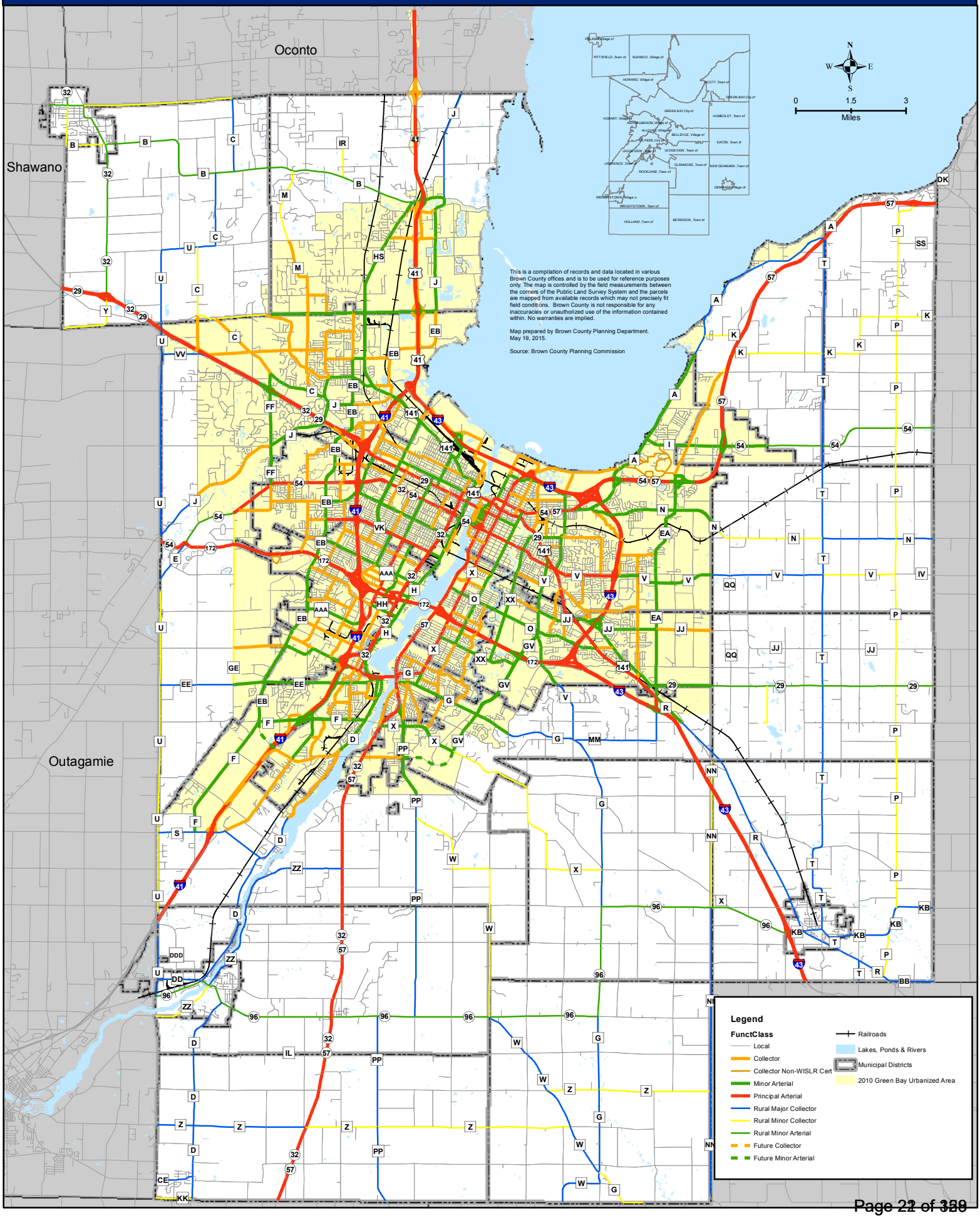
	BY	DATE
SURVEYED		
DRAWN	MJT	02-2025
DESIGNED		
CHECKED	EPR	02-2025

REVISIONS / ISSUES NO.	DATE	BY	REMARKS

PAGE NO. PG1

X:\ENG\Projects\City Projects\Future Projects\City Welcome & Population Signs\CITY WIDE WELCOME SIGNS.dwg

Green Bay Urbanized Area
Functional Classification System



Board of Public Works

Regular Meeting

Minutes

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

Monday, March 10, 2025 | **7:30 PM** | **Council Chambers/Virtual**

I. Call to Order

1. Roll Call

Present: James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln
Absent:
Excused:

Others present:
Scott Thoresen, Public Works Director
Eric Rakers, City Engineer
Tony Fietzer, Street Superintendent (Remote)
Betty Marovich, Administrative Assistant/Recording Secretary

II. Public Comment on 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

None

III. Items

1. Approval of the February 10, 2025 Board of Public Works Meeting Minutes

Alderperson Carpenter moved to approve the February 10, 2025 Board of Public Works Meeting Minutes, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	Dan Carpenter
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

2. Consideration and possible action on changing the rubbish site hours

Tony Fietzer, Street Superintendent, explained the request to amend the operating hours of the MSC Rubbish Drop-off Site citing safety as a primary concern, along with matching hours of other local drop-off sites to prevent non-resident traffic.

Alderperson Carpenter moved to approve the changes to the rubbish site hours, seconded by Alderperson Ledvina.

Alderperson Carpenter asked how word would be spread about this change. Mr. Fietzer stated that staff is hoping to get it published in the Park and Recreation Summer Brochure along with social media and the

City website.

Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	Dan Carpenter
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

3. Discuss City Engineer Recommendations on No Action Parking and Traffic Discussion Items

Eric Rakers, City Engineer, explained the no-action parking and traffic discussion items including a request to install No Parking signs at the driveway of 600/604 George Street and a rapid rectangular flashing beacon on Charles Street at Webster Avenue.

Mayor Boyd stated that he travels through the intersection of Charles and Webster often and has not witnessed issues with crossing using the pedestrian refuge island. Alderperson Hansen verified that RRFB would not be paired in the same location as a bump-out. Mr. Rakers explained what the policy lays out for which improvements are added when.

Discussion only. No action necessary.

4. Consideration and possible action on Entrance Signs*

Alderperson Hansen explained his request to install additional entrance welcome structures throughout the City, specifically on Lawrence Drive, Lost Dauphin Road, and Chicago Street. Alderperson Hansen shared that there are three different signs/structures located at City entrances and stated they were included in a map provided by staff. Alderperson Hansen stated that the Preserve America signs should be considered for removal or replacement because that program is no longer active. Eric Rakers, City Engineer, added that the welcome structures are currently located on principle arterial streets coming into the City. Mr. Rakers added that the location with the entrance structures are the ones that would be used most frequently by individuals visiting the area, whereas the locations with the Preserve America and population signs are more likely to be used by individuals who live locally that come to De Pere on a regular basis. Mr. Rakers stated that if the Board wished to add the welcome structures, any location that was county highway would require Brown County approval. Mr. Rakers further added that the welcome structures take up more terrace space and the locations requested by Alderperson Hansen are in residential areas and the homeowner would be tasked with maintaining the lawn around them.

Mayor Boyd asked the price for the welcome structures. Mr. Rakers stated that staff estimated about $10,000 each. Mayor Boyd stated that if the Board recommended installing additional welcome structures, it would be a recommendation to the City Manager for future budget approval. Alderperson Carpenter suggested removing the Preserve America sign and having staff design a welcome sign to install with the population signs in those areas. Mayor Boyd asked about pricing if the signs were designed and created through the City sign department. Scott Thoresen, Public Works Director, stated staff could work on some designs to bring back to the Board for consideration and added that making them in-house would be minimal cost. Mayor Boyd commented on the difficulty of finding suitable locations to place welcome structures at the locations requested by Alderperson Hansen. Mayor Boyd asked if the Board should make a motion to remove the Preserve America signs at this time before moving forward with additional action on new signs. Mr. Thoresen suggested a two part motion; first, to remove the Preserve America signs, and second, to bring back a design incorporating the logo with an approximate cost for consideration at a future meeting. Mayor Boyd asked if the population signs needed to be green. Mr. Rakers stated he believed the green followed the Manual on Uniform Traffic Control

Devices (MUTCD) but that it was a style of design and staff would need to research options.

Mayor Boyd moved to refer back to staff to remove Preserve America signs and design welcome signs with the City logo to be installed in their place alongside the population signs, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

RESULT:	**Passed-Refer Back to Staff**
MOVER:	James Boyd
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

5. Consideration and possible action on rejection and re-award on Request for Proposals for 2025 Pond Trapping Services*

Eric Rakers, City Engineer, stated that after awarding the contract in February, the contractor, EV Large Pest Control, LLC, refused to sign the agreement with the City citing concerns over the additional umbrella liability insurance coverage required by the City. Mr. Rakers stated that EV Large Pest Control is reputable and does considerable amounts of work in Appleton, but staff did not feel comfortable eliminating the umbrella coverage. Mr. Rakers stated that in lieu of EV Large Pest Control, LLC refusing to sign the agreement with the City, staff recommends rejecting their proposal in the amount of $6,200.00 and then awarding the contract to Suamico Trap, LLC in the amount of $10,788.00. Mr. Rakers added that Suamico Trap was the City's contractor in 2024, and is aware of the insurance requirements.

Alderperson Hansen moved to reject the proposal from EV Large Pest Control, LLC and re-award the proposal to Suamico Trap, LLC for 2025 Pond Trapping, seconded by Alderperson Eserkaln. Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	Jonathon Hansen
SECONDER:	Mike Eserkaln
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

6. Consideration and possible action on award of Contract 25-01 Sewer and Water Relay and Street Resurfacing*

Eric Rakers, City Engineer, explained the project, project limits, and funding. Mr. Rakers recommended awarding Project 25-01 Sewer and Water Relay and Street Resurfacing to Jossart Brothers, Inc. in the amount of $1,798,868.90. Mr. Rakers explained the impacts of GV-14 from Brown County on Garroman Drive.

Alderperson Carpenter asked the progress of obtaining right-of-way for Garroman Drive. Mr. Rakers stated that the Legal Department would know better on where that stands but shared that the project contract stated that work might be able to start there mid-summer, but could be built earlier with a gravel base if the right-of-way was obtained sooner. Scott Thoresen, Public Works Director, shared that this is the first phase of Southbridge Corridor work that has been in planning stages since 1967. Alderperson Carpenter suggested installing signs or message boards on Lawrence Drive stating that it is not a truck route and having it enforced, as he sees trucks using it regularly. Mayor Boyd asked if there was a way to get the information distributed to trucking companies. Mr. Rakers stated that he could see if Dan Lindstrom in Development Services could pass along to his business contacts in the industrial parks for them to share with their trucking companies. Mayor Boyd stated he has contact for Georgia Pacific and would write something up to discuss with them. Mr. Rakers stated that the message boards would be

installed by Garroman to deter semi traffic as the road is not wide enough for a semi and car to pass. Mayor Boyd offered to talk with social media and video staff to create a video post about upcoming traffic concerns/issues as discussed.

Alderperson Carpenter moved to award Contract 25-01 Sewer and Water Relay and Street Resurfacing to Jossart Brothers, Inc. in the amount of $1,798,868.90, seconded by Alderperson Hansen.

Alderperson Hansen asked if staff plans to utilize pulverizing on any streets during 2025 construction, as it has held up well on the streets it was used on recently. Mr. Rakers explained that all four streets in this project will be pulverized and agreed that it is holding up very well.

Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	Dan Carpenter
SECONDER:	Jonathon Hansen
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

7. Consideration and possible action on award of Contract 25-03 Sewer Lining*

Eric Rakers, City Engineer, explained the project, project limits, and funding. Mr. Rakers recommended awarding Project 25-03 Sewer Lining to Visu-Sewer, LLC in the amount of $530,264.00.

Mayor Boyd moved to approve Contract 25-03 Sewer Lining to Visu-Sewer, LLC in the amount of $530,264.00, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	James Boyd
SECONDER:	Shana Ledvina
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

8. Consideration and possible action on award of Contract 25-15 Sewer Televising*

Eric Rakers, City Engineer, explained the project, project limits, and funding. Mr. Rakers recommended awarding Project 25-15 Sewer Televising to Speedy Clean, Inc. in the amount of $57,280.00. Mr. Rakers added that he does not have an answer as to why National Power Rodding's bid is so high this year and added that it is the highest he has seen from them.

Alderperson Carpenter moved to approve Contract 25-15 Sewer Televising to Speedy Clean, Inc. in the amount of $57,280.00, seconded by Mayor Boyd.

Alderperson Eserkaln asked why Speedy Clean had a few line items with $0 cost. Mr. Rakers explained that sometimes contractors will choose not to bid extra for heavy cleaning because they have to perform a standard cleaning through all lines before televising and the heavy cleaning requires advanced approval for the extra cost.

Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	Dan Carpenter

SECONDER:	James Boyd
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

9. Consideration and possible action on policy for installation of new utility service lines to vacant lots*

Eric Rakers, City Engineer, explained the intent of this item was to create a policy for the installation of sanitary lateral and water service lines to vacant lots in existing areas of the City; specifically, vacant lots without sanitary laterals and/or water services in areas where sewer and water work is occurring as part of City construction projects. Mr. Rakers stated that in accordance with the presented policy, extension of sanitary laterals and water services would be assessed to property owners. Mr. Rakers shared three examples of properties that will be impacted as part of 2025 construction with this policy. Mr. Rakers stated that the policy for storm lateral installation would remain the same. Mr. Rakers recommended approving the policy for the installation of new utility service lines to vacant lots, which allows owners of vacant parcels that lack sanitary sewer laterals or water service lines be given the option to have sanitary sewer lines or water service lines installed at the time of the utility relay.

Mayor Boyd stated that perhaps when they receive the letter, residents may get the notion to sell and it would open up more property for housing development. Alderperson Carpenter shared that lots used to be sold at 25-foot frontage, which was not buildable, and added that likely explained the additional parcels in the older neighborhoods. Alderperson Carpenter verified that storm laterals would be installed for all parcels. Mr. Rakers stated that nothing would change for storm laterals and notices sent to the property owners would clearly lay out how many assessments a property would receive unless parcels were combined.

Mayor Boyd moved to approve the policy for installation of new utility service lines to vacant lots, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

10. Consideration and possible action on Draft 2024 Annual Report for the Wisconsin Department of Natural Resources MS4 General Permit*

Eric Rakers, City Engineer, summarized the key aspects of the MS4 stormwater report and City achievements in 2024. Mr. Rakers highlighted work completed in 2024 for stormwater management and resources provided by NEWSC (Northeast Wisconsin Stormwater Consortium).

Mayor Boyd moved to approve the Draft MS4 General Permit Annual Report for submittal to the WDNR, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

RESULT:	**Passed (UNANIMOUS)**
MOVER:	James Boyd
SECONDER:	Dan Carpenter
AYES:	James Boyd, Dan Carpenter, Jonathon Hansen, Shana Ledvina, Mike Eserkaln

IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:18 PM, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich

City of De Pere, Wisconsin **1.9**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Public Works
FROM:	Scott Thoresen, Public Works Director
SUBJECT:	Recommendation from the Board of Public Works on award of Contract 25-21 City Hall First Floor Remodel to IEI General Contractors in the amount of $268,831.00.
RECOMMENDED ACTION:	Staff recommends accepting the bid from IEI General Contractors in the amount of $268,831.00 for the full scope of work.

The Board of Public Works at the August 11, 2025 meeting approved award of Contract 25-21 City Hall First Floor Remodel to IEI General Contractors in the amount of $268,831.00 and moved to send it to the Common Council for consideration. The motion passed with a 5-0 vote.

ATTACHMENTS:
2025 0811 CI_BOPW_Award_25-21, 2025 0731 CE_Project 25-21_Bid Tab

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Thomas Blohowiak, Maintenance Supervisor
Date: August 11, 2025

RE: **Consideration and possible action on award of Contract 25-21 City Hall First Floor Remodel***

The Engineering Department received bids on Project 25-21 City Hall First Floor Remodel on Thursday, July 31, 2025. The project includes remodel of the first floor to create more office/cubicle space due to the addition of employees over the past few years and added security to the front counter area. The bids received are as follows:

Contractor	Base Bid	Deduct Alt #1	Deduct Alt #2	Total
IEI General Contractors	$268,831.00	$44,227.00	$12,541.00	$212,063.00
Howard Immel Inc	$327,190.00	$55,000.00	$14,000.00	$258,190.00
Frank O Zeise Construction Co, Inc	$326,106.00	$48,624.00	$15,813.00	$261,669.00
8 Pine, Inc	$315,404.54	$25,584.00	$9,703.25	$280,117.29
The Reese Group, LLC	$369,811.89	$40,181.61	$9,756.83	$319,873.45
Elite Builds, Inc	$413,750.00	$55,600.00	$15,370.00	$342,780.00

The budgeted amount for this project is $780,000 including engineering, remodel, and furniture. Alternate #1 included security improvements at the front counter and alternate #2 included the addition of a secure mother's room off the break room.

Staff's recommendation is to accept the bid from IEI General Contractors in the amount of $268,831.00 for the full scope of work.

Attachments:
2025 0731 CE_Project 25-21 Bid Tab (PDF)

Project 25-21
City Hall First Floor Remodel

				Bidder No. 1		Bidder No. 2		Bidder No. 3		Bidder No. 4		Bidder No. 5		Bidder No. 6	
				IEI General Contractors		Howard Immel Inc		Frank O. Zeise Construction Co., Inc.		8 Pine Inc		The Reese Group, LLC		Elite Builds, Inc.	
Item	Description	Unit	Qty	Unit Price	Amount Bid	Unit Price	Amount Bid	Unit Price	Amount Bid	Unit Price	Amount Bid	Unit Price	Amount Bid	Unit Price	Amount Bid
BASE BID															
BB-01	First Floor City Hall Remodel Lump Sum Bid	LS	1	$268,831.00	$268,831.00	$327,190.00	$327,190.00	$326,106.00	$326,106.00	$315,404.54	$315,404.54	$369,811.89	$369,811.89	$413,750.00	$413,750.00
ALTERNATE/DEDUCT 1															
A-01	Alternate #1 - Deduct work labeled alternate #1	LS	-1	$44,227.00	($44,227.00)	$55,000.00	($55,000.00)	$48,624.00	($48,624.00)	$25,584.00	($25,584.00)	$40,181.61	($40,181.61)	$55,600.00	($55,600.00)
ALTERNATE/DEDUCT 2															
A-02	Alternate #2 - Deduct work labeled alternate #2	LS	-1	$12,541.00	($12,541.00)	$14,000.00	($14,000.00)	$15,813.00	($15,813.00)	$9,703.25	($9,703.25)	$9,756.83	($9,756.83)	$15,370.00	($15,370.00)
Total Amount Bid:					**$212,063.00**		**$258,190.00**		**$261,669.00**		**$280,117.29**		**$319,873.45**		**$342,780.00**

City of De Pere, Wisconsin **1.10**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Public Works
FROM:	Scott Thoresen, Public Works Director
SUBJECT:	Recommendation from the Board of Public Works to proceed with proposed new West Side Yard Waste Site and wetland mitigation.
RECOMMENDED ACTION:	Staff eft it up to the the BOPW to determine on how they wanted to proceed.

The Board of Public Works at the August 11, 2025 meeting approved proceeding with proposed West Side New Yard Waste Site and wetland mitigation and moved to send it to the Common Council for consideration. The motion passed with a 5-0 vote.

ATTACHMENTS:
Consider Possible West Side Yard Waste Site 7-30-2025, Staff Memo - Consider Possible Yard Waste Sites 02-6-2024, 2024-02-12 Board of Public Works - Full Minutes-2588, East Side Yard Waste Site Map 7-30-2025, West Side Yard Waste Site Map 7-30-2025, Ledgeview Compost Site Termination Notice 6-9-2025, West Side Yard Waste Site Map 7-30-2025, West Yard Waste Site Wetland Mitigation, Town of Lawrence Email Regarding West Side Yard Waste Site 6-11-2025

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Board of Public Works Members
From: Scott J. Thoresen, Director of Public Works
Date: July 30, 2025
RE: Consider and Possible Action Regarding West Side New Yard Waste Site*

The BOPW and Council approved in February 2024 moving forward with two (2) yard waste sites. Attached is staff memo and BOPW minutes regarding these two (2) sites (See attached maps).

At this time, the City has designed and bid the construction of the east side yard waste site. This site will begin construction this year. In addition, the City has been served notice by Ledgeview (see attached) terminating the compost site agreement. It is anticipated the use of this site will decrease approximately 30% resulting in less volumes of yard waste due to Ledgeview residents no longer using the site.

Staff has also been in the design process for the west side site. (See attached map). It was determined there are wetlands on the existing site. In order to build the yard waste site, the DNR is requiring the wetlands to be mitigated. (See attached email from DNR). The costs to mitigate the wetlands is approximately $75,000. This would be added cost to the overall project. In addition, the Town of Lawrence has expressed interests in partnering with the City in the use of the yard waste site. (See attached email)

The intent of the discussion with the BOPW is to determine if the City should move forward with building the west side yard waste site.

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Board of Public Works Members
From: Scott J. Thoresen, Director of Public Works
Date: February 7, 2024
RE: Consider and Possible Action Regarding New Yard Waste Sites*

The BOPW last discussed the relocation of the City's existing compost facility at the November 8, 2021 meeting. (See attached staff memo and meeting minutes). At this meeting the key takeaways were:

- Community survey on the use of the compost facility
- Look at having two sites
- Collaboration with the Town of Lawrence and Ledgeview

In 2022 the City did a community survey. The final survey was presented to the City Council at the September 6, 2022 Council meeting. In this survey the following question was asked: "The City of De Pere is in the process of selecting a new location for compost services. How far would you be willing to drive to a compost site?" The results of this question (see attached) 60% of respondents would be willing to drive up to 10 minutes to a compost site with 28% willing to drive up to 11 to 15 minutes.

Over the past year, staff has been looking for potential properties to relocate the compost facility that would keep the driving distance within the acceptable range the survey results showed as well as some of concepts the BOPW discussed previously as mentioned above. At the same time, staff took into consideration the possibility of collaborating with the Town of Lawrence and Town of Ledgeview in sharing the yard waste sites. In doing so, staff has come up with two (2) sites for the BOPW to consider (See attached maps). These sites are smaller than the existing compost facility so would need to be used only for "yard waste" sites with no intent of providing compost in the future. These properties are currently owned by the City so the City would not need to purchase property. The locations would benefit the City's residence on the west side because they would no longer need to drive to the east side to use the existing facility. In addition, the City could pursue working with the Town of Lawrence in having a joint site similarly as the City currently has with the Town of Ledgeview. Staff also put maps together showing the drive times for each site (see attached maps)

The intent of this discussion is to determine if the BOPW wants staff to pursue the sites mentioned above. If the BOPW and Council approve moving forward with these sites, the following would be the next steps:

- 2024 contact the DNR to determine if they would permit the yard waste sites.
- 2025 hire a consultant to design and prepare plans to construct the new yard waste sites.
- 2026 bid and construct the new yard waste sites.

Board of Public Works

Regular Meeting

Final Minutes

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

Monday, February 12, 2024 | **7:30 PM** | **Council Chambers and Virtual**

I. Call to Order

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

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

Scott Thoresen, Director of Public Works
Eric Rakers, City Engineer
Chase Kuffel, Assistant City Engineer
Betty Marovich, Recording Secretary
Chris Dahlke, Saint Norbert College (Remote)

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. Section 6-3(f) DPMC

None

III. Items

1. Approval of the January 8, 2024 Board of Public Works Meeting Minutes

Alderperson Carpenter moved to approve the January 8, 2024 Board of Public Works Meeting Minutes, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

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

2. Consider and Possible Action Regarding St. Norbert College Request for Garbage & Recycle Collection*

Scott Thoresen, Director of Public Works, explained the request from St. Norbert College to have the City provide garbage and recycling collection services for St. Norbert owned housing. Mr. Thoresen explained the proposed agreement including cost associated with these collections and the services that would be offered. Mr. Thoresen stated that staff recommends approving the request for services.

Alderperson Hansen moved to approve St. Norbert request for garbage and recycling collections performed by the City, seconded by Alderperson Ledvina.

Alderperson Carpenter asked how bulk items will be collected if that is not part of the contract with the City.

Alderperson Carpenter moved to open the meeting for public comment at 7:34 PM, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

Chris Dahlke, St. Norbert College, explained that the college has a separate contract for bulk item collection during two events at move in and move out.

Mayor Boyd moved to return to regular session at 7:35 PM, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

Upon vote, the motion passed unanimously.

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

3. Consideration and possible action on Resolution for Emergency Repairs under Project 23-16

Eric Rakers, City Engineer, explained the additional emergency repair work required as part of Project 23-16 Bridge Rehabilitation and the resolution to approve the work. Mr. Rakers explained the importance of having the bridge repairs completed for traffic use during road closures and construction of the new highway interchange. Mr. Rakers recommended approval of the resolution, which would allow staff to issue a change order for the work on the bridge.

Alderperson Hansen asked if the City would be responsible to cover the cost of a full bridge replacement if required. Mr. Rakers stated it would be the City's responsibility, but at that time staff would look to acquire grants to supplement the cost. Mayor Boyd stated that the proposed repairs will give the City time. Mr. Rakers stated it was a permanent fix. Alderperson Carpenter asked if staff intends to make Creamery an approved truck route during the upcoming construction and closures and if the proposed work pass state inspections. Mr. Rakers stated it would pass inspections and staff has a consultant complete inspections on bridges every two years, along with sign structures. Mr. Rakers explained that staff has no intention of making this a truck route or detour route for the upcoming construction closures. Alderperson Carpenter and Mayor Boyd stated they had seen something in the League of Wisconsin Municipalities regarding bridge inspections, inventories and standards. Mr. Rakers stated that the State may be looking at making changes, but at this time the City inspects every two years and submits the reports to Brown County, who submits them to the state. Mayor Boyd stated that he read that communities would be notified if changes would move forward. Alderperson Ledvina asked if a funding source needed to be designated. Mr. Rakers stated that the project is funded through the street management account and funds are available to cover the repair cost.

Mayor Boyd moved to approve the resolution for emergency repairs under Project 23-16, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

4. Consider and Possible Action on Approval of Temporary Limited Easement (TLE) Donation for Parcels WD-D00037-2 and WD-D0035-1 to Brown County for CTH GV Project.*

   Scott Thoresen, Director of Public Works, explained the request from the Wisconsin DOT and Brown County for temporary limited easement donation in the amount of $1,300 for two City owned parcels.

   Alderperson Hansen asked for an update on the progress of acquiring land/easements for the sidewalk/trail installation along the project. Mr. Thoresen explained that the process just started and that property owners were concerned about winter maintenance; the City plans to complete winter maintenance on the sidewalk/trail. Alderperson Hansen stated that he heard from the City Attorney that over the next few months municipalities should know whether they regain the ability to acquire property via imminent domain.

   Mayor Boyd moved to approve the Temporary Limited Easement Donation to Brown County for CTH GV Project, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

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

5. Consideration and possible action on the Agreement for Payment for Relocation and Replacement of Municipal Utility Facilities associated with I41 and Generations Boulevard Interchange*

   Eric Rakers, City Engineer, explained work the Wisconsin DOT will be completing as part of the new I41 interchange, which requires the City utilities to be relocated from that intersection. Mr. Rakers explained that the City is eligible to reimbursement up to 90% and estimated costs were included in the packet with the agreements. Mr. Rakers stated the City is responsible for an estimated $74,000 that was not included in the budget and asked that it be included during capital bonding later this year.

   Alderperson Carpenter moved to approve the agreements for payment for relocation and replacement of municipal utility facilities associated with I41 and Generations Boulevard interchange, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

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

6. Consider and Possible Action Regarding Village of Ashwaubenon Request for Support for Trail Extension on Main Avenue*

Scott Thoresen, Director of Public Works, explained the request from Village of Ashwaubenon for support and to apply jointly for a grant to extend the trail along Main Avenue. Mr. Thoresen explained that if Ashwaubenon would successfully be awarded the grant, staff would return with an agreement outlining the funding and City obligations.

Alderperson Hansen moved to approve supporting Village of Ashwaubenon and apply jointly for trail extension grant, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

7. Consideration and possible action regarding American Boulevard Sidewalk

Eric Rakers, City Engineer, explained the request received to install sidewalks on American Boulevard. Mr. Rakers explained the sidewalk requirement map included in the packet, which includes three categories: restrictive covenant, potentially will need walk, and does not meet requirement never need walk. Mr. Rakers further explained that there have been instances where sidewalk has been installed where not prescribed by the map and other times when the requirements listed have been upheld. Mr. Rakers explained that the past stance has been to not install sidewalks in business and industrial parks. Mr. Rakers explained the facility need for the American Boulevard corridor. Mr. Rakers explained that municipal code allowed for the Board to review the need for the sidewalk installation and American Boulevard would meet the requirements if the Board decided in favor of the sidewalk installation. Mr. Rakers explained how the costs were split between the property owners and the City when sidewalks were installed on Lawrence Drive. Mr. Rakers stated there would be additional follow-up steps if the Board wished to move forward with the sidewalks along American Boulevard, including sending out a survey to the property owners and scheduling a public information meeting.

Mayor Boyd asked if sidewalks were installed, if it would on both sides. Mr. Rakers stated that was staff's intent but the Board could propose alternatives. Alderperson Carpenter stated that both east and west business parks have staff walking during breaks and if American gets sidewalks, then requests will likely come in from the east park too. Alderperson Carpenter expressed concerns over installation based on one request and stated he would be interested to know if there was interest from businesses to install sidewalks along American. Alderperson Hansen asked how the legal action against imminent domain impacted this request and whether one property owner could derail the process by refusing. Scott Thoresen, Director of Public Works, explained that would be an issue if additional right-of-way would be required for installation. Mr. Rakers explained that there is adequate right-of-way in that corridor, though there might be a concern where the new round-about would be installed in conjunction with the Southbridge interchange. Mr. Thoresen explained that staff was looking for direction from the Board on whether there was interest in moving forward with the request. Alderperson Raasch expressed his concerns and lack of interest in moving forward with installing sidewalks on American Boulevard. Mayor Boyd expressed his concerns and lack of interest in moving forward with installing sidewalks on American Boulevard. Alderperson Ledvina suggested issuing a survey to the property owners and businesses adjacent to American Boulevard to have a better understanding of the potential interest.

Mr. Thoresen stated he was fairly confident that the businesses would not be interested since they would need to pay for it and maintain it. Alderperson Carpenter agreed that businesses would not be in favor of sidewalks and may cause some businesses to make plans to relocate or expand in other communities. Mr. Thoresen suggested waiting until the interchange is constructed with the sidewalk/trail and if that drives more pedestrian traffic, the sidewalks could be reevaluated along American.

Discussed. No action.

RESULT:	**NO ACTION**

8. Consider and Possible Action Regarding New Yard Waste Sites*

Scott Thoresen, Director of Public Works, explained the results from discussions in November 2021 for relocating the yard waste site, formerly known as the compost site. Mr. Thoresen explained the new direction the City is proposing for offering new yard waste sites on both the east and west sides of the City. Mr. Thoresen explained that Ledgeview is interested in continuing their collaboration with the City allowing the Ledgeview residents to utilize the east side yard waste site. Mr. Thoresen stated he has reached out to the Town of Lawrence to offer a similar collaboration for their residents to use the west side yard waste site. Mr. Thoresen stated that if the Board and Council were in favor of operating two sites, staff would work with the Wisconsin Department of Natural Resources for site evaluations. If approved by the DNR, staff would hire a consultant to design plans for construction in 2026.

Alderperson Hansen asked why staff plans to change the name of the site from compost to yard waste and if there would be a change in what materials are accepted. Mr. Thoresen explained that in the past, the City would create compost, but presently is a drop-off site for yard waste and it clears up the intention of the site. Mr. Thoresen stated there would not be a change to the materials that are accepted. Alderperson Hansen asked if there was consideration to accept food scraps. Mr. Thoresen explained the amount of work and regulations on that type of product acceptance and stated the City is not considering that. Alderperson Carpenter stated that having two sites will increase some costs including the tub grinder needing to chip brush at both locations and strongly suggested working with Lawrence on a partnership for the west side location.

Alderperson Carpenter moved to approve new yard waste sites, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

9. Consider and Possible Action Regarding Public Parking on City Owned Lot at 360 Main Avenue*

Scott Thoresen, Public Works Director, explained that in August of 2022 the City approved allowing parking at the City owned lot at 360 Main Avenue and at the time had decided to barricade the access to the lot during winter months due to winter maintenance concerns. Mr. Thoresen explained that staff had received a request from local business owners asking that the lot be available in the winter months. Mr. Thoresen asked the Board to direct staff on whether the lot should remain open during winter months.

Alderperson Carpenter asked for staff's recommendation on whether the lot should remain open with regards to surface material and potential development of the site. Mr. Thoresen explained that the parking was approved until such time the lot was redeveloped and staff has the means to maintain during the winter months but had previously requested that it be closed as the grade of the lot makes it more difficult to maintain than other lots around the City. Alderperson Carpenter asked if the lot was gravel. Mr. Thoresen stated the lot is paved. Alderperson Carpenter asked if there were stalls marked. Mr. Thoresen stated there were not marked stalls and the lot gets relatively full when it is open in non-winter months.

Mayor Boyd moved to approve public parking year-round on City owned lot at 360 Main Avenue, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

10. Discuss Full Sanitary Lateral Replacement

Eric Rakers, City Engineer, explained that staff is interested in obtaining prices during 2024 construction as a pilot program for full length sanitary lateral replacements as part of the City initiative to reduce inflow and infiltration. Mr. Rakers explained that staff is interested in pipe-bursting as a way of implementing the full length lateral replacements and explained how that process is completed. Mr. Rakers also shared videos of the process from Sewer Pros and M&E Construction.

Alderperson Carpenter asked what extent services are currently being replaced. Mr. Rakers stated that during construction, service laterals are replaced to the right-of-way and connected to the existing lateral at that point. Mr. Rakers explained during the videos how the full length lateral replacements occur, including accessing the basement, accessing the lateral at the house, and the pulling of the new pipe through the ground to the main line. Alderperson Ledvina asked if the pipe could be run from the main to the house, instead of vise versa. Mr. Rakers stated it could, but the pulling machine would need to be brought inside the house. Mr. Rakers explained that residents have been opting for pipe-bursting when they have failed laterals as it is cheaper than open cutting to replace the lateral. Mr. Rakers explained that the current process of replacing to the right-of-way is fairly expensive and preliminary numbers have shown that it may be around the same cost to pipe burst the full length. Mr. Rakers stated that staff intends to include bid items on an upcoming project to get pricing for traditional replacement to the right-of-way and also full length pipe bursting and will bring that information back to the Board and see if there is interest in moving forward with a pilot program to allow residents to elect for full length replacement as part of the project. Mr. Rakers added that sometimes the foundation drains are connected outside of the basement walls, making them a little more difficult to get to as part of the foundation drain disconnection program and with pipe bursting, the contractor will televise the lateral and see those connections, the new pipe bypasses it, and contractors can work with the home owner to install a sump pump for their foundation drains.

Mayor Boyd asked if staff would identify certain 'problem' houses to start with. Mr. Rakers stated he would like houses with clay or concrete laterals to be eligible. Alderperson Carpenter asked how big the hole in the basement needs to be in order to feed the new pipe through. Mr. Rakers stated it appeared to be about three foot by three foot. Other local municipalities offer a similar program with varying requirements for participation and cost sharing. Alderperson Carpenter spoke in favor of the program and outlined a few areas that still need to be worked out including funding and mandates. Mr. Rakers stated if the bids come in similar to the traditional work that the City is presently covering the cost of, likely the resident would not need to pay much for the full length replacement. Mayor Boyd asked what happened to the old pipe when the new one is pushed through. Mr. Rakers explained it is broken into pieces and pushed to the sides. Alderperson Hansen asked if the resident is responsible for repairs from their house to the right-of-way. Mr. Thoresen stated the resident is responsible for repairs from their house to the main. Mayor Boyd asked what staff needed from the Board to move forward. Mr. Rakers explained it was for discussion and to see if any Board members had concerns about the direction staff was proposing.

Discussion only. No action.

RESULT: DISCUSSED

11. Consideration and possible action on Updates to the Foundation Drain Disconnection Program Policy

Chase Kuffel, Assistant City Engineer, explained the actions taken by staff and the updates to the program policy proposed since its approval in October 2023. Mr. Kuffel explained the following updates:
1. Recommend a pre-inspection with Engineering staff and Building Inspection staff during which staff will televise the lateral if possible to verify presence of foundation drains. Staff will then outline options for the homeowners following this initial inspection.
2. Staff created a reimbursement checklist to better guide homeowners and plumbers through the process.
3. Language was clarified for televising procedures.
4. Language was clarified for the timeline for reimbursement once invoices are submitted.
5. Drafted an exemption letter that is sent to properties clarifying that remedial action may need to be taken if excessive groundwater is noticed from the property in the future. Staff is discussing the future mandate with the legal department and once that is finalized, another letter will be sent to property owners with that update. Mr. Kuffel recommended the approval of the updates to the Foundation Drain Disconnection Program Policy.

Mayor Boyd stated his approval of the changes and expressed concerns brought to him regarding a property that had installed a sump pump that were afterwards told they did not need. Alderperson Carpenter asked if homeowners have expressed any concerns about contractors not being willing to work with them on payment until the reimbursement is processed. Mr. Kuffel stated that the feedback he has received from residents is that the reimbursement window falls within the thirty day window for paying the invoices. Scott Thoresen, Director of Public Works, explained a new policy that will be addressed by Finance and Personnel Committee allowing for quicker payments. Mayor Boyd asked if staff envisioned getting all the designated money spent for this

project. Mr. Kuffel stated that he expected another surge of volunteers once the mandate letter goes out to homeowners.

Mayor Boyd moved to approve updates to the Foundation Drain Disconnection Program Policy, seconded by Alderperson Hansen. Upon vote, the motion passed unanimously.

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

12. Consideration and possible action on Third Amendmant to 2021 Agreement for 2024 Consulting Services*

Eric Rakers, City Engineer, explained that staff is requesting to extend the contract with Robert E. Lee and Associates for 2024 consulting services and included their 2024 rates for review.

Mayor Boyd asked about fiber work happening in his neighborhood by AT&T. Chase Kuffel, Assistant City Engineer, explained that TDS started a wave of fiber activity and some contractors, such as AT&T, have restricted their work to utility easements which do not require as many permits as the work TDS is doing. Alderperson Carpenter asked if a consultant could remain on the projects they are active on, but request bids for consultant services for new work. Mr. Rakers explained that staff utilizing the consultant discussed as a group and decided to extend one more year based on the work going on and request proposals for consultant services in 2025.

Alderperson Carpenter moved to approve the third amendment to 2021 agreement for 2024 consulting services, seconded by Mayor Boyd. Upon vote, the motion passed unanimously.

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

13. Consideration and possible action on Quotes for 2024 Materials Testing and Soil Borings*

Eric Rakers, City Engineer, explained the annual request for proposal process for consulting services for engineering work including materials testing and soil borings. Mr. Rakers explained this consultant work is funded through individual capital projects. Mr. Rakers recommended award of materials testing to Bay Area Testing and soil borings to ECS Midwest.

Alderperson Hansen asked what amount was budgeted for this work. Mr. Rakers stated they are not budgeted as consultant services but included in each individual project that requires the services.

Mayor Boyd moved to approve Bay Area Testing for 2024 materials testing and ECS Midwest for 2024 soil borings, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

14. Consideration and possible action on award of Contract 24-03 Sewer Lining*

Alderperson Carpenter moved to approve award of Contract 24-03 Sewer Lining, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

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

15. Consideration and possible action on award of Contract 24-05 Sidewalk and Curb Repairs*

Mayor Boyd moved to approve award of Contract 24-05 Sidewalk and Curb Repairs, seconded by Alderperson Carpenter. Upon vote, the motion passed unanimously.

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

16. Consideration and possible action on award of Contract 24-13 Crackfilling*

Alderperson Carpenter moved to approve award of Contract 24-13 Crackfilling, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

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

17. Consideration and possible action on award of Project 24-19 Mudjacking-Request for Proposal*

Alderperson Ledvina moved to approve award of Project 24-19 Mudjacking-Request for Proposal, seconded by Alderperson Raasch. Upon vote, the motion passed unanimously.

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

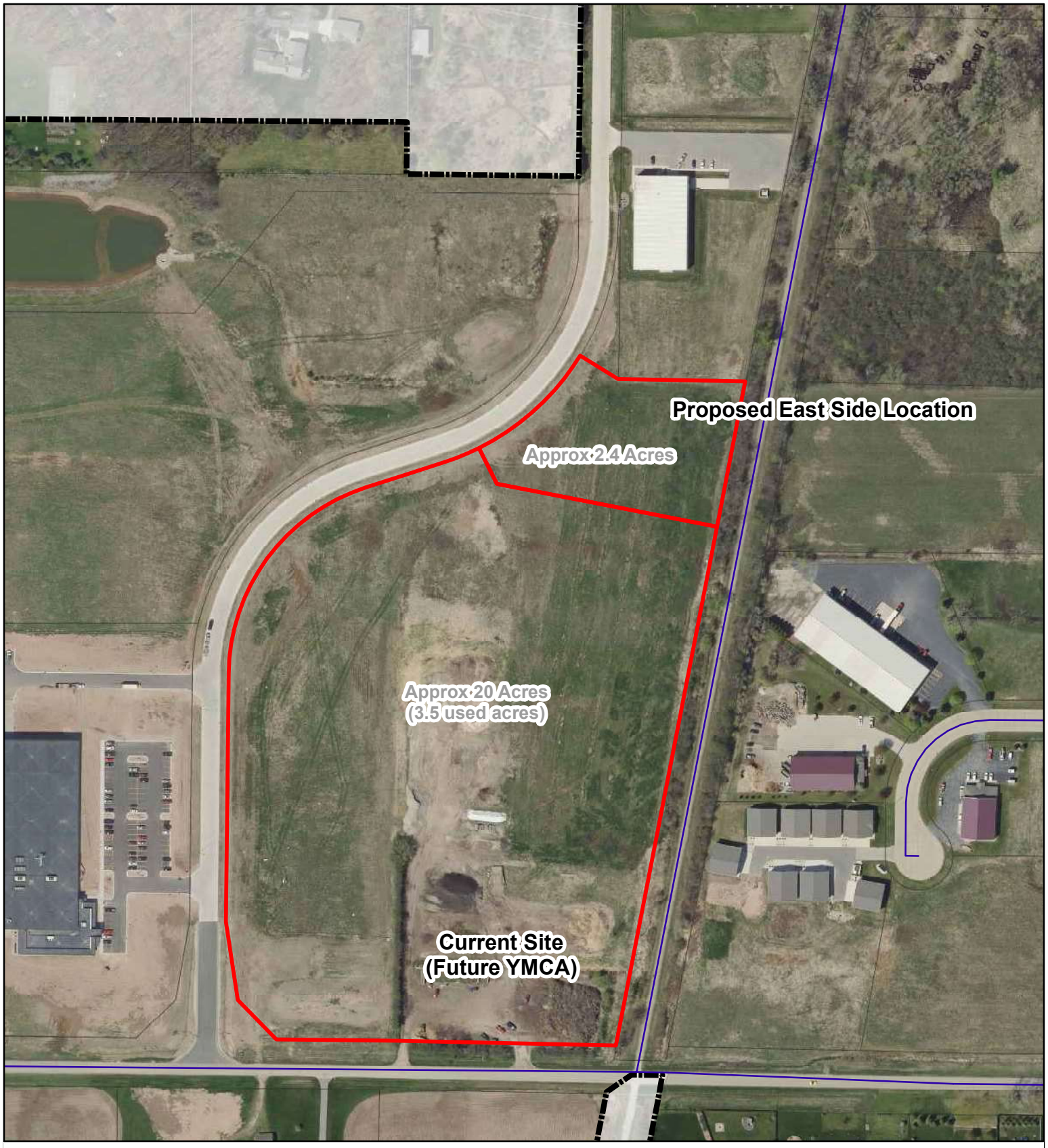
IV. Future Agenda Items

None

V. Adjournment

Mayor Boyd moved to adjourn the meeting at 8:54 PM, seconded by Alderperson Ledvina. Upon vote, the motion passed unanimously.

Respectfully submitted,
Betty Marovich



Yard Waste Drop Off Site Map - East Site Detail Map

City of De Pere

0 0.0175 0.035 0.07 0.105 0.14 Miles

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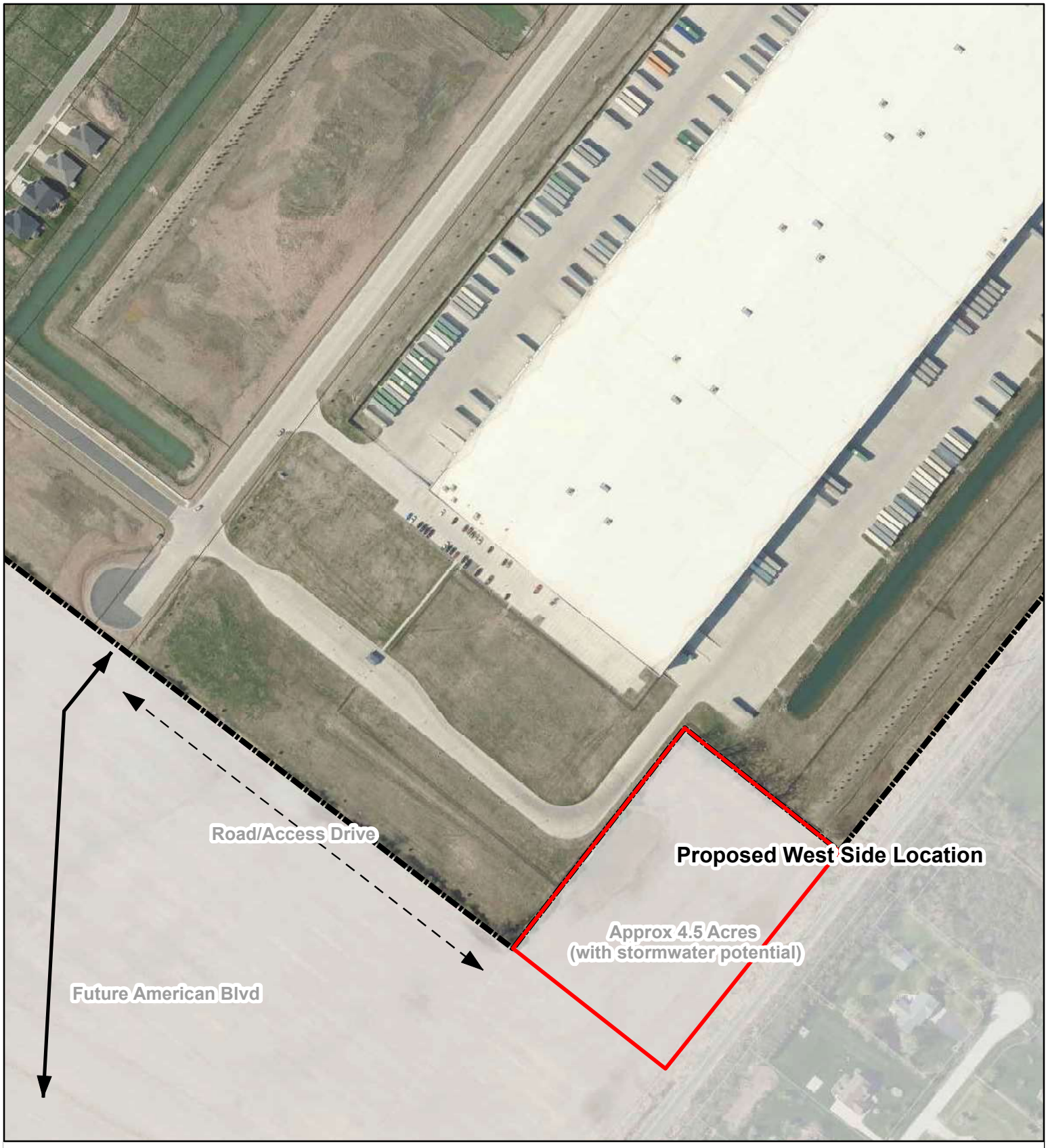
This map was produced utilizing a variety of sources the City of De Pere reasonably believes are reliable, including GIS data, some of which was under development at the time this map was produced.
The City of De Pere makes no warranty, either expressed or implied, including no warranty as to fitness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

File Path: X:\GIS\Administration\Planning\Economic Development\11. Special Projects\Yard Waste Relocation\Mapping

Data Source: City of De Pere, Brown County, NGS



Yard Waste Drop Off Site Map - WestSite Detail Map

City of De Pere

0 0.0175 0.035 0.07 0.105 0.14 Miles

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File Path: X:\GIS\Administration\Planning\Economic Development\11. Special Projects\Yard Waste Relocation\Mapping

Data Source: City of De Pere, Brown County, NGS

Ledgeview
Set your sights high

June 9, 2025

Ms. Kim Flom, City Manager
City of De Pere
335 S. Broadway Street
De Pere, WI 54115

Dear Ms. Flom,

Subject: Termination of Compost Services Agreement

I am writing to formally notify you of the Town of Ledgeview's decision to terminate the existing agreement concerning compost services as stipulated in the 1998 agreement between our municipalities. This decision is made following the contractual provisions set forth in the agreement.

The Town appreciates the cooperation and service provided by the City of De Pere throughout the duration of this agreement. As per the terms outlined, this notice serves to inform you that we intend to proceed with the termination effective December 31, 2025, which complies with the notice period required by the agreement.

We anticipate a diligent and orderly conclusion of services and will ensure that all final matters are handled professionally. Please contact our office at your earliest convenience to discuss any remaining details and to facilitate a seamless transition.

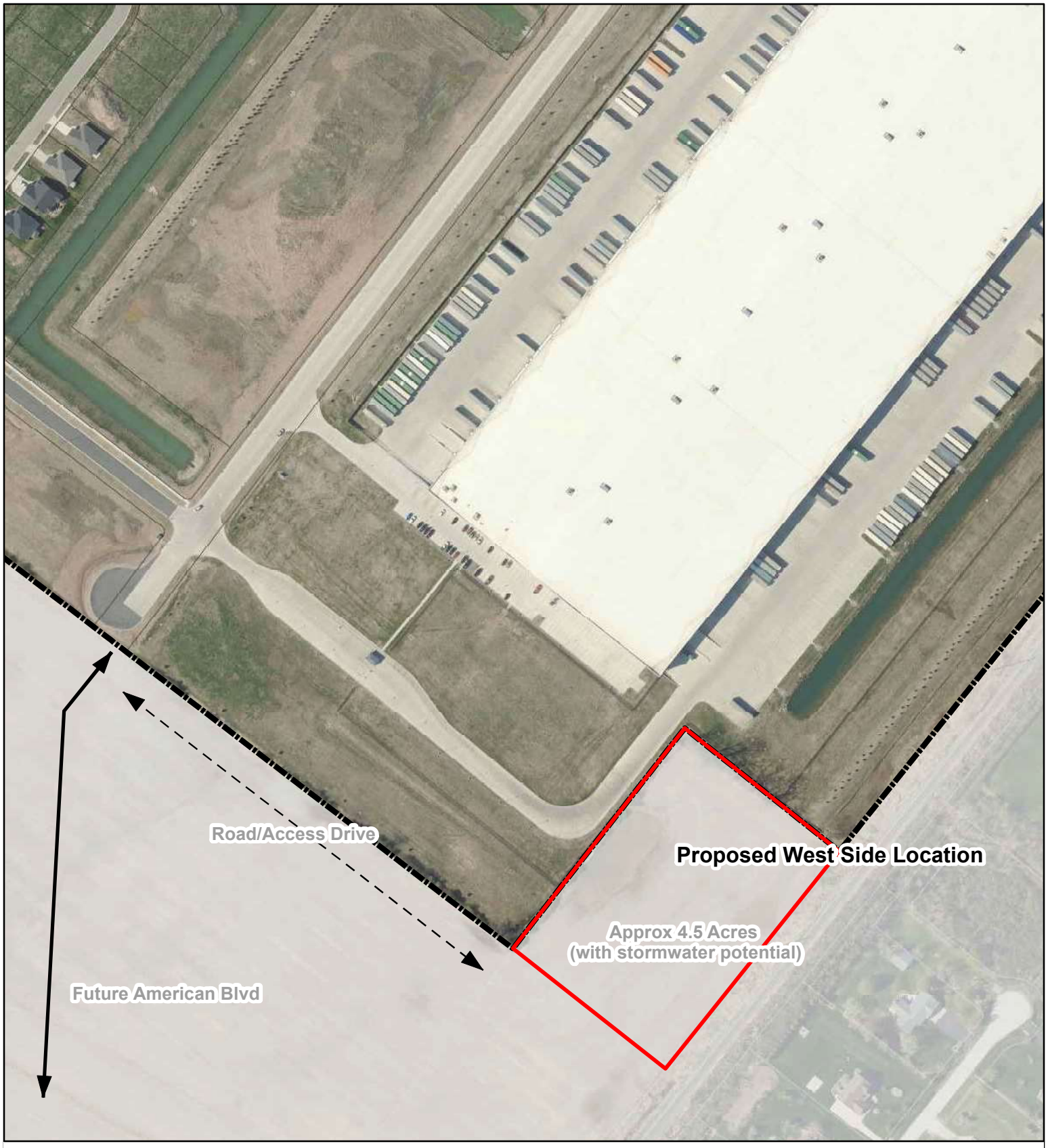
Thank you for your attention to this matter and your continued partnership.

Sincerely,

Sarah K. Burdette, Administrator
Town of Ledgeview

cc: Ledgeview Town Board
Greg Potts, Ledgeview Public Works Director

3700 Dickinson Road
De Pere WI 54115
P: 920/336/3360 F: 920/336/8517
www.ledgeviewwisconsin.com



Yard Waste Drop Off Site Map - WestSite Detail Map

City of De Pere

0 0.0175 0.035 0.07 0.105 0.14 Miles

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Data Source: City of De Pere, Brown County, NGS

Scott Thoresen

From: Scott Thoresen
Sent: Wednesday, July 30, 2025 9:48 AM
To: Scott Thoresen
Subject: Wetland Mitigation Requirements for Non-Federal Wetland Exemption Request EXE-NE-2025-5-02040

From: Brandon D. Robaidek <brobaidek@releeinc.com>
Sent: Monday, July 07, 2025 8:27 AM
To: Eric Rakers <erakers@deperewi.gov>
Subject: FW: Wetland Mitigation Requirements for Non-Federal Wetland Exemption Request EXE-NE-2025-5-02040

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good Morning Eric,

See below regarding the need to purchase mitigation credits for the Yard Waste Facility. Is there a bank that you have used in the past or a certain bank you wish to use for this project? Let me know and I can reach out and confirm they have credits available and get them the needed information to proceed with the credit purchase.

Thanks,
Brandon

Brandon Robaidek, P.E. | Civil Engineer
920-662-9641 | brobaidek@releeinc.com
Robert E. Lee & Associates, Inc.

From: Henschel, Angel J - DNR <angel.henschel@wisconsin.gov>
Sent: Thursday, July 03, 2025 2:11 PM
To: Eric Rakers <erakers@deperewi.gov>; Brandon D. Robaidek <brobaidek@releeinc.com>
Cc: Lundeen, Chelsey A - DNR <chelsey.lundeen@wisconsin.gov>
Subject: Wetland Mitigation Requirements for Non-Federal Wetland Exemption Request EXE-NE-2025-5-02040

Hi Eric and Brandon,

DNR has completed its review of the City of De Pere Yard Waste Site Non-Federal Wetland Exemption Request: EXE-NE-2025-5-02040 located in an urban area in the NW Q of Section 07, Township 22 North, Range 20 East, City of De Pere, Brown County. The project will result in permanent impacts to 26,496 square feet (0.61 acres) of fresh (wet) meadow wetlands in the Fox Service Area, Lower Fox HUC 8.

According to state statute, wetland impacts in urban areas between 10,000 square feet and 1 acre (43,560 sq ft) per parcel that qualify for the non-federal wetland exemption require the purchase of wetland mitigation credits to compensate for the wetland losses. Your application will remain on hold until the mitigation requirements as

described below have been satisfied. Based upon the facts outlined above, the DNR has determined the project has the following wetland mitigation requirements:

Permanent Fresh (Wet) Meadow Wetland Impacts:

- 26,496 square feet – 10,000 square feet (non-federal reduction) = 16,496 SF
- 16,496 SF X 1.2:1 ratio = 19,795.2
- 19,795.2/43,560 = 0.45 mitigation credits required to be purchased

DNR has determined that mitigation for the above-mentioned wetland impacts will be accomplished through the purchase of Wetland Mitigation Bank Credits as there are private wetland mitigation bank credits available in the Fox service area. As wetland credits are available, please contact one or more of the following mitigation bank sponsors and purchase 0.45 credits as fresh (wet) meadow, sedge meadow, OR wet to wet mesic prairie. Of the below options, please choose the one that works best for your project.

- Brooks Road Wetland Mitigation Bank

Contact: Chet Wesenberg (chet@wesenberg.co or 920-410-6200)

- Leach Farms Wetland Mitigation Bank

Contact: Tom Leach (tleach@leachfarms.com or 925-300-4114)

- Northland Fremont Wetland Mitigation Bank

Contact: Al O'Leary (aoleary@wctc.net or 715-323-2050)

- Shawano County Robinson Wetland Mitigation Bank

Contact: Hunter Hoffman (hunter.hoffman@co.shawano.wi.us or 715-526-9182)

- Waupaca River Wetland Mitigation Bank

Contact: Casey Beyersdorf (casey.beyersdorf@co.waupaca.wi.us or 715-258-7152)

- Wolf River Wetland Mitigation Bank

Contact: Ann Key (ann@wetlandsandwater.com or 715-892-4211)

Once you receive an affidavit of credit purchase from the mitigation bank sponsor, please forward that information to Chelsey Lundeen (attached on this email) and me. Please note that DNR cannot issue our permit approval until we receive the affidavit of credit purchase.

Let me know if you have any questions about this email and have a happy Fourth of July weekend!

Best,

Angel Henschel
Water Management Specialist
Division of External Services
Wisconsin Department of Natural Resources
2984 Shawano Ave
Green Bay, WI 54313-6727
Mobile: (920) 366-7249
Angel.Henschel@wisconsin.gov

dnr.wi.gov
Our core values include professionalism, integrity, and customer service.

Please visit our survey to provide feedback on your experience interacting with any DNR employee.

Scott Thoresen

From: Kurt Minten <kurtm@lawrencewi.gov>
Sent: Wednesday, June 11, 2025 7:04 AM
To: Scott Thoresen
Cc: Patrick Wetzel; Eric Rakers; James Boyd; Kim Flom; Tony Fietzer; Dan Carpenter; Patrick Wetzel
Subject: RE: Yard Waste Site Update

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Good morning Scott,

The Town is very interested in a joint yard waste site. As plans move forward please keep us informed due to the fact that we would be interested in having an agreement in place by the end of 2025. We would like to reallocate the location we have now for future town needs.

Thanks for update and have a nice day,

Kurt Minten
Director of Public Works
Town of Lawrence
920-660-6695
Kurtm@Lawrencewi.gov

ATTENTION!! Please update your contact information with my new email address: Kurtm@lawrencewi.gov

---

From: Scott Thoresen <sthoresen@deperewi.gov>
Sent: Tuesday, June 10, 2025 6:29 AM
To: Kurt Minten <kurtm@lawrencewi.gov>
Cc: Patrick Wetzel <patrickw@lawrencewi.gov>; Scott Thoresen <sthoresen@deperewi.gov>; Eric Rakers <erakers@deperewi.gov>; James Boyd <jboyd@deperewi.gov>; Kim Flom <kflom@deperewi.gov>; Tony Fietzer <tfietzer@deperewi.gov>; Dan Carpenter <dcarpenter1@deperewi.gov>
Subject: Yard Waste Site Update

Good Morning Kurt,

Happy Tuesday!

I wanted to provide you with an update on the west side yard waste site. We are working through the design process at this time. There are wetlands impacting the project we will need to mitigate as part of the project. It is our intent bid and construct this site in 2026.

I know we have had discussions in the past with the Town of Lawrence interested in entering into an intergovernmental agreement so the residents of the Town can use this yard waste site. Is the Town still interested in doing this? Please advise.

Any questions please let me know.

Make it a great day!

Thanks,

Scott J. Thoresen, P.E.
Director of Public Works | City of De Pere
925 South Sixth Street| De Pere, WI 54115
Tel: (920) 339-8095 | Fax: (920) 339-4071

Email: sthoresen@mail.de-pere.org
Facebook: City of De Pere Facebook

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City of De Pere, Wisconsin **1.11**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Public Works
FROM:	Scott Thoresen, Public Works Director
SUBJECT:	Recommendation from the Board of Public Works on installation of the Vercada gate system with card access for yard waste site security and monitoring.
RECOMMENDED ACTION:	Staff is recommending installation of the Vercada system with swipe card access for monitoring and accessing the site

The Board of Public Works at the August 11, 2025 meeting approved installation of the Vercada gate system with card access for yard waste site security and monitoring and moved to send it to the Common Council for consideration. The motion passed with a 5-0 vote.

ATTACHMENTS:
BOPW Yard Waste Site security

CITY OF DE PERE
MEMO

To: Board of Public Works
From: Tony Fietzer, Street Superintendent
Date: August 11, 2025
RE: Consideration and possible action on yard waste site security and monitoring*

The city is constructing a new yard waste drop off site at 2000 Commerce Dr. As part of the construction of the site, the need for security and monitoring needs to be reviewed. Additionally, the Town of Ledgeview is terminating their shared use agreement with the City effective Dec. 31, 2025. With the Town of Ledgeview terminating the agreement, it will be critical for our operation and costs to monitor and control access of the users to ensure only corporate city limit residents utilize the site.

With the construction of the new site, an eight (8) foot tall security fence will be constructed around the property in compliance with DNR requirements of the permit. The yard site will also have two (2) 18' driveways, an entrance and an exit. The driveways will have gates. The site will also have security cameras installed allowing for both security and site monitoring.

The issue is how to monitor the site. I have included three options:

The proposed gate style will be a sliding gate, made of the same type of composite fencing to match the rest of the fence. The gates will have a free exit loop on the inside with security card access and/or license plate reader on the outside. The security card and/or license plate reader access would allow city residents to use the site while ensuring the site remains closed for non-residents. The system "Vercada" is the same system used for security cameras throughout the city. The system allows for a license plate reader that would have the capability to recognize registered license plates and open the gate when the vehicle approaches the gate. The system would require residents to register their vehicle with the City. The registration would confirm residency and allow the city to provide information on the yard waste site. The information can include acceptable and unacceptable materials, what is available for residents, where the debris goes, etc. The system would also allow for a security card pass. This would be a swipe card that can be used to access in lieu of the license plate reader. The swipe card can be activated/deactivated electronically and could require annual updating in case someone moves out of city or changes of vehicle. This system also allows for remote access allowing the gate to be opened via website or cell phone. The use of the automated card access gate system allows the site to be utilized during a time frame the city sets. Automated card access allows for closing the site during certain dates/times. It also allows use of the site on holidays without requiring staffing.

The cost of the card is approximately $15 per card. The cost of the camera system and internet connectivity is $28,971.15. Chief Muraski has been working with Camera Corner on the logistics and quote for this project. He is awaiting the cost on the license plate reader/swipe card access point.

While researching this type of proposal, the Town of Greenville, Village of Thiensville, and the Village of Kimberly currently operate this type of system. The Town of Greenville provides authorized users with a swipe card for a fee per year. The cost covers the cost of the card. The town takes down the user's name, address, phone, vehicle plate and description. The card expires 12/31 of each year requiring a renewal to use annually. This is being done to ensure the cards don't keep getting used by people if they move out of town, pass away, pass on to others etc. It also allows for updating vehicle descriptions, addresses and phone numbers. The town advises residents that they monitor the site using cameras and swipe card access. This also assists in determining usage times and number of users. The Village of Thiensville uses a similar type of set up but charge a $20 annual user fee. This system doesn't have a license plate reader, however, a swipe card access that requires a $20 annual renewal fee. The Village of Kimberly uses automatic gates that open at 6:30A and close at 8:00P. The village collects license plate numbers of residents to monitor the site with security cameras.

The other option is staffing the site with attendants. The attendants would check ID's of the users to ensure they are city residents. The yard waste site was previously open and staffed 7 hours a day through 2010 when elected officials decided to eliminate the staffing of the site.

The existing yard waste site has had users arrive as early as 530A and as late at 930P with some using the site in the hours of darkness. If staffing is the direction, hours of operation need to be established. For example, hours of 8a-8p would require 12 hours of staffing, 7 days a week for approximately 40 weeks (considering closing during winter) would cost approximately $99,792 annually. This is an estimate of $29.70/hour ($22/hour plus fringe), $2494.80/week for 40 weeks. This would require hiring 3-5 additional employees depending on the number of hours allowed to work as seasonal staff. The use of staff will require more coordination and working with each other to address covering shifts for illness, vacations, special events/occasions etc. This would be a recurring budgeted amount. If the yard sites were to be open and staffed as they were prior to 15 years ago, the site would be open 7 hours a day, 7 days a week for 40 weeks (proposed closed January, February, and March) would cost roughly $58,212.00 annually.

The third option is do nothing/status quo. Currently our site shows operating hours from dawn to dusk. The site now remains unlocked and open 24 hours/7 days a week. The site is to be used by only City of De Pere and Town of Ledgeview residents; however, the site is used by individuals outside those areas as well, often times disposing of items we don't accept like concrete, building materials, landscape edging, etc. With the Town of Ledgeview leaving our mutual agreement, the Town of Ledgeview residents won't be allowed to use the site and not monitoring the site will lead to use by individuals that shouldn't be using the site. With the site

being geographically smaller and the Town of Ledgeview no longer being allowed to use the site, this isn't a sustainable option.

Staff is recommending installation of the Vercada system with the license plate reader and swipe card access for monitoring and accessing the site. It is recommended residents pay a one-time fee for the card (roughly $15) and the renewal annually is free. Any replacement cards would be a $25 dollar fee for card and admin set up and disabling of lost/stolen card. There would be one card issued per household. The resident's responsibility would include registering with the city their vehicle(s), provide contact information, receive and acknowledge the rules of the yard waste site. The renewal process can be completed online. The online renewal will be set up to verify property owner or renter. The property owner can be verified through Brown County property records. The renter would be required the list their landlord on the renewal form. The current yard waste site will close at the end of 2025. Signage and/or message boards will placed at the existing site this fall notifying residents of the closure and process to access the new site. Mailings can also be included in water bills, social media and website, Mayor's Corner etc. In addition if staff or light duty staff is available to be assigned to the existing site this fall, face to face messaging can be used.

City of De Pere, Wisconsin **1.12**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Public Works
FROM:	Scott Thoresen, Public Works Director
SUBJECT:	Resolution #25-87 Authorizing Renewal Service Agreement with HydroCorp, LLC (Cross-Connection Control).
RECOMMENDED ACTION:	Staff recommends that the City renew our contract with HydroCorp to continue to facilitate the cross-connection inspection program for commercial and industrial properties through August 1, 2027.

The Board of Public Works at the August 11, 2025 meeting approved the HydroCorp Commercial Cross Connection Inspection Contract Renewal and moved to send it to the Common Council for consideration. The motion passed with a 5-0 vote.

ATTACHMENTS:
Reso25-87, 2025 0811 CI_BOPW Memo_HydroCorp Commercial Cross Connection Inspection Contract Renewal, HydroCorp Non-Residential CCC Program Agreement and Addendum_2025-06-26

RESOLUTION #25-87

AUTHORIZING RENEWAL SERVICE AGREEMENT WITH HYDROCORP, LLC
(CROSS-CONNECTION CONTROL)

WHEREAS, the City of De Pere utilizes HydroCorp, LLC for its ongoing Cross-Connection Control Program for commercial and industrial cross-connection control inspection services for water security purposes to maintain compliance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Regulations and Wisconsin Administrative Code §810.15; and

WHEREAS, the Board of Public Works has reviewed this matter and recommends that the City continue its contract with HydroCorp, LLC for such services pursuant to the terms and conditions of the Renewal Service Agreement, as is attached hereto.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The City Manager is authorized and directed to execute such Renewal Service Agreement, together with such renewals thereof, provided the terms and conditions are substantially similar and sufficient funds have been properly budgeted.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/11/2025

CITY OF DE PERE
MEMO

To: Honorable Mayor Boyd
Members of the Board of Public Works
From: Eric Zygarlicke, Water Department Supervisor
Date: August 11, 2025

RE: Consideration and Possible Action for HydroCorp Commercial Cross-Connection Inspection Contract Renewal*

Our contract with HydroCorp for the commercial and industrial cross-connection control program expired on August 1, 2025. Attached is the contract renewal submitted by HydroCorp for consideration.

The City is required by the Wisconsin Administrative Code 810.15 to maintain our cross-connection control program that began in 2008.

The purpose of the cross-connection program is to ensure that the City provides and protects the water distribution system according to safe drinking water standards. The cross-connection program will inspect private plumbing systems for commercial and industrial properties to make sure they cannot contaminate the City's water supply. The cross-connection program will continue to establish and administer guidelines for controlling cross-connections and implementing means to ensure their enforcement. This work will protect that the public drinking water both in the City's distribution mains as well as within private buildings.

The department recommends that the City renew our contract with HydroCorp to continue to facilitate the cross-connection inspection program for commercial and industrial properties through August 1, 2027. The new two (2) year contract is for a total amount of $65,389.50. The funding for this program is budgeted for the 2025 water utility budget.

If you should have any questions or concerns regarding this matter, feel free to contact Scott Thoresen or my office.

Renewal Service Agreement

DEVELOPED FOR

Eric Zygarlicke

De Pere, City Of

925 S Sixth St.

De Pere, WI, 54115-119

6/26/2025

KEEPING DRINKING WATER SAFE FOR INDUSTRIES AND MUNICIPALITIES

For over 30 years, HydroCorp™ has been dedicated to safe drinking water for companies and communities across North America. Fortune 500 firms, metropolitan centers, utilities, small towns and businesses – all rely on HydroCorp to protect their water systems, averting backflow contamination and the acute health risks and financial liabilities it incurs.

HYDROCORP™

THE SAFE WATER AUTHORITY™

CROSS-CONNECTION CONTROL / BACKFLOW PREVENTION

WATER SYSTEM SURVEYS / AUDITS

PIPE SYSTEM MAPPING AND LABELING

WATER SAMPLING AND ANALYSIS / RISK ASSESSMENTS

PROGRAM AND PROJECT MANAGEMENT

COMPLIANCE ASSISTANCE / DOCUMENTATION

MICHIGAN CORPORATE OFFICE
5700 Crooks Road, Suite 100
Troy, MI 48098
800.690.6651 TOLL FREE
248.250.5000 PHONE
248.786.1788 FAX GENERAL
info@hydrocorpinc.com EMAIL

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Statement of Work

HydroCorp™ will provide the following services to the De Pere, City Of. This project is a continued effort for an ongoing Cross-Connection Control Program and will provide the De Pere, City Of with the necessary data and information to maintain compliance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Regulations. Once this project has been approved and accepted by the De Pere, City Of and HydroCorp, you may expect completion of the following elements within an 24 month period. The components of the project include:

1.1. Program Review and Program Start-up Meeting**.** Company will conduct a Program Startup Meeting for the Cross-Connection Control/Backflow Prevention Program. Items for discussion/review will include the following:

- Review state & local regulations
- Review and/or provide assistance in establishing local Cross-Connection Control Ordinance
- Review/establish wording and timeliness for program notifications including:
  - Inspection Notice
  - Compliance Notice
  - Non-Compliance Notices 1-2, Penalty Notices
- Special Program Notices
- Electronic use of notices/program information
- Obtain updated facility listing, address information and existing program data from Utility.
- Prioritize Inspections (Utility owned buildings, schools, high hazard facilities, special circumstances.)
- Review/establish procedure for vacant facilities.
- Establish facility inspection schedule.
- Review/establish procedures and protocols for addressing specific hazards.
- Review/establish high-hazard, complex facilities and large industrial facility inspection/containment procedures including supplemental information/notification that may be requested from these types of facilities in order to achieve program compliance.
- Review/establish program reporting procedures including electronic reporting tools.
- Review/establish educational and public awareness brochures.

1.2. Inspections. Company will perform initial inspections, compliance inspections, and re-inspections at individual industrial, commercial, institutional facilities and miscellaneous water users within the utility served by the public water supply for cross-connections. Inspections will be conducted in accordance with the Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater Cross Connection Control Rules.

1.3. Inspection Schedule. Company shall determine and coordinate the inspection schedule. Inspection personnel will check in/out on a daily basis with the Client Contract Manager. The initial check-in will include a list of inspections scheduled. An exit interview will include a list of inspections completed.

1.4. Program Data. Company will generate and document the required program data for the Facility Types listed in the Services using the Company's Software Data Management Program. Program Data shall remain property of Client; however, Company's Software Data Management program shall remain the property of Company and can be purchased for an additional fee. Services include:

(a) Prioritize and schedule inspections
(b) Notify users of inspections, backflow device installation and testing requirements, if applicable
(c) Monitor inspection compliance using Company's online software management program
(d) Maintain the program to comply with all Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater regulations

1.5. Management Reports. Company will submit comprehensive management reports in electronic, downloadable format on a quarterly & annual basis to Client.

1.6. Review of Cross-Connection Control Ordinance. Company will review or assist in the development of a cross-connection control ordinance.

1.7. Public Relations Program. Company will assist Client with a community-wide public relations program, including general awareness brochures and website cross-connection control program content. The utility/city will provide HydroCorp with an electronic copy of the utility logo or utility letterhead and all envelops for the mailing of all official program correspondence only (300 dpi in either .eps, or other high-quality image format)

1.8. Support. Company will provide ongoing support via phone, fax, text, website, or email for the Term.

1.9. Facility Types. The facility types included in the program are as follows: industrial; institutional; commercial; miscellaneous water users; and multifamily. Large industrial and high-hazard complexes or facilities may require inspection/survey services outside the scope of this Agreement. Company typically allows a maximum of up to three (3) hours of inspection time per facility. An independent cross-connection control survey (at the business owner's expense) may be required at these larger/complex facilities, and the results submitted to Client to help verify program compliance.

1.10. Inspection Terms. Company will perform a maximum of 451.00 inspections over the Renewal Term. The total inspections include all initial inspections, compliance, and re-inspections. Additional Inspections above the contract terms will be billed separately at a rate of $144.99. Company Personnel will not enter confined spaces. *Vacant facilities that have been provided to Company, scheduled no show, or refusal of inspection will count as an inspection/site visit for purposes of the contract*.

1.11. Compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater . Company will assist in compliance with Wisconsin Department of Natural Resources, Bureau of Drinking Water and Groundwater cross-connection control program requirements for all commercial, industrial, institutional, residential, multifamily, and public authority facilities.

1.12. Policy Manual. Company will review and/or develop a comprehensive cross-connection control policy manual/plan and submit to the appropriate regulatory agency for approval on behalf of Client.

1.13. Inventory. Company shall inventory all accessible (ground level) backflow prevention assemblies and devices. Documentation will include: location, size, make, model, and serial number (if applicable).

1.14. Data Management. Company shall provide data management and program notices for all inspection services throughout the Term.

1.15. Annual Year-End Review. Company will conduct an on-site annual or year-end review meeting to discuss the overall program status and specific program recommendations.

1.16.

The above services will be provided for:

Year	Monthly Amount	Annual Amount
1	$2,671.13	$32,053.50
2	$2,778.00	$33,336.00
Contract Total	$65,389.50	

Contract Amount is based upon a 24 Months term and shall renew in 12-month increments unless written cancellation by either party received at least 60 days prior to next renewal. HydroCorp will invoice in Monthly Amounts. Pricing is valid for 90 days from the date of the proposal.

SIGNATURES

IN WITNESS WHEREOF, the parties have duly executed this Agreement effective as of the date of 8/1/2025.

De Pere, City Of

_____

By:

Title:

HydroCorp

_____

By: Paul M. Patterson

Its: Senior Vice President

HYDROCORP, LLC
TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES

1. Applicability. These terms and conditions (these "**Terms**") are the only terms which govern the provision of the professional services ("**Services**") by HydroCorp, LLC, a Michigan limited liability company ("**Company**") to the customer named on the attached statement of work, order form, proposal, or purchase order ("**Client**", and together with Company the "**Parties**" and each individually a "**Party**"). The attached statement of work, order form, proposal, or purchase order (the "**Proposal**") and these Terms (collectively, this "**Agreement**") comprise the entire agreement between the Parties, and supersede all prior or contemporaneous understandings, agreements, negotiations, representations and warranties, and communications, both written and oral. The Proposal is limited to and conditional upon Client's acceptance of these Terms exclusively. Any additional or different terms proposed by Client, whether in the Proposal or otherwise, are unacceptable to Company, are expressly rejected by Company, and will not become a part of the Proposal.

2. Performance of Services; Company Obligations. Company shall provide to Client the Services described and in accordance with the terms and conditions set forth in this Agreement. Additional Services may be added only by executing a new Proposal. Company shall provide Client with an electronic file copy of the utility logo or utility letterhead and all envelopes for the mailing of all official program correspondence only.

3. Client Obligations. Client shall: (a) designate one of its employees or agents to serve as its primary contact with respect to this Agreement and to act as its authorized representative with respect to matters pertaining to this Agreement (the "**Client Contract Manager**"), with such designation to remain in force unless and until a successor Client Contract Manager is appointed; (b) require that the Client Contract Manager respond promptly to any reasonable requests from Company for instructions, information, or approvals required by Company to provide the Services; (c) cooperate with Company in its performance of the Services and provide access to Client's premises, employees, contractors, and equipment as required to enable Company to provide the Services; (d) take all steps necessary, including obtaining any required licenses or consents, to prevent Client-caused delays in Company's provision of the Services; (e) comply with all responsibilities listed on the Proposal in connection with Company's provision of the Services.

4. Fees and Expenses. In consideration of the provision of the Services by Company and the rights granted to Client under this Agreement, Client shall pay the fees set out in the applicable Proposal. Payment to Company of such fees and the reimbursement of expenses pursuant to this Section 4 shall constitute payment in full for the performance of the Services. Unless otherwise provided in the applicable Proposal, all payments shall be due and payable within thirty (30) days of the date set forth on an invoice. Client shall reimburse Company for all reasonable expenses incurred in accordance with the Proposal if such expenses have been pre-approved, in writing by the Client Contract Manager, within thirty (30) days of receipt by Client of an invoice from Company accompanied by receipts and reasonable supporting documentation. Client shall be responsible for all sales, use and excise taxes, and any other similar taxes, duties and charges of any kind imposed by any federal, state or local governmental entity on any amounts payable by Client hereunder; and to the extent Company is required to pay any such sales, use, excise, or other taxes or other duties or charges, Client shall reimburse Company in connection with its payment of fees and expenses as set forth in this Section 4. Notwithstanding the previous sentence, in no event shall Client pay or be responsible for any taxes imposed on, or regarding, Company's income, revenues, gross receipts, personnel, or real or personal property or other assets.

5. Intellectual Property; Ownership.

(a) Except as set forth in Section 5(c), Client is, and shall be, the sole and exclusive owner of all right, title, and interest in and to the Deliverables (as defined herein) upon full payment of any fees owed to Company, including all Intellectual Property Rights (as defined herein) therein. Company agrees, and will cause its employees or contractors (the "**Company Representatives**") to agree, that with respect to any Deliverables that may qualify as "work made for hire" as defined in 17 U.S.C. § 101, such Deliverables are hereby deemed a "work made for hire" for Client. To the extent that any of the Deliverables do not constitute a "work made for hire", Company hereby irrevocably assigns, and shall cause the Company Representatives to irrevocably assign to Client, in each case without additional consideration, all right, title, and interest throughout the world in and to the Deliverables, including all Intellectual Property Rights therein. Company shall cause the Company Representatives to irrevocably waive, to the extent permitted by applicable law, any and all claims such Company Representatives may now or hereafter have in any jurisdiction to so-called "moral rights" or rights of droit moral with respect to the Deliverables. As used herein: (a) "**Deliverables**" mean all documents, work product, and other materials that are delivered to Client hereunder or prepared by or on behalf of Company in the course of performing the Services; and (b) "**Intellectual Property Rights**" means all (i) patents, patent disclosures, and inventions (whether patentable or not), (ii) trademarks, service marks, trade dress, trade names, logos, corporate names, and domain names, together with all of the goodwill associated therewith, (iii) copyrights and copyrightable works (including computer programs), and rights in data and databases, (iv) trade secrets, know-how, and other confidential information, and (v) all other intellectual property rights, in each case whether registered or unregistered and including all applications for, and renewals or extensions of, such rights, and all similar or equivalent rights or forms of protection in any part of the world.

(b) Upon Client's reasonable request, Company shall, and shall cause the Company Representatives to, promptly take such further actions, including execution and delivery of all appropriate instruments of conveyance, as may be necessary to assist Client to prosecute, register, perfect, or record its rights in or to any Deliverables.

(c) Company and its licensors are, and shall remain, the sole and exclusive owners of all right, title, and interest in and to the Pre-Existing Materials (as defined herein), including all Intellectual Property Rights therein. Company hereby grants Client a limited, irrevocable, perpetual, fully paid-up, royalty-free, non-transferable, non-sublicenseable, worldwide license to use, perform, display, execute, reproduce, distribute, transmit, modify (including to create derivative works), import, make, have made, sell, offer to sell, and otherwise exploit any Pre-Existing Materials to the extent incorporated in, combined with or otherwise necessary for the use of the Deliverables solely to the extent reasonably required in connection with Client's receipt or use of the Services and Deliverables. All other rights in and to the Pre-Existing Materials are expressly reserved by Company. As used herein, "**Pre-Existing Materials**" means all documents, data, know-how, methodologies, software, and other materials, including computer programs, reports, and specifications, provided by or used by Company in connection with performing the Services, in each case developed or acquired by Company prior to the commencement or independently of this Agreement.

(d) Client and its licensors are, and shall remain, the sole and exclusive owner of all right, title, and interest in and to the Client Materials (as defined herein), including all Intellectual Property Rights therein. Company shall have no right or license to use any Client Materials except solely during the Term to the extent necessary to provide the Services to Client. All other rights in and to the Client Materials are expressly reserved by Client. As used herein, "**Client Materials**" means any documents, data, know-how, methodologies, software, and other materials provided to Company by Client.

6. Access to Company's Software Data Management Program; Management Reports.

(a) Subject to the terms and conditions in this Section 6, Client may, at Client's option, elect to access and use Company's

Software Data Management Program (the "**Software**") during the Term. Company will generate and document the required program data for the facility types listed in the Proposal using the Software. Any Client Materials inserted into the Software by or on behalf of Client, or any Deliverables produced as a result of the Software, shall remain property of Client; however, the Software shall remain the property of HydroCorp.

(b) Client agrees to not (i) copy, modify, or create derivative works of the Software, in whole or in part; (ii) rent, lease, lend, sell, sublicense, assign, distribute, publish, transfer, or otherwise make available the Software; (iii) reverse engineer, disassemble, decompile, decode, adapt or otherwise attempt to derive the source code of the Software, in whole or in part; (iv) remove any proprietary notices from the Software; or (v) use the Software in any manner or for any purpose that infringes, misappropriates, or otherwise violates any intellectual property rights of Company.

(c) Client acknowledges that, as between Client and Company, Company owns all right, title and interest, including all intellectual property rights in and to the Software and any derivative works thereof, including all changes, modification, improvements, updates, version, and new releases or any information or data generated by the Software.

(d) Company warrants as of the date of the Proposal, the Software is in functioning condition and is not delivered with viruses or malicious code. EXCEPT FOR THE WARRANTY SET FORTH ABOVE, THE SOFTWARE IS PROVIDED "AS IS" AND COMPANY DISCLAIMS ALL WARRANTIES, WHETHER EXPRESS, IMPLIED, STATUTORY, OR OTHERWISE, INCLUDING BUT NOT LIMITED TO ALL IMPLIED WARRANTIES OF MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR A PARTICULAR PURPOSE. COMPANY MAKES NO WARRANTY (i) THAT CLIENT'S USE OF THE SOFTWARE WILL MEET CLIENT'S REQUIREMENTS, BE ACCURATE, OR BE ERROR FREE, (ii) THAT THE SOFTWARE WILL BE AVAILABLE AT ANY PARTICULAR TIME OR LOCATION; (iii) THAT ANY DEFECTS OR ERRORS WILL BE CORRECTED; (iv) THAT CLIENT MAY RELY ON THE SOFTWARE FOR COMPLIANCE WITH ANY STATUTORY OR REGULATORY REQUIREMENTS AND/OR REPORTING OBLIGATIONS; OR (v) THAT THE SOFTWARE WILL BE COMPATIBLE WITH ANY HARDWARE OR SYSTEMS SOFTWARE CONFIGURATION.

(e) Comprehensive management reports in electronic, downloadable format on a, as applicable to Client, monthly, quarterly, and/or annual basis shall be available for access by Client. Reports to include the following information: (i) name, location, and date of inspections; (ii) number of facilities inspected/surveyed; and (iii) number of facilities compliant/non-compliant.

7. Confidentiality. From time to time during the Term, either Party (as the "**Disclosing Party**") may disclose or make available to the other Party (as the "**Receiving Party**"), non-public, proprietary, and confidential information of Disclosing Party, whether disclosed in writing or orally, and whether or not labeled as "confidential" ("**Confidential Information**"); provided, however, that Confidential Information does not include any information that: (a) is or becomes generally available to the public other than as a result of Receiving Party's breach of this Section 6; (b) is or becomes available to the Receiving Party on a non-confidential basis from a third-party source that was not legally or contractually restricted from disclosing such information; (c) the Receiving Party establishes by documentary evidence, was in Receiving Party's possession prior to Disclosing Party's disclosure hereunder; or (d) the Receiving Party establishes by documentary evidence, was or is independently developed by Receiving Party or its personnel without using any of the Disclosing Party's Confidential Information. The Receiving Party shall: (i) protect and safeguard the confidentiality of the Disclosing Party's Confidential Information with at least the same degree of care as the Receiving Party would protect its own Confidential Information, but in no event with less than a commercially reasonable degree of care; (ii) not use the Disclosing Party's Confidential Information, or permit it to be accessed or used, for any purpose other than to exercise its rights or perform its obligations under this Agreement; and (iii) not disclose any such Confidential Information to any person or entity, except to the Receiving Party's Representatives (as hereinafter defined) who need to know the Confidential Information to assist the Receiving Party, or act on its behalf, to exercise its rights or perform its obligations under this Agreement. If the Receiving Party becomes legally compelled to disclose any Confidential Information, the Receiving Party shall provide: (A) prompt written notice of such requirement so that the Disclosing Party may seek, at its sole cost and expense, a protective order or other remedy; and (B) reasonable assistance, at the Disclosing Party's sole cost and expense, in opposing such disclosure or seeking a protective order or other limitations on disclosure. If, after providing such notice and assistance as required herein, the Receiving Party remains required by applicable law to disclose any Confidential Information, the Receiving Party shall disclose no more than that portion of the Confidential Information which, on the advice of the Receiving Party's legal counsel, the Receiving Party is legally required to disclose and, upon the Disclosing Party's request, shall use commercially reasonable efforts to obtain assurances from the applicable court or agency that such Confidential Information will be afforded confidential treatment. As used herein, "**Representatives**" mean a Party's affiliates and each of their respective employees, agents, contractors, subcontractors, officers, directors, partners, shareholders, attorneys, third-party advisors, successors and permitted assigns.

8. Indemnification. Client shall defend, indemnify, and hold harmless Company and its affiliates and its and their respective members, managers, officers, directors, employees, agents, successors, and permitted assigns from and against all Losses (as defined herein) arising out of or resulting from any third-party claim arising out of or resulting from: (a) bodily injury, death of any person, or damage to real or tangible, personal property resulting from the grossly negligent or willful acts or omissions of Client; or (b) Client's breach of any representation, warranty, or obligation of Client in this Agreement. As used herein, "**Losses**" mean all losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees and the cost of enforcing any right to indemnification hereunder and the cost of pursuing any insurance providers.

9. Representations and Warranties. Each Party represents and warrants to the other Party that: (a) if an entity, it is duly organized, validly existing and in good standing as a corporation or other entity as represented herein under the laws and regulations of its jurisdiction of incorporation, organization, or chartering, or, if a municipal agency, it has the authority under the laws of its state of jurisdiction; (b) it has the full right, power, and authority to enter into this Agreement, to grant the rights and licenses granted hereunder, and to perform its obligations hereunder; (c) the execution of this Agreement by its representative whose signature is set forth at the end hereof has been duly authorized by all necessary corporate action

of the Party; and (d) when executed and delivered by such Party, this Agreement will constitute the legal, valid, and binding obligation of such Party, enforceable against such Party in accordance with its terms.

10. Limited Warranty.

(a) Company warrants that it shall perform the Services: (i) in accordance with the terms and subject to the conditions set out in the respective Proposal and this Agreement; (ii) using personnel of industry standard skill, experience, and qualifications; and (iii) in a timely, workmanlike, and professional manner in accordance with generally recognized industry standards for similar services.

(b) Company's sole and exclusive liability and Client's sole and exclusive remedy for breach of this warranty shall be as follows:

i. Company shall use commercially reasonable efforts to promptly cure any such breach; provided, that if Company cannot cure such breach within a reasonable time (but no more than thirty (30) days) after Client's written notice of such breach, Client may, at its option, terminate the Agreement by serving written notice of termination in accordance with Section 12.

ii. In the event the Agreement is terminated pursuant to Section 10(b)(i) above, Company shall within thirty (30) days after the effective date of termination, refund to Client any fees paid by Client as of the date of termination for the Service or Deliverables, less a deduction equal to the fees for receipt or use of such Deliverables or Service up to and including the date of termination on a pro-rated basis.

iii. The foregoing remedy shall not be available unless Client provides written notice of such breach within thirty (30) days after delivery of such Service or Deliverable to Client.

iv. COMPANY MAKES NO WARRANTIES EXCEPT FOR THAT PROVIDED IN SECTION 10(a) ABOVE. ALL OTHER WARRANTIES, EXPRESS AND IMPLIED, ARE EXPRESSLY DISCLAIMED.

11. Limitation of Liability. IN NO EVENT SHALL COMPANY BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT OR LOSS OF DATA OR DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGE WAS FORESEEABLE AND WHETHER OR NOT COMPANY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES, AND NOTWITHSTANDING THE FAILURE OF ANY AGREED OR OTHER REMEDY OF ITS ESSENTIAL PURPOSE. IN NO EVENT SHALL COMPANY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID TO COMPANY PURSUANT TO THE APPLICABLE PROPOSAL GIVING RISE TO THE CLAIM.

12. Term and Termination. This Agreement shall commence on the effective date of the Proposal and shall continue thereafter until terminated by either Party as set forth herein (the "**Term**"). Upon commencement of each Proposal, Client acknowledges and agrees that the fees owed by Client to Company shall be subject to an annual increase equal to the Consumer Price Index for All Urban Consumers (CPI-U); U.S. City Average; All items, not seasonally adjusted, 1982–1984=100 reference base, as of such annual fee increase date, or 4%, whichever is greater. Either Party may terminate this Agreement, effective upon written notice to the other Party (the "**Defaulting Party**"), if the Defaulting Party: (a) breaches this Agreement, and such breach is incapable of cure, or with respect to a breach capable of cure, the Defaulting Party does not cure such breach within thirty (30) days after receipt of written notice of such breach; (b) becomes insolvent or admits its inability to pay its debts generally as they become due; (c) becomes subject, voluntarily or involuntarily, to any proceeding under any domestic or foreign bankruptcy or insolvency law, which is not fully stayed within seven (7) business days or is not dismissed or vacated within forty-five (45) days after filing; (d) is dissolved or liquidated or takes any corporate action for such purpose; (e) makes a general assignment for the benefit of creditors; or (f) has a receiver, trustee, custodian, or similar agent appointed by order of any court of competent jurisdiction to take charge of or sell any material portion of its property or business. Termination of this Agreement will not terminate any outstanding Proposal, and the applicable Proposal shall continue in full force and effect until completion.

13. Insurance.

(a) During the term of this Agreement, Client shall, at its own expense, maintain and carry insurance with financially sound and reputable insurers, in full force and effect that includes, but is not limited to, commercial general liability on an all-risk basis and including extended coverage for matters set forth in this Agreement with financially sound and reputable insurers. Upon Company's request, Client shall provide Company with a certificate of insurance from Client's insurer evidencing the insurance coverage specified in this Agreement. The certificate of insurance shall name Company as an additional insured. Client shall provide Company with thirty (30) days' advance written notice in the event of a cancellation or material change in Client's insurance policy. Except where prohibited by law, Client shall require its insurer to waive all rights of subrogation against Company's insurers and Company.

(b) During the term of this Agreement, Company shall, at its own expense, maintain and carry the following types of insurance: (i) Comprehensive General Liability with limits no less than one million dollars ($1,000,000) per occurrence and two million dollars ($2,000,000) in the aggregate; (ii) Excess Umbrella Liability with limits no less than five million dollars ($5,000,000) per occurrence and five million dollars ($5,000,000) in the aggregate; (iii) Automobile Liability with limits no less than one million dollars ($1,000,000), combined single limit; (iv) Worker's Compensation with limits no less than one million dollars ($1,000,000) per occurrence; and (v) Errors and Omissions Liability with limits no less than two million dollars ($2,000,000) per occurrence and two million dollars ($2,000,000) in the aggregate. Upon Client's request, Company shall provide Client with a certificate of insurance from Company's insurer evidencing the insurance coverage specified in this Agreement. The certificate of insurance for the Comprehensive General Liability policy shall name Client as an additional insured. Company shall provide Client with thirty (30) days' advance written notice in the event of a cancellation or material change in Client's insurance policy.

14. Entire Agreement. This Agreement, including and together with any related Proposals, exhibits, schedules, attachments, and appendices, constitutes the sole and entire agreement of the Parties with respect to the subject matter contained herein, and supersedes all prior and contemporaneous understandings, agreements, representations, and warranties, both written and oral, regarding such subject matter.

15. Notices. All notices, requests, consents, claims, demands, waivers, and other communications under this Agreement (each, a "**Notice**") must be in writing and addressed to the other Party at its address set forth on the Proposal (or to such other address that the receiving Party may designate from time to time in accordance with this Section 15). Unless otherwise agreed herein, all Notices must be delivered by personal delivery, nationally recognized overnight courier or certified or registered mail (in each case, return receipt requested, postage prepaid). Except as otherwise provided in this Agreement, a Notice is effective only (a) on receipt by the receiving Party; and (b) if the Party giving the Notice has complied with the requirements of this Section 15.

16. Severability. If any term or provision of this Agreement is found by a court of competent jurisdiction to be invalid, illegal, or unenforceable in any jurisdiction, such invalidity, illegality, or unenforceability shall not affect any other term or provision of this Agreement or invalidate or render unenforceable such term or provision in any other jurisdiction.

17. Waiver. No waiver by any Party of any of the provisions of this Agreement shall be effective unless explicitly set forth in writing and signed by the Party so waiving. Except as otherwise set forth in this Agreement, no failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof, nor shall any single or partial exercise of any right, remedy, power, or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy, power, or privilege.

18. Assignment; Successors and Assigns. Client shall not assign, transfer, delegate, or subcontract any of its rights or delegate any of its obligations under this Agreement without the prior written consent of Company. Any purported assignment or delegation in violation of this Section 18 shall be null and void. No assignment or delegation shall relieve Client of any of its obligations under this Agreement. Company may assign any of its rights or delegate any of its obligations to any affiliate or to any person acquiring all or substantially all of Company's assets without Client's consent. This Agreement is binding on and inures to the benefit of the Parties to this Agreement and their respective permitted successors and permitted assigns.

19. Relationship of the Parties. The relationship between the Parties is that of independent contractors. The details of the method and manner for performance of the Services by Company be under its own control, Client being interested only in the results thereof. Company shall be solely responsible for supervising, controlling, and directing the details and manner of the completion of the Services. Nothing in this Agreement shall give Client the right to instruct, supervise, control, or direct the details and manner of the completion of the Services. The Services must meet Client's final approval and shall be subject to Client's general right of inspection throughout the performance of the Services and to secure satisfactory final completion. Nothing contained in this Agreement shall be construed as creating any agency, partnership, joint venture, or other form of joint enterprise, employment, or fiduciary relationship between the Parties, and neither Party shall have authority to contract for or bind the other Party in any manner whatsoever.

20. No Third-Party Beneficiaries. This Agreement benefits solely the Parties to this Agreement and their respective permitted successors and assigns and nothing in this Agreement, express or implied, confers on any other person or entity any legal or equitable right, benefit, or remedy of any nature whatsoever under or by reason of this Agreement.

21. Choice of Law. This Agreement and all related documents including all exhibits attached hereto and all matters arising out of or relating to this Agreement, whether sounding in contract, tort, or statute are governed by, and construed in accordance with, the laws of the State in which Client's principal place of business in located, without giving effect to the conflict of laws provisions thereof to the extent such principles or rules would require or permit the application of the laws of any jurisdiction other than those of the State in which Client's principal place of business in located.

22. Waiver of Jury Trial. EACH PARTY ACKNOWLEDGES THAT ANY CONTROVERSY THAT MAY ARISE UNDER THIS AGREEMENT, INCLUDING EXHIBITS, SCHEDULES, ATTACHMENTS, AND APPENDICES ATTACHED TO THIS AGREEMENT, IS LIKELY TO INVOLVE COMPLICATED AND DIFFICULT ISSUES AND, THEREFORE, EACH SUCH PARTY IRREVOCABLY AND UNCONDITIONALLY WAIVES ANY RIGHT IT MAY HAVE TO A TRIAL BY JURY IN RESPECT OF ANY LEGAL ACTION ARISING OUT OF OR RELATING TO THIS AGREEMENT, INCLUDING ANY EXHIBITS, SCHEDULES, ATTACHMENTS, OR APPENDICES ATTACHED TO THIS AGREEMENT, OR THE TRANSACTIONS CONTEMPLATED HEREBY.

23. Force Majeure. No Party shall be liable or responsible to the other Party, or be deemed to have defaulted under or breached this Agreement, for any failure or delay in fulfilling or performing any term of this Agreement (except for any obligations of Client to make payments to Company hereunder), when and to the extent such failure or delay is caused by or results from acts beyond the impacted Party's ("**Impacted Party**") reasonable control, including, without limitation, the following force majeure events ("**Force Majeure Event(s)**"): (a) acts of God; (b) flood, fire, earthquake, pandemics, epidemics, or explosion; (c) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot, or other civil unrest; (d) government order, law, or actions; (e) embargoes or blockades in effect on or after the date of this Agreement; (f) national or regional emergency; (g) strikes, labor stoppages, or slowdowns, or other industrial disturbances; (h) telecommunication breakdowns, power outages or shortages, lack of warehouse or storage space, inadequate transportation services, or inability or delay in obtaining supplies of adequate or suitable materials; and (i) other similar events beyond the reasonable control of the Impacted Party. The Impacted Party shall give notice within ten (10) days of the Force Majeure Event to the other Party, stating the period of time the occurrence is expected to continue. The Impacted Party shall use diligent efforts to end the failure or delay and ensure the effects of such Force Majeure Event are minimized. The Impacted Party shall resume the performance of its obligations as soon as reasonably practicable after the removal of the cause. In the event that the Impacted Party's failure or delay remains uncured for a period of fifteen (15) days following written notice given by it under this Section 23, the other Party may thereafter terminate this Agreement upon fifteen (15) days' written notice.

24. Publicity. Unless the a Party provides the other Party with written notice to the contrary or of any reasonable restrictions or requirements, such Party acknowledges and agrees that the other Party shall have the right to use such Party's name, likeness, and logos

in any digital, online, and printed publicity or marketing materials prepared by the other Party and in presentations to current or prospective clients and others.

Appendix

Specific Qualifications & Experience

HydroCorp™ is a professional service organization that specializes in Cross Connection Control Programs. Cross Connection Control Program Management & Training is the main core and focus of our business. We are committed to providing water utilities and local communities with a cost-effective and professionally managed cross-connection control program in order to assist in protecting the public water supply.

- HydroCorp conducts over 110,000 Cross Connection Control Inspections ***annually***.
- HydroCorp tracks and manages over 135,000+ backflow prevention assemblies for our Municipal client base.
- Our highly trained staff works in an efficient manner in order to achieve maximum productivity and keep program costs affordable. We have a detailed **system** and **process** that each of our field inspectors follow in order to meet productivity and quality assurance goals.
- Our municipal inspection team is committed to providing outstanding customer service to the water users in each of the communities we serve. We teach and train customer service skills in addition to the technical skills since our team members act as representatives of the community that we service.
- Our municipal inspection team has attended training classes and received certification from the following recognized Cross Connection Control Programs: UF TREEO, UW-Madison, and USC – Foundation for Cross Connection Control and Hydraulic Research, American Backflow Prevention Association (ABPA), American Society for Sanitary Engineering (ASSE). HydroCorp recognizes the importance of Professional Development and Learning. We invest heavily in internal and external training with our team members to ensure that each Field Service and Administrative team member has the skills and abilities to meet the needs of our clients.
- We have a trained administrative staff to handle client needs, water user questions and answer telephone calls in a professional, timely, and courteous manner. Our administrative staff can answer most technical calls related to the cross-connection control program and have attended basic cross-connection control training classes.
- HydroCorp currently serves over 550 communities in Michigan, Wisconsin, Minnesota, Maryland, Delaware, Virginia, California, Idaho, Utah & Florida. We still have our first customer!
- HydroCorp and its' staff are active members in many water industry associations including: National Rural Water Association, State Rural Water Associations, National AWWA, State AWWA Groups, HydroCorp is committed to assisting these organizations by providing training classes, seminars, and assistance in the area of Cross Connection Control.
- Several Fortune 500 companies have relied on HydroCorp to provide Cross Connection Control Surveys, Program Management & Reporting to assist in meeting state/local regulations as well as internal company guidelines.

ADDENDUM TO HYDROCORP TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES AGREEMENT

THIS ADDENDUM TO HYDROCORP TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES AGREEMENT ("Addendum") modifies the HYDROCORP TERMS AND CONDITIONS FOR PROFESSIONAL SERVICES AGREEMENT ("Agreement") between HydroCorp, LLC, a Michigan limited liability company ("Company") and De Pere, City Of, a municipal corporation and political subdivision of the State of Wisconsin ("Client," and together with Company, the "Parties," or either of the Parties individually, the "Party"), and is effective as of the same date as the Agreement.

For good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Client and Company hereby modify the Agreement as follows:

1. Terms of Addendum Controlling. The Parties expressly intend and agree that this Addendum is hereby incorporated into the Agreement and the terms herein shall modify and control the terms in the Agreement. Any inconsistency between the terms of this Addendum and the terms of the Agreement shall be resolved in favor of the terms contained in this Addendum.

2. Defined Terms. All capitalized, undefined terms used herein shall have the meanings ascribed to them in the Agreement.

3. Indemnification. Each Party shall defend, indemnify, and hold harmless the other Party and its affiliates, and its and their respective members, managers, officers, directors, employees, agents, successors, and permitted assigns from and against all Losses (as defined herein) arising out of or resulting from any third-party claim arising out of or resulting from: (a) bodily injury, death of any person, or damage to real or tangible, personal property resulting from such Party's grossly negligent or willful acts or omissions; or (b) such Party's breach of any of its representations, warranties, or obligations of this Agreement. As used herein, "**Losses**" mean all losses, damages, liabilities, deficiencies, actions, judgments, interest, awards, penalties, fines, costs, or expenses of whatever kind, including reasonable attorneys' fees and the cost of enforcing any right to indemnification hereunder and the cost of pursuing any insurance providers.

4. Insurance. Remove "The certificate of insurance shall name Company as an additional insured."

IN WITNESS WHEREOF, the Parties hereto have executed this Addendum to be effective as of the date first set forth above.

De Pere, City Of

_____

By:

Title:

HydroCorp

_____

By: Paul M. Patterson

Its: Senior Vice President

City of De Pere, Wisconsin **1.13**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Public Works
FROM:	Scott Thoresen, Public Works Director
SUBJECT:	Resolution #25-88 Authorizing Intergovernmental Agreement with the Town of Ledgeview for O'Keefe Road Resurfacing.
RECOMMENDED ACTION:	Staff recommends that the Board approve this agreement and forward the agreement to Common Council for final consideration and approval.

The Board of Public Works at the August 11, 2025 meeting approved the Intergovernmental Agreement between the Town of Ledgeview and the City of De Pere for the O'Keefe Road Construction and moved to send it to the Common Council for consideration. The motion passed with a 5-0 vote.

ATTACHMENTS:
Reso25-88, 2025 0811 CI_BOPW_Ledgeview_Intergovernmental_Agreement, 2025 0709 Ledgeview_Intergovernmental_Agreement_OKeefe

RESOLUTION #25-88

AUTHORIZING INTERGOVERNMENTAL AGREEMENT WITH THE TOWN OF LEDGEVIEW FOR COST SHARING OF CURB REPAIR AND STREET RESURFACING (O'Keefe Road)

WHEREAS, Wisconsin Statutes §66.0301 authorizes local governments to enter into cooperative agreements for the receipt of or furnishing of services or the joint exercise of any power or duty required or authorized by law and is liberally construed in favor or cooperative action between local governments; and

WHEREAS, both the City of De Pere ("City") and the Town of Ledgeview ("Town") are interested resurfacing O'Keefe Road and repairing the connected curbing (the "Project"); and

WHEREAS, the City and Town desire to share in the costs associated with the Project, with each paying one-half of the final constructed price for the street resurfacing, as well as proportionally for the concrete work and inlet repair based upon the frontage of each road bordering each municipality and wish to enter into an Intergovernmental Agreement to clarify and delineate the responsibilities of each municipality; and

WHEREAS, the City and Town believe it is in their individual and mutual best interests to enter into this Agreement to foster intergovernmental cooperation between the jurisdictions in an effort to share costs and expenses of this Project and reduce the burden to each individual municipality; and

WHEREAS, the Board of Public Works has reviewed this matter and recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The City Manager and City Clerk are hereby authorized and directed to execute the Intergovernmental Agreement Between the Town of Ledgeview and the City of De Pere for Cost Sharing of Curb Repair and Street Resurfacing as is attached hereto.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/11/2025

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: August 11, 2025

RE: **Consideration and possible action on Intergovernmental Agreement between the Town of Ledgeview and the City of De Pere for the O'Keefe Road Construction***

Attached is an intergovernmental agreement between the Town of Ledgeview and the City of De Pere for the cost sharing of construction costs for the curb repair and resurfacing of O'Keefe Road from S. Broadway Street (CTH PP) to Red Wing Trail. The cost sharing for the resurfacing costs is equally split between the two municipalities with each municipality covering the cost for any curb and gutter removed and replaced along their corresponding frontage.

Recommendation
Staff recommends that the Board approve this agreement and forward the agreement to Common Council for final consideration and approval.

Attachment
2025 0709 Ledgeview_Intergovernmental_Agreement_OKeefe

INTERGOVERNMENTAL AGREEMENT
BETWEEN
THE TOWN OF LEDGEVIEW AND
THE CITY OF DE PERE
FOR COST SHARING OF
CURB REPAIR AND STREET RESURFACING

This Wis. Stat. §66.0301 Intergovernmental Agreement ("Agreement") for the sharing of costs for curb repair and street resurfacing ("Project") is entered into by the Town of Ledgeview ("Ledgeview") and the City of De Pere ("De Pere"), for the purposes of creating an agreement between Ledgeview and De Pere to share in the costs of curb repair and street resurfacing for O'Keefe Road ("Road"), which have shared frontage as set forth below:

WHEREAS, Ledgeview and De Pere desire to resurface the Road and repair the connected curbing; and

WHEREAS, Ledgeview and De Pere will equally share in the resurfacing costs of the Project; and

WHEREAS, Ledgeview and De Pere desire to enter into this Agreement for purposes of clarifying the responsibility of each municipality; and

WHEREAS, the parties will work together on this Project in an effort to share costs and expenses and to reduce the burden on each individual municipality. By working together, the municipalities herein believe that it will be in their common interest to share in the aforementioned costs and expenses.

NOW, THEREFORE, for valuable consideration, receipt of which is hereby acknowledged, Ledgeview and De Pere agree as follows:

1. De Pere will be responsible for all costs related to engineering, bidding and plan drafting for the Project.

2. The Project will be bid by De Pere as Project 25-07 Curb Repair and Street Resurfacing with a bid date of Thursday, May 1, 2025 at 1:00 p.m.

3. The parties shall share costs of the bidding as follows:

   a. O'Keefe Road. De Pere shall pay 50% of the final constructed price for the street resurfacing of the Road (see Exhibit A).

   b. O'Keefe Road. Ledgeview shall pay 50% of the final constructed price for the street resurfacing of the Road (see Exhibit A).

4. All concrete work and inlet repair shall be paid by the municipality on which municipality the property borders.

5. The scope of work is further identified in Exhibit B, namely pages C112 through C115.

6. Field inspection of the construction will be performed by each municipality for their respective portions.

7. This Agreement shall run with the land and may be amended only with the written consent of Ledgeview and De Pere. Any dispute with respect to this Agreement shall be venued in Brown County, Circuit Court. Prior to the commencement of any legal proceeding in Circuit Court, the parties agree to give each other at least sixty (60) days' prior written notice of any dispute or disagreement that may be the subject of said proceedings.

City of De Pere	Town of Ledgeview
----------	Sarah K Burdette
Kimberly Flom, City Manager	Sarah K. Burdette, Town Administrator
----------	Jennifer Broich
Carey Danen, City Clerk	Jennifer Broich, Town Clerk
----------	7/7/2025
Date	Date

EXHIBIT A

MUNICIPAL BOUNDARIES ON O'KEEFE ROAD FROM S. BROADWAY STREET (CTH PP) TO RED WING TRAIL

CITY OF DE PERE

Engineering Division

925 S. Sixth Street, De Pere, WI | 920-339-4061 | www.deperewi.gov/engineering

EXHIBIT A

De Pere / Ledgeview Municipal Boundary and Project Cost Share[1]

[1] All concrete work and inlet repairs shall be paid by the municipality on which the municipal property boarders.

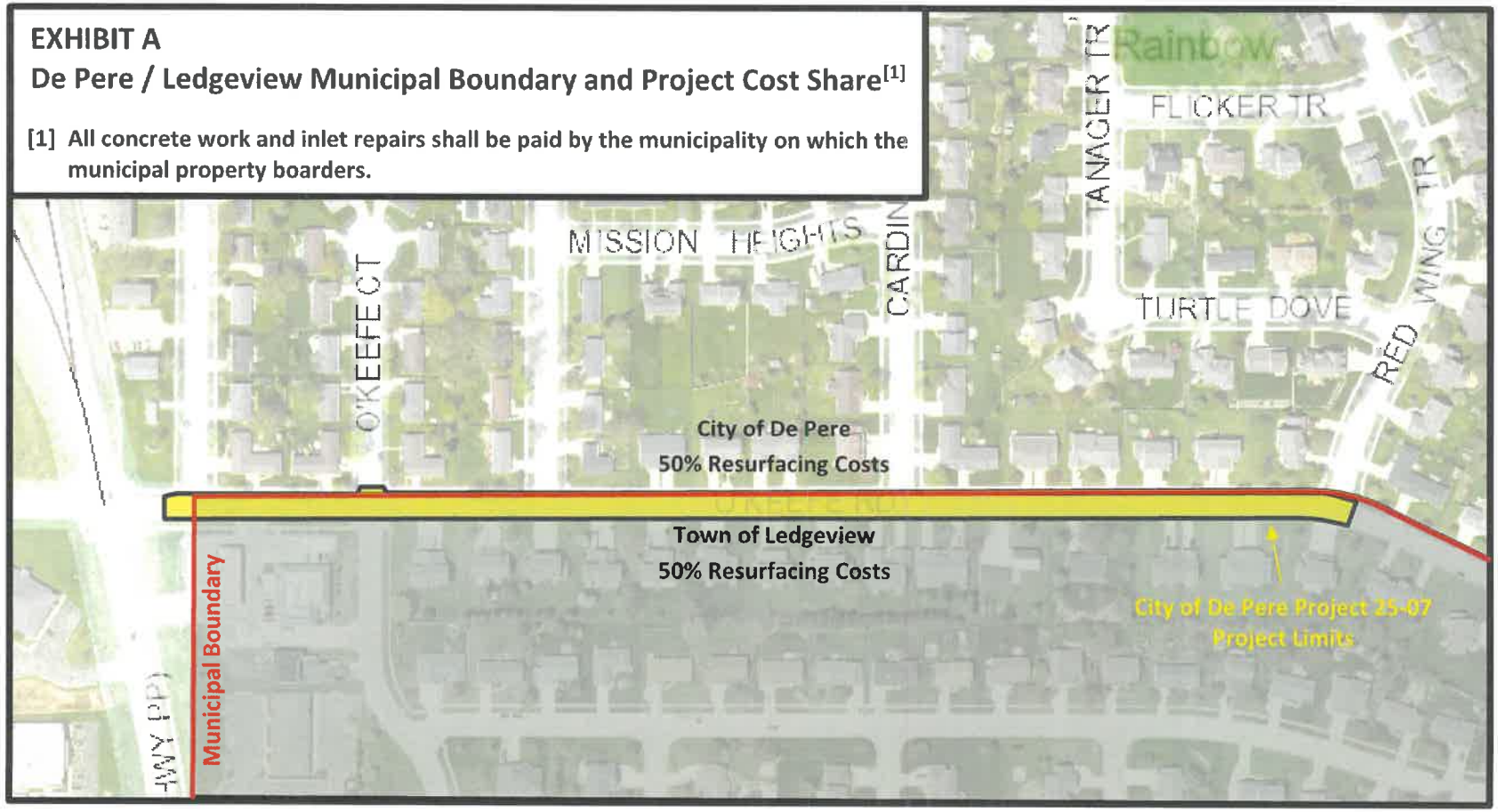

EXHIBIT B

PROJECT 25-07 CURB REPAIR AND STREET RESURFACING PLAN SHEETS FOR O'KEEFE ROAD RESURFACING

PLAN SHEETS C112 THROUGH C115

CITY OF DE PERE
ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

O'KEEFE ROAD
S. BROADWAY ST TO 200' E/O O'KEEFE CT

NAME: CURB REPAIR AND STREET RESURFACING
PROJECT 25–07

	BY	DATE
SURVEYED		
DRAWN	MJT	01/2025
DESIGNED	MJT	02/2025
CHECKED	EPR	02/2025

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS

PAGE NO. C112

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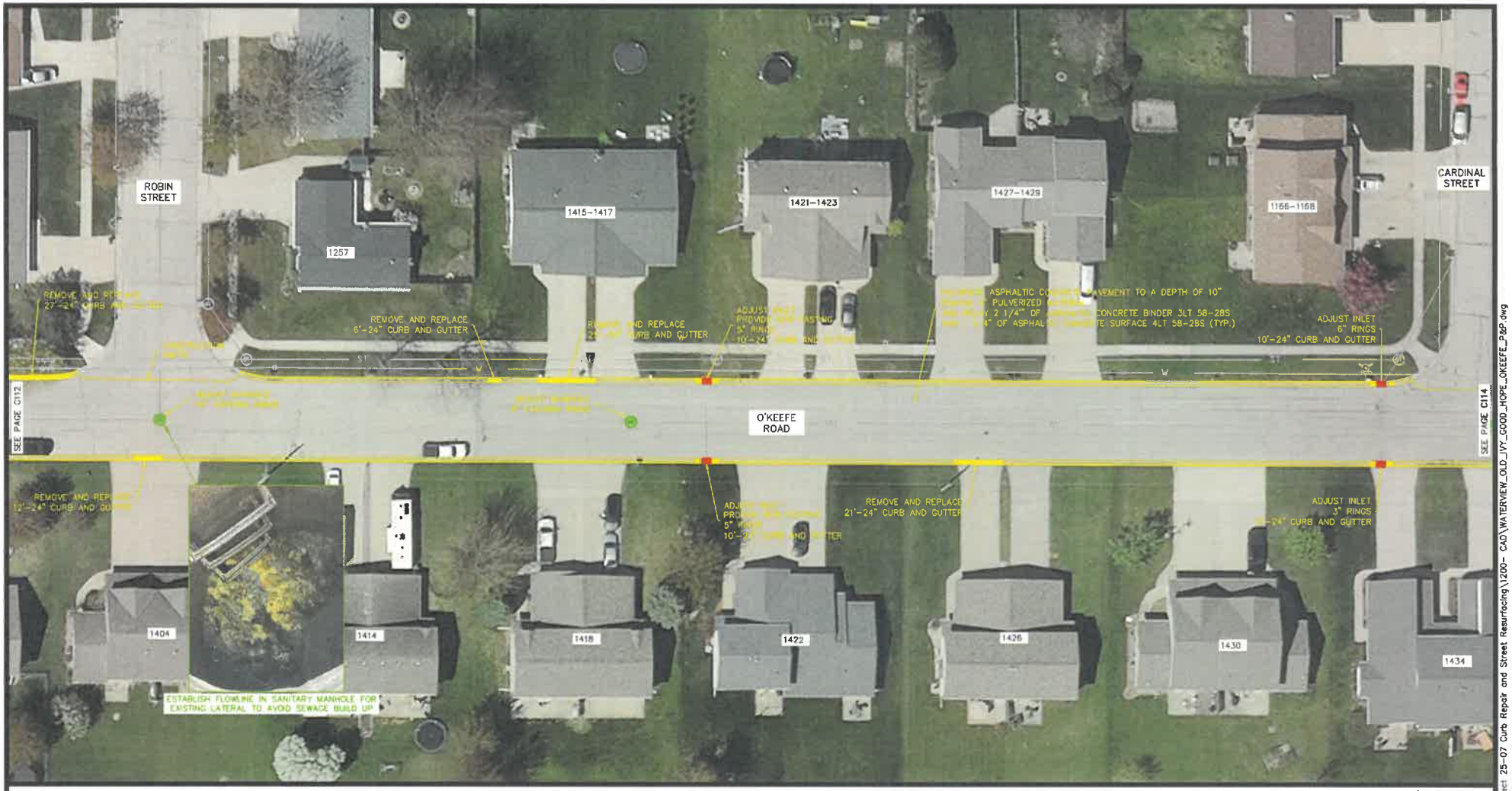

DE PERE

CITY OF DE PERE
ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

O'KEEFE ROAD
200' E/O O'KEEFE CT TO CARDINAL STREET

NAME: CURB REPAIR AND STREET RESURFACING
PROJECT 25–07

	BY	DATE
SURVEYED		
DRAWN	MJT	01/2025
DESIGNED	MJT	02/2025
CHECKED	EHR	02/2025

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS

PAGE NO. C113

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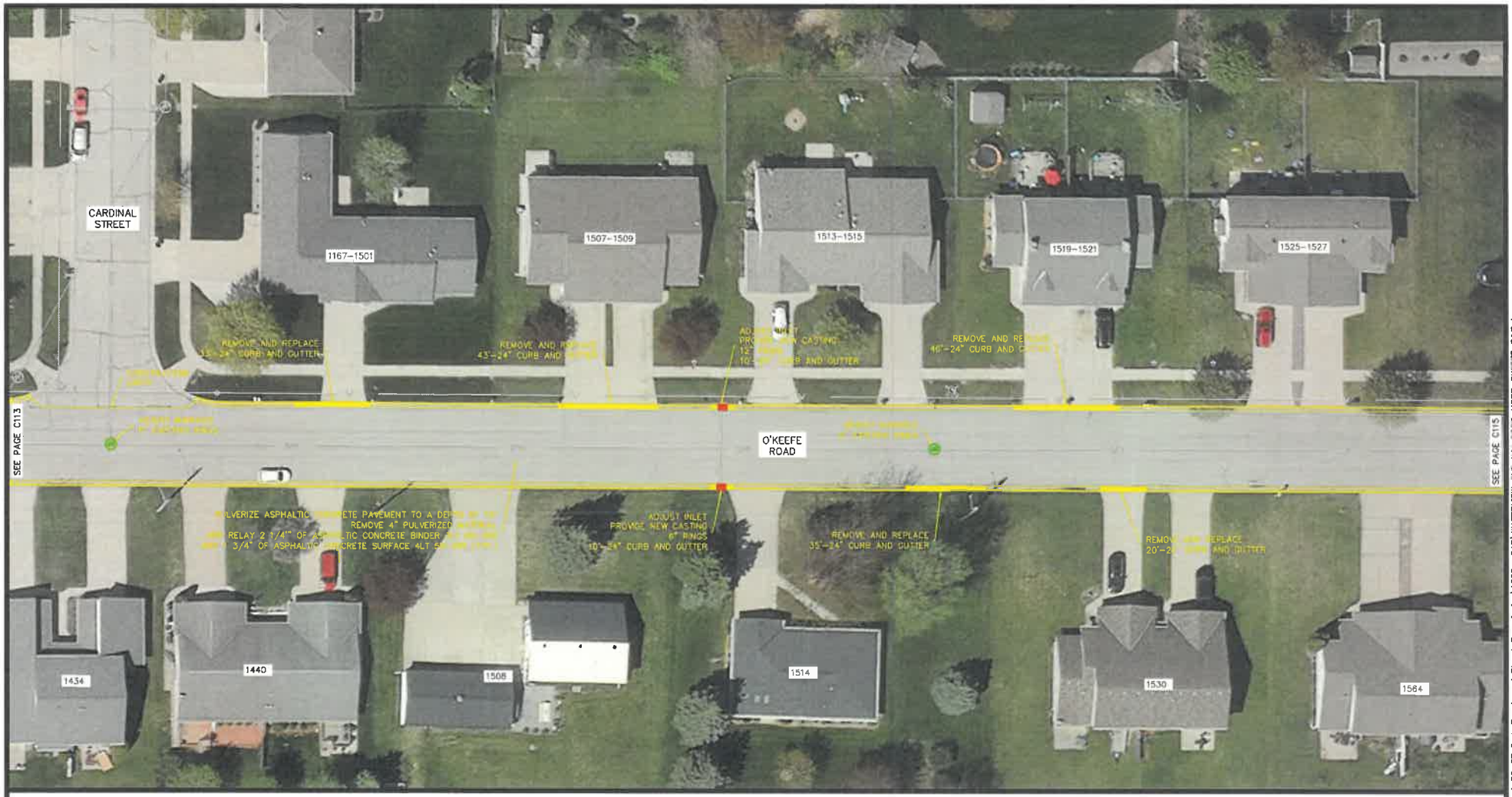

N

0 20' 40'

DE PERE

CITY OF DE PERE
ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

O'KEEFE ROAD
550' E/O ROBIN STREET TO 600' E/O CARDINAL ST

NAME: CURB REPAIR AND STREET RESURFACING
PROJECT 25-07

	BY	DATE
SURVEYED		
DRAWN	MJT	01/2025
DESIGNED	MJT	02/2025
CHECKED	EPR	02/2025

REVISIONS / ISSUES

NO.	DATE	BY	REMARKS

PAGE NO. C114

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N

0' 20' 40'

CITY OF DE PERE
ENGINEERING DIVISION 925 S. SIXTH ST DE PERE WI 54115
OFFICE: 920-339-4061 EMAIL: DPPUBWRKS@DEPEREWI.GOV

O'KEEFE ROAD
600' E/O CARDINAL ST TO RED WING TRAIL

NAME: CURB REPAIR AND STREET RESURFACING
PROJECT 25-07

	BY	DATE
SURVEYED		
DRAWN	MJT	01/2025
DESIGNED	MJT	02/2025
CHECKED	EPR	02/2025

REVISIONS / ISSUES			
NO.	DATE	BY	REMARKS

PAGE NO. C115

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City of De Pere, Wisconsin **1.14**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Health
FROM:	Chrystal Woller, Health Director/Officer
SUBJECT:	Resolution #25-89 Authorizing Execution of U.S. Department of Health and Human Service Assurance of Compliance Form 690 (HHS Grants Policy).
RECOMMENDED ACTION:	Staff and Board of Health recommends approval

ATTACHMENTS:
Reso25-89, Memo_Health and Human Services Form 690, form-hhs690

RESOLUTION #25-89

AUTHORIZING EXECUTION OF U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES ASSURANCE OF COMPLIANCE FORM 690
(HHS Grants Policy)

WHEREAS, as a recipient of passthrough federal funding, the City's Health Department is required by the U.S. Department of Health and Human Services (HHS) and the Wisconsin Department of Health Services (WI DHS) to comply with the federal grants policy statement that HHS has incorporated into grants awarded on or after April 16, 2025; and

WHEREAS, in order to secure federal grants, loans, contract, property, discounts or other federal financial assistance from the HHS, the WI DHS is requiring local health departments to complete HHS Form 690 Assurance of Compliance to assure compliance with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, Section 1557 of the Patient Protection and Affordable Care Act and Federal Conscience and Nondiscrimination laws, pursuant to the terms and conditions of the form attached hereto; and

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

NOW THEREFORE, IT IS HEREBY RESOLVED THAT:

> The City Manager is authorized and directed to execute HHS Form 690 as is attached hereto, including administrative approval of any subsequent revisions thereof, subject to such changes as deemed necessary upon review by the City Attorney.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/11/2025

CITY OF DE PERE

MEMO

To: Common Council
From: Chrystal Woller BSN, RN, MBA
Meeting Date: 8/19/2025

Re: Board of Health Recommendation to approve the federal HHS 690 form

As a recipient of passthrough federal dollars, the De Pere Health Department is required by WI DHS and the U.S. Department of Health and Human Services (HHS) to comply with the federal grants policy statement. HHS has incorporated this policy statement into the terms and conditions of many grant awards made on and after April 16, 2025, and WI DHS is directing local health departments, as subgrantees, to complete form HHS 690, Assurance of Compliance with the HHS Office for Civil Rights as soon as practicable. This item was reviewed by the legal department and approved by the Board of Health, unanimously, at the 8/11/2025 meeting.

OMB Control Number 0945-0008
Exp. Date: 04/30/2026

U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

ASSURANCE OF COMPLIANCE

Under the Paperwork Reduction Act of 1995, as amended, and 5 C.F.R. § 1320.5(b)(2)(i), persons are not required to respond to this collection of information unless it displays a currently valid OMB control number. The OMB control number for this collection is 0945-0008. In lieu of completing this hard copy form and mailing it in, the Applicant may provide this assurance via the U.S. Department of Health and Human Services' Assurance of Compliance online portal at https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf.

ASSURANCE OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964, SECTION 504 OF THE REHABILITATION ACT OF 1973, TITLE IX OF THE EDUCATION AMENDMENTS OF 1972, THE AGE DISCRIMINATION ACT OF 1975, SECTION 1557 OF THE PATIENT PROTECTION AND AFFORDABLE CARE ACT, AND FEDERAL CONSCIENCE AND NONDISCRIMINATION LAWS

The Applicant provides this assurance in consideration of and for the purpose of obtaining Federal grants, loans, contracts, property, discounts or other Federal financial assistance from the U.S. Department of Health and Human Services.

THE APPLICANT HEREBY AGREES THAT IT WILL COMPLY WITH:

1. Title VI of the Civil Rights Act of 1964, as amended (codified at 42 U.S.C. § 2000d *et seq*.), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 80), to the end that, in accordance with Title VI of that Act and the Regulation, no person in the United States shall, on the ground of race, color, or national origin (including limited English proficiency) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.

2. Section 504 of the Rehabilitation Act of 1973, as amended (codified at 29 U.S.C. § 794), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 84), to the end that, in accordance with Section 504 of that Act and the Regulation, no otherwise qualified individual with a disability in the United States shall, solely by reason of their disability, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.

3. Title IX of the Education Amendments of 1972, as amended (codified at 20 U.S.C. § 1681 *et seq*.), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 86), to the end that, in accordance with Title IX and the Regulation, no person in the United States shall, on the basis of sex (including pregnancy, sexual orientation, and gender identity), be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any education program or activity for which the Applicant receives Federal financial assistance from the Department.

4. The Age Discrimination Act of 1975, as amended (codified at 42 U.S.C. § 6101 *et seq*.), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 C.F.R. Part 91), to the end that, in accordance with the Act and the Regulation, no person in the United States shall, on the basis of age, be denied the benefits of, be excluded from participation in, or be subjected to discrimination under any program or activity for which the Applicant receives Federal financial assistance from the Department.

5. Section 1557 of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18116), and all requirements imposed by or pursuant to the Regulation of the Department of Health and Human Services (45 CFR Part 92), to the end that, in accordance with Section 1557 and the Regulation, no person in the United States shall, on the ground of race, color, national origin (including limited English proficiency), age, disability, or sex (including pregnancy, sexual orientation, and gender identity) be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any health program or activity for which the Applicant receives Federal financial assistance from the Department.

As applicable, the Church Amendments, as amended (codified at 42 U.S.C. § 300a-7), the Coats-Snowe Amendment (codified at 42 U.S.C. § 238n), the Weldon Amendment (*e.g.,* Consolidated Appropriations Act, 2022, Pub. L. No.

117-103, Div. H, Title V § 507(d), 136 Stat 49, 496 (Mar. 15, 2022)) as extended by the Continuing Appropriations and Ukraine Supplemental Appropriations Act, 2023, Pub. L. No. 117-180, Div. A, § 101(8) (Sep. 30, 2022); , Section 1553 of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18113), and Section 1303(b)(4) of the Patient Protection and Affordable Care Act, as amended (codified at 42 U.S.C. § 18023(b)(4)), and 45 C.F.R. Part 88, to the extent that the rights of conscience are protected and associated discrimination and coercion are prohibited, in any program or activity for which the Applicant receives Federal financial assistance. Consistent with applicable court orders, the version of Part 88 in effect as of [October 20, 2022] is found at 76 Fed. Reg. 9968-9977 (Feb. 23, 2011).

The Applicant agrees that compliance with this assurance constitutes a material condition of continued receipt of Federal financial assistance, and that it is binding upon the Applicant, its successors, transferees, and assignees for the period during which such assistance is provided.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Applicant by the Department, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided, this assurance shall obligate the Applicant for the period during which it retains ownership or possession of the property. The Applicant further recognizes and agrees that the United States shall have the right to seek judicial enforcement of this assurance.

The person whose signature appears below is authorized to sign this assurance and commit the Applicant to the above provisions.

_____
Date

_____
Signature of Authorized Official

Please mail form to:

U.S. Department of Health & Human Services Office for Civil Rights
200 Independence Ave., S.W. Room 509F Washington, D.C. 20201

_____
Name and Title of Authorized Official (please print or type)

_____
Name of Agency Receiving/Requesting Funding

_____
Street Address

_____
City, State, Zip Code

The Applicant may provide this assurance via the U.S. Department of Health and Human Services' Assurance of Compliance online portal at https://ocrportal.hhs.gov/ocr/aoc/instruction.jsf in lieu of mailing it to the address provided.

City of De Pere, Wisconsin **1.15**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Health
FROM:	Chrystal Woller, Health Director/Officer
SUBJECT:	Resolution #25-90 Approving State of Wisconsin Department of Health Services Grant (Tuberculosis Dispensary Contract).
RECOMMENDED ACTION:	Staff and Board of Health recommends approval

ATTACHMENTS:
Reso25-90, Memo_TB Dispensary, DHS_-_City_of_De_Pere_-_TB_Dispensary_Program

RESOLUTION #25-90

APPROVING GRANT AGREEMENT FOR STATE OF WISCONSIN DEPARTMENT OF HEALTH SERVICES (Grant Agreement No. 435100-G26-TBDISPENSE-16)

WHEREAS, the Health Department and the State of Wisconsin Department of Health Services desire to enter into the attached Department of Health Services (DHS) Grant Agreement No. 435100-G26—TBDISPENSE-16 to facilitate the Wisconsin Tuberculosis (TB) Dispensary Program for residents meeting certain eligibility criteria; and

WHEREAS, in the event this agreement is activated for treatment of active TB disease or latent TB infection, reimbursement under the agreement requires the approval and execution of DHS Agreement No. 435100-G26-TBDISPENSE-16 for its fiscal year 2026 (July 1, 2025-June 30, 2026); and

WHEREAS, the Board of Health has reviewed such agreement and recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> The City Manager is hereby authorized and directed to execute the Grant Agreement between the State of Wisconsin Department of Health Services and City of De Pere Health Department for Fiscal Year 2026 DPS Agreement No. 435100-G26-TBDISPENSE-16 as is attached hereto, along with subsequent renewals or amendments thereof provided the terms and conditions are substantially similar, with each subsequent renewal or amendment subject to such changes as deemed necessary by the City Attorney.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/11/2025

CITY OF DE PERE

MEMO

To: Common Council
From: Chrystal Woller BSN, RN, MBA
Meeting Date: 8/19/2025

Re: Recommendation from the Board of Health to approve the FY2026 WI DHS TB Dispensary Contract

This annual WI DHS contract is a standard purchase order interagency agreement between the De Pere Health Department and the State of Wisconsin to cover medical service expenses related to tuberculosis as a payor of last resort. Eligible residents would be those who don't have health insurance (private insurance or Medical Assistance). Although this agreement is very rarely activated, it is useful to have in place in the unlikely event this resource is needed. This item was approved by the Board of Health, unanimously, at the 8/11/2025 meeting.

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Wisconsin Department of Health Services
Contract Centralization Legal Review

Agreement Number: 435100-G26-TBDISPENSE-16

Bureau of Procurement and Contracting (BPC) Review:

◯ This agreement requires **Standard** OLC review.

Ⓧ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language and requires **Simple** OLC review.

◯ This agreement uses a BPC template with Office of Legal Counsel (OLC) approved language and does **not** require **Additional** OLC review.

◯ This agreement uses intergovernmental cooperative purchasing.

Description:
Grant on PO agreement on BPC template.

Office of Legal Counsel (OLC) Review and Approval:

☒ This agreement has been reviewed for form and approved by the Wisconsin Department of Health Services Office of Legal Counsel.

Signed by:
Amanda Ross
E5797DAC2816495...

7/17/2025

Name: Amanda Ross
Title: Paralegal

Date Signed

Revision: 02/21/2025 (previous versions obsolete)

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Bureau of Procurement and Contracting
Procurement Authority Review
(Not required for CARS/GEARS agreements)

Submitting division: DPH

Division submitter: Patricia Heger

Procurement authority:

☐ Request for Bid (provide solicitation#):
☐ Request for Proposal (provide solicitation#):
☐ Request for Services
☐ Waiver (provide waiver#):
☐ Simplified Bid
☐ Interagency
☒ Grant exemption (provide GE#): 031
☐ Other (describe):

Appropriation (if applicable): 10700

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GRANT AGREEMENT
between the
State of Wisconsin Department of Health Services
and
City of De Pere
for
Tuberculosis (TB) Dispensary Program

DHS Grant Agreement No.: 435100-G26-TBDISPENSE-16
Agreement Amount: Sum Sufficient
Agreement Term Period: 07/01/2025 to 06/30/2026

DHS Division: Public Health
DHS Grant Administrator: Patricia Heger
DHS Telephone: 608-266-9692
DHS Email: patricia.heger@dhs.wisconsin.gov

Grantee Grant Administrator: James Boyde
Grantee Telephone: 920-339-4040
Grantee Email: cwoller@deperewi.gov
Grantee Unique Entity Identifier (UEI) Name:
Grantee Unique Entity Identifier (UEI) Number:
Grantee Supplier ID: 0000071770

DHS and the Grantee acknowledge that they have read the Agreement and the attached documents, understand them and agree to be bound by their terms and conditions. Further, DHS and the Grantee agree that the Agreement and the exhibits and documents incorporated herein by reference are the complete and exclusive statement of agreement between the parties relating to the subject matter of the Agreement and supersede all proposals, letters of intent or prior agreements, oral or written and all other communications and representations between the parties relating to the subject matter of the Agreement. DHS reserves the rights to reject or cancel Agreements based on documents that have been altered. This Agreement becomes null and void if the time between the earlier dated signature and the later dated signature exceeds sixty (60) days, unless waived by DHS.

State of Wisconsin **Department of Health Services**	**Grantee** Entity Name
Authorized Representative	Authorized Representative
Name	Name Chrystal Woller
Title	Title Health Officer/Health Department Director
Signature	Signature
Date	Date

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1. DEFINITIONS

Words and terms will be defined by their ordinary and usual meanings. Unless negotiated otherwise by the parties, where capitalized, the following words and terms will be defined by the meanings indicated. The meanings are applicable to the singular, plural, masculine, feminine and neuter of the words and terms.

Agency: an office, department, agency, institution of higher education, association, society or other body in State of Wisconsin government created or authorized to be created by the Wisconsin State Constitution or any law, which is entitled to expend monies appropriated by law, including the Legislature and the courts.

Assistance Listings: refers to the publicly available listing of Federal assistance programs managed and administered by the General Services Administration, (GSA) at SAM.gov, pursuant to 2 C.F.R. § 200.1.

Business Associate: pursuant to 45 C.F.R. § 160.103, a business associate includes:

(i) A health information organization, e-prescribing gateway, or other person that provides data transmission services with respect to protected health information to a covered entity and that requires access on a routine basis to such protected health information.

(ii) A person that offers a personal health record to one or more individuals on behalf of a covered entity.

(iii) A subcontractor that creates, receives, maintains, or transmits protected health information on behalf of the business associate.

Business Day: any day on which the State of Wisconsin is open for business, generally Monday through Friday unless otherwise specified in this Agreement.

Confidential Information: all tangible and intangible information and materials being disclosed in connection with this Agreement, in any form or medium without regard to whether the information is owned by the State of Wisconsin or by a third party, which satisfies at least one (1) of the following criteria: (i) Personally Identifiable Information; (ii) Protected Health Information under HIPAA, 45 C.F.R. § 160.103; (iii) non-public information related to DHS' employees, customers, technology (including databases, data processing and communications networking systems), schematics, specifications, and all information or materials derived therefrom or based thereon; or (iv) information expressly designated as confidential in writing by DHS. Confidential Information includes all information that is restricted or prohibited from disclosure by state or federal law.

Day: calendar day unless otherwise specified in this Agreement.

DHS: Department of Health Services.

Grant Administrator: individual(s) responsible for ensuring all steps in the grant administration process are completed, including drafting grant language, negotiating grant terms, and monitoring the granted entity's performance.

Personally Identifiable Information: an individual's last name and the individual's first name or first initial, in combination with and linked to any of the following elements, if that element is not publicly available information and is not encrypted, redacted, or altered in any manner that renders the element unreadable: (a) the individual's Social Security number; (b) the individual's driver's license number or state identification number; (c) the number of the individual's financial account, including a credit or debit card account number, or any security code, access code, or password that would permit access to the individual's financial account; (d) the individual's DNA profile; or (e) the individual's unique biometric data, including fingerprint, voice print, retina or iris image, or any other unique physical representation, and any other information protected by state or federal law.

Protected Health Information (PHI): health information, including demographic information, created, received, maintained, or transmitted in any form or media by the Business Associate, on behalf of the Covered Entity, where such information relates to the past, present, or future physical or mental health or condition of an individual, the

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provision of health care to an individual, or the payment for the provision of health care to an individual, that identifies the individual or provides a reasonable basis to believe that it can be used to identify an individual.

Publicly Available Information: any information that an entity reasonably believes is one of the following: a) lawfully made widely available through any media; b) lawfully made available to the general public from federal, state, or local government records or disclosures to the general public that are required to be made by federal, state, or local law.

2. ORDER OF PRECEDENCE

This Agreement and the following documents incorporated by reference into the Agreement constitute the entire agreement of the parties and supersedes all prior communications, representations or agreements between the parties, whether oral or written. Any conflict or inconsistency will be resolved by giving precedence in the following descending order:

1. The Business Associate Agreement (BAA) if applicable.
2. The terms of this Agreement.
3. Any and all exhibits or appendices to this Agreement.

3. PARTIES

This is a grant agreement between the state agency responsible for overseeing the coordination and integration of social service programs and the Grantee listed below.

A. The Wisconsin State Agency is: The State of Wisconsin Department of Health Services (DHS).
DHS' principal business address is: 1 West Wilson Street, Room 272, Madison, Wisconsin 53703.

B. The Grantee is: City of De Pere
The Grantee's principal business address is: 335 South Broadway, De Pere WI 54115-2593

4. PURPOSE AND SCOPE

This Grant Agreement (Agreement) and Exhibit(s) describe the terms and conditions under which the Grantee receives an award from DHS to carry out part of a state and/or federal program.

The Grantee agrees to provide goods and/or care and services consistent with the purposes and conditions of the objectives that it has agreed to attain within the Agreement period as referred to in the attached exhibit(s).

4.1 **List of Exhibits**

Exhibit 1: Attachment A – Covered Clinical Services
Exhibit 2: Attachment B – Clinical Services Plan
Exhibit 3: Attachment C – Dispensary Medicaid Rates
Exhibit 4: Attachment D – Pharmacy Services Plan
Exhibit 5: Attachment E – NDC Numbers and Rates
Exhibit 6: Attachment F – Policy and Procedures
Exhibit 7: Attachment G – Payment Details

5. CONTACT INFORMATION

DHS Grant Administrator
Grant Administrator Name: **Patricia Heger**
Telephone**: 608-266-9692**
Email: **patricia.heger@dhs.wisconsin.gov**

Grantee Grant Administrator
Grant Administrator Name: **James Boyde**
Telephone**: 920-339-4040**
Email: **cwoller@deperewi.gov**

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DHS will mail legal notices to the Grantee's Grant Administrator at the address identified in Section 3, unless otherwise notified by the Grantee.

6. PAYMENT FOR GRANT AWARD

Invoices presented for payment must be submitted in accordance with instructions contained on the purchase order including reference to purchase order number and submittal to the correct address for processing.

A. *Prompt Payment Law*: DHS shall pay properly submitted Supplier invoices within thirty (30) days of receipt, providing that the services to be provided to DHS have been delivered, rendered, or installed (as the case may be), and accepted as specified in this Agreement and all documents incorporated herein by reference. A good faith dispute in regard to an invoice creates an exception to prompt payment pursuant to Wis. Stat. § 16.528
B. *State Tax Exemption*: DHS is exempt from payment of Wisconsin sales or use tax on all purchases.
C. *Payment Offsets for Grantee's Delinquency*: The State of Wisconsin may offset payments made to the Grantee under this Agreement in an amount necessary to satisfy a certified or verifiable delinquent payment owed to the State or any state or local unit of government. DHS reserves the right to cancel this Agreement as provided in Agreement Cancellation, if the delinquency is not satisfied by the offset or other means during the Agreement term.
D. *Refund of Credits*: DHS may request a refund of credits owed at any time. Grantee agrees to refund credits owed within sixty (60) days of DHS's request.

7. REPORTING

A. The Grantee shall comply with DHS' program reporting requirements as specified in the Scope of Work.
B. The required reports shall be forwarded to DHS Grant Administrator according to the schedule established by DHS.

8. FEDERAL AND STATE RULES AND REGULATIONS

A. The Grantee agrees to meet state and federal laws, rules, regulations, and program policies applicable to this Agreement.
B. The Grantee will act solely in its independent capacity and not as an employee of DHS. The Grantee shall not be deemed or construed to be an employee of DHS for any purpose.
C. The Grantee agrees to comply with Public Law 103-227, also known as the Pro-Children Act of 2001, which prohibits tobacco smoke in any portion of a facility owned, leased, or granted for or by an entity that receives federal funds, either directly or through the state, for the purpose of providing services to children under the age of 18.
D. Pursuant to 2021 Wisconsin Executive Order 122, use of state funds for conversion therapy is expressly disallowed. 'Conversion therapy' does not include: any practice or treatment that provides acceptance, support, or understanding to an individual, or any practice or treatment that facilitates an individual's coping, social support, or identity exploration and development, so long as such practices or treatments do not seek to change sexual orientation or gender identity; any practice or treatment that is neutral with regard to sexual orientation or gender identity and that seeks to prevent or address unlawful conduct or unsafe practices, or any practice or treatment that assists an individual seeking to undergo a gender transition or who is in the process of undergoing a gender transition.
E. Pursuant to 2023 Executive Order 184, grantee agrees it does not sell any products prohibited in the Order. In addition, grantee agrees that in fulfillment of its responsibilities under the Contract that no subcontractor relationship exists that would violate the prohibitions outlined in the Order.
F. If federally funded, pursuant to 2 C.F.R. §200.322, the requirements of 2 C.F.R. §200.322 must be included in this award. The following clauses are hereby incorporated into this Contract and are enforceable as if restated herein in their entirety by reference to the following link: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D/subject-group-ECFR45ddd4419ad436d/section-200.322

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9. AFFIRMATIVE ACTION

Pursuant to 2019 Wisconsin Executive Order 1, contractor agrees it will hire only on the basis of merit and will not discriminate against any persons performing a contract, subcontract or grant because of military or veteran status, gender identity or expression, marital or familial status, genetic information or political affiliation.

As required by Wisconsin's Contract Compliance Law, Wis. Stat. § 16.765 and Wis. Admin. Code § Adm 50.04, the Grantee must agree to equal employment and affirmative action policies and practices in its employment programs:

The Grantee agrees to make every reasonable effort to develop a balance in either its total workforce or in the project-related workforce that is based on a ratio of work hours performed by handicapped persons, minorities, and women except that, if the department finds that the Grantee is allocating its workforce in a manner which circumvents the intent of this chapter, the Department may require the Grantee to attempt to create a balance in its total workforce. The balance shall be at least proportional to the percentage of minorities and women present in the relevant labor markets based on data prepared by the Wisconsin Department of Workforce Development (DWD), the Office of Federal Contract Compliance Programs or by another appropriate governmental entity. In the absence of any reliable data, the percentage for qualified handicapped persons shall be at least 2% for whom a Grantee must make a reasonable accommodation.

The Grantee must submit an Affirmative Action Plan within fifteen (15) working days of the signed Agreement. Exemptions exist, and are noted in the Instructions for Grantees posted on the following website under DOA-3021P: https://doa.wi.gov/Pages/SBOPForms.aspx.

The Grantee must submit its Affirmative Action Plan or request for exemption from filing an Affirmative Action Plan to:

Department of Health Services
Division of Enterprise Services
Bureau of Procurement and Contracting
Affirmative Action Plan/CRC Coordinator
1 West Wilson Street, Room 672
P.O. Box 7850
Madison, WI 53707
dhscontractcompliance@dhs.wisconsin.gov

10. CIVIL RIGHTS COMPLIANCE

As required by Wis. Stat. § 16.765, in connection with the performance of work under this Agreement, the Grantee agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, handicap, sex, physical condition, developmental disability as defined in Wis. Stat. § 51.01(5), sexual orientation or national origin. This provision shall include, but not be limited to, the following: employment, upgrading, demotion or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. Except with respect to sexual orientation, the Grantee further agrees to take affirmative action to ensure equal employment opportunities. The Grantee agrees to post in conspicuous places, available for employees and applicants for employment, notices to be provided by the contracting officer setting forth the provisions of the nondiscrimination clause.

In accordance with the provisions of Section 1557 of the Patient Protection and Affordable Care Act of 2010 (42 U.S.C. § 18116), Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. § 701 et seq.), the Age Discrimination Act of 1975 (42 U.S.C. § 6101 et seq.), and regulations implementing these Acts, found at 45 C.F.R. Parts 80, 84, and 91 and 92, the Grantee shall not exclude, deny benefits to, or otherwise discriminate against any person on the basis of sex, race, color, national origin, disability, or age in admission to, participation in, in aid of, or in receipt of services and benefits under any of its programs and activities, and in staff and employee assignments to patients, whether carried out by the Grantee directly or through a Subgrantee or any other entity with which the Grantee arranges to carry out its programs and activities.

The Grantee must file a Civil Rights Compliance Letter of Assurance (CRC LOA) for the current compliance period, within fifteen (15) working days of the effective date of the Agreement. If the Grantee employs fifty (50) or more

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employees and receives at least $50,000 in funding, the Grantee must complete a Civil Rights Compliance Plan (CRC Plan) unless the grantee meets one of the limited exceptions. The current Civil Rights Compliance Requirements and all appendices are hereby incorporated by reference into this Agreement and are enforceable as if restated herein in their entirety. The Civil Rights Compliance Requirements, including the CRC LOA form and the template and instructions for the CRC Plan can be found at https://www.dhs.wisconsin.gov/civil-rights/requirements.htm or by contacting:

Department of Health Services
Civil Rights Compliance
Attn: Civil Rights Compliance Officer
1 West Wilson Street, Room 651
P.O. Box 7850
Madison, WI 53707-7850
Telephone: (608) 267-4955 (Voice)
711 or 1-800-947-3529 (TTY)
Fax: (608) 267-1434
Email: DHSCRC@dhs.wisconsin.gov

The CRC Plan must be kept on file by the Grantee and made available upon request to any representative of DHS. Civil Rights Compliance Letters of Assurances should be sent to:

Department of Health Services
Division of Enterprise Services
Bureau of Procurement and Contracting
Affirmative Action Plan/CRC Coordinator
1 West Wilson Street, Room 672
P.O. Box 7850
Madison, WI 53707
dhscontractcompliance@dhs.wisconsin.gov

The Grantee agrees to cooperate with DHS in any complaint investigations, monitoring or enforcement related to civil rights compliance of the Grantee or its Subgrantee(s) under this Agreement. DHS agrees to coordinate with the Grantee in its efforts to comply with the Grantee's responsibilities under these nondiscrimination provisions.

11. CONFIDENTIAL, PROPRIETARY, AND PERSONALLY IDENTIFIABLE INFORMATION

In connection with the performance of the work prescribed in this Agreement, it may be necessary for DHS to disclose to the Grantee certain information that is considered to be confidential, proprietary, or containing Personally Identifiable Information (Confidential Information). The Grantee shall not use such Confidential Information for any purpose other than the limited purposes set forth in this Agreement, and all related and necessary actions taken in fulfillment of the obligations herein. The Grantee shall hold all Confidential Information in confidence, and shall not disclose such Confidential Information to any persons other than those directors, officers, employees, and agents who have a business-related need to have access to such Confidential Information in furtherance of the limited purposes of this Agreement and who have been apprised of, and agree to maintain, the confidential nature of such information in accordance with the terms of this Agreement.

The Grantee shall institute and maintain such security procedures as are commercially reasonable to maintain the confidentiality of the Confidential Information while in its possession or control including transportation, whether physically or electronically. DHS may conduct a compliance review of the Grantee's security procedures to protect Confidential Information under Section 18 (Audits) of this Agreement.

The Grantee shall ensure that all indications of confidentiality contained on or included in any item of Confidential Information shall be reproduced by the Grantee on any reproduction, modification, or translation of such Confidential Information. If requested by DHS, the Grantee shall make a reasonable effort to add a proprietary notice or indication of confidentiality to any tangible materials within its possession that contain Confidential Information of DHS, as directed.

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The Grantee or its employees and Subgrantees will not reuse, sell, make available, or make use in any format the data researched or compiled for this Agreement for any venture, profitable or not, outside this Agreement.

The restrictions herein shall survive the termination of this Agreement for any reason and shall continue in full force and effect and shall be binding upon the Grantee or its agents, employees, successors, assigns, Subgrantee, or any party claiming an interest in this Agreement on behalf of or under the rights of Grantee following any termination. Grantee shall advise all of their agents, employees, successors, assigns and Subgrantee which are engaged by the State of the restrictions, present and continuing, set forth herein. Grantee shall defend and incur all costs, if any, for actions that arise as a result of noncompliance by Grantee, its agents, employees, successors, assigns and Subgrantee regarding the restrictions herein.

A. *Reporting to DHS*: Grantee shall immediately report within five (5) business days or less to DHS any use or disclosure of Confidential Information not provided for by this Agreement, of which it becomes aware, per state and federal requirements, as stated in any and all exhibits or appendices to this Agreement. Grantee shall cooperate with DHS' investigation, analysis, notification and mitigation activities, and shall be responsible for all costs incurred by DHS for those activities.
B. *Indemnification:* In the event of a breach of this section by Grantee, Grantee shall indemnify and hold harmless DHS and any of its officers, employees, or agents from any claims arising from the acts or omissions of the Grantee, and its Subgrantee, employees and agents, in violation of this section, including but not limited to, costs of credit monitoring and identity theft restoration coverage for one (1) year of coverage from the date the individual enrolls, of all persons whose Confidential Information was disclosed, disallowances or penalties from federal oversight agencies, and any court costs, expenses, and reasonable attorney fees, incurred by DHS in the enforcement of this section.
C. *Equitable Relief:* The Grantee acknowledges and agrees that the unauthorized use, disclosure, or loss of Confidential Information may cause immediate and irreparable injury to the individuals whose information is disclosed and to DHS, which injury will not be compensable by money damages and for which there is not an adequate remedy available by law. Accordingly, the parties specifically agree that DHS, in its own behalf or on behalf of the affected individuals, may seek injunctive or other equitable relief to prevent or curtail any such breach, threatened or actual, without posting security and without prejudice to such other rights as may be available under this Agreement or applicable law.
D. *Liquidated Damages:* The Grantee agrees that an unauthorized use or disclosure of Confidential Information may result in damage to the State's reputation and ability to serve the public interest in its administration of programs affected by this Agreement. Such amounts of damages which will be sustained are not calculable with any degree of certainty and thus shall be set forth herein. Assessment under this provision is in addition to other remedies under this Agreement and as provided in law or equity. DHS shall assess reasonable damages as appropriate and notify the Grantee in writing of the assessment. The Grantee shall automatically deduct any assessed damages from the next appropriate monthly invoice, itemizing the assessment deductions on the invoice. Liquidated Damages shall not exceed the following:
   1. $1,000 for each individual whose Confidential Information was used or disclosed;
   2. $2,500 per day for each day that the Grantee fails to substantially comply with the Corrective Action Plan under this Section
E. *HIPAA:* The Grantee **IS NOT** a "Business Associate" pursuant to the definition under the Health Insurance Portability and Accountability Act (HIPAA) and the regulations promulgated thereunder specifically 45 C.F.R. § 160.103. If the parties are Business Associates, then the parties shall comply with DHS' Business Associate Agreement.

   If the Grantee is a Business Associate, the Grantee agrees to comply with the Health Insurance Portability and Accountability Act, Public Law 104-191 and with the Standards for Privacy and Security of Individually Identifiable Health Information, 45 C.F.R. Parts 160 and 164 applicable to Business Associates. As defined herein, "Business Associate" shall mean the Grantee and Subgrantee and agents of the Grantee that receive, use or have access to protected health information under this Agreement and "Covered Entity" shall mean the State of Wisconsin, Department of Health Services**.**

   In agreements for the provision of services, activities, or functions covered by the Health Insurance Portability and Accountability act of 1996 (HIPAA), the Grantee as a Business Associate must complete a Business

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Associate Agreement (BAA) F-00759. This document must be fully executed before Agreement performance begins.

This Section shall survive the termination of the Agreement.

12. HIGH-RISK IT REVIEW

Pursuant to Wis. Stat. 16.973(13), Contractor is required to submit, via the contracting agency, to the Department of Administration for approval any order or amendment that would change the scope of the contract and have the effect of increasing the contract price. The Department of Administration shall be authorized to review the original contract and the order or amendment to determine whether the work proposed in the order or amendment is within the scope of the original contract and whether the work proposed in the order or amendment is necessary. The Department of Administration may assist the contracting agency in negotiations regarding any change to the original contract price.

13. SUBGRANT or SUBCONTRACT

A. DHS reserves the right of approval of any Grantee's further contracts, grants, contractors, or grantees under this Agreement, and the Grantee shall report information relating to any further contract, grants, contractors, or grantees to DHS. A change in any further contractor or grantee or a change from a direct service provision to a further contractor or grantee may only be executed with the prior written approval of DHS. In addition, DHS approval may be required regarding the terms and conditions of any further contracts or grants and the further contractor or grantee selected. Approval of any further contracts, grants, contractors, or grantees will be withheld if DHS reasonably believes that the intended further contractor or grantee will not be a responsible contractor or grantee in terms of services provided and costs billed.
B. The Grantee retains responsibility for fulfillment of all terms and conditions of this Agreement when it enters into any further contract or grant and will be subject to enforcement of all the terms and conditions of this Agreement.

14. GENERAL PROVISIONS

A. Any payments of monies to the Grantee by DHS for goods and/or services provided under this Agreement shall be deposited in a Federal Deposit Insurance Corporation (the "FDIC") insured bank. Any balance exceeding FDIC coverage must be collaterally secured.
B. The Grantee shall conduct all procurement transactions in a manner that provides maximum open and free competition.
C. If a state public official (*see* Wis. Stat. § 19.42), a member of a state public official's immediate family, or any organization in which a state public official or a member of the official's immediate family owns or controls at least a 10 percent (10%) interest is a party to this Agreement and if this Agreement involves payment of more than $3,000 within a 12-month period, this Agreement is void unless appropriate written disclosure is made, according to Wis. Stat. § 19.45(6), before signing the Agreement. Written disclosure, if required, must be made to the State of Wisconsin Ethics Commission at:

Wisconsin Ethics Commission
PO Box 7125
Madison, WI 53707-7125
Fax: (608) 264-9319

D. If the Grantee or Subgrantee is a corporation other than a Wisconsin corporation, it must demonstrate, prior to providing services under this Agreement, that it possesses a *Certificate of Authority* from the State of Wisconsin Department of Financial Institutions, and must have and continuously maintain a registered agent, and otherwise conform to all requirements of Wis. Stat. chs. 180 and 181 relating to foreign corporations.
E. The Grantee agrees that funds provided under this Agreement shall be used to supplement or expand the Grantee's efforts, not to replace or allow for the release of available Grantee funds for alternative uses.

15. ACCOUNTING REQUIREMENTS

A. The Grantee's accounting system shall allow for accounting for individual grants, permit timely preparation of expenditure reports required by DHS as contained in Section 6 of this Agreement, and support expenditure reports submitted to DHS.

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B. The Grantee shall reconcile costs reported to DHS for reimbursement or as match to expenses recorded in the Grantee's accounting or simplified bookkeeping system on an ongoing and periodic basis. The Grantee agrees to complete and document reconciliation at least quarterly and to provide a copy to DHS upon request. The Grantee shall retain the reconciliation documentation according to approved records retention requirements.
C. Expenditures of funds from this Agreement must meet the Department's allowable cost definitions as defined in the Department's Allowable Cost Policy Manual (https://www.dhs.wisconsin.gov/business/allow-cost-manual.htm).

16. CHANGES IN ACCOUNTING PERIOD

A. The Grantee shall notify DHS of any change in its accounting period and provide proof of Internal Revenue Service (IRS) approval for the change.
B. Proof of IRS approval shall be considered verification that the Grantee has a substantial business reason for changing its accounting period.
C. A change in accounting period shall not relieve the Grantee of the reporting or audit requirements of this Agreement. An audit meeting the requirements of this Agreement shall be submitted within ninety (90) days after the first day of the start of the new accounting period for the short accounting period and within one hundred and eighty (180) days of the close of the new accounting period for the new period. For purposes of determining audit requirements, expenses and revenues incurred during the short accounting period shall be annualized.

17. PROPERTY MANAGEMENT REQUIREMENTS

A. Property insurance coverage will be provided by the Grantee for fire and extended coverage of any equipment funded under this Agreement which DHS retains ownership of and which is in the care, custody, and control of the Grantee.
B. DHS shall have all ownership rights in any computer hardware supplied by DHS as a result of this Agreement. DHS shall have all ownership rights in any software or modifications thereof and associated documentation that is designed and installed or developed and installed under this Agreement. The Grantee shall have all ownership rights in any computer hardware funded under this Agreement and will have a nonexclusive, nontransferable license to use for its purposes of the software or modifications and associated documentation that is designed and/or installed under this Agreement.
C. The Grantee agrees that if any materials are developed under this Agreement, DHS shall have a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use and to authorize others to use such materials. Any discovery or invention arising out of, or developed in the course of, work aided by this Agreement shall be promptly and fully reported to DHS.

18. AUDITS

A. *Requirement to Have an Audit*: Unless waived by DHS, the Grantee shall submit an annual audit to DHS if the total amount of annual funding provided by DHS (from any and all of its Divisions or subunits taken collectively) through this and other Grants is $100,000 or more. In determining the amount of annual funding provided by DHS, the Grantee shall consider both: (a) funds provided through direct Grants with DHS; and (b) funds from DHS passed through another agency which has one or more Grants with the Grantee.
B. *Audit Requirements*: The audit shall be performed in accordance with generally accepted auditing standards, Wis. Stat. § 46.036, Government Auditing Standards as issued by the U.S. Government Accountability Office, and other provisions specified in this agreement. In addition, the Grantee is responsible for ensuring that the audit complies with other standards and guidelines that may be applicable depending on the type of services provided and the amount of pass-through dollars received. Please reference the following audit documents for complete audit requirements:
   - 2 Code of Federal Regulations (C.F.R.), Part 200 - Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart F – Audit Requirements. The guidance also includes an Annual Compliance Supplement that details specific federal agency rules for accepting federal subawards.
   - The State Single Audit Guidelines (SSAG) expand on the requirements of 2 C.F.R. Part 200 Subpart F by identifying additional conditions that require a state single audit. Section 1.4 of the SSAG lists the required conditions.
   - DHS Audit Guide is an appendix to the SSAG and contains additional DHS-specific audit guidance for those entities who meet the SSAG requirements. It also provides guidance for those entities that are not required to

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have a Single Audit but need to comply with DHS subrecipient/contractor audit requirements. An audit report is due to DHS if a subrecipient/contractor receives more than $100,000 in pass-through money from DHS as determined by Wis. Stat. § 46.036.

C. *Source of Funding:* DHS shall provide funding information to all subrecipient/contractors for audit purposes, including the name of the program, the federal agency where the program originated, the Assistance Listing number and the percentages of federal, state and local funds constituting the agreement.

D. *Reporting Package*: The subrecipient/contractor that is required to have a Single Audit based on 2 C.F.R. Part 200 Subpart F and the State Single Audit Guide is required to submit to DHS a reporting package which includes all of the following:

1. General-purpose financial statements of the overall agency and a schedule of expenditures of federal and state awards, including the independent auditor's opinion on the statements and schedule.
2. Schedule of findings and questioned costs, schedule of prior audit findings, corrective action plan and the management letter (if issued).
3. Report on compliance and on internal control over financial reporting based on an audit performed in accordance with government auditing standards.
4. Report on compliance for each major program and a report on internal control over compliance.
5. Report on compliance with requirements applicable to the federal and state program and on internal control over compliance in accordance with the program-specific audit option.
6. * DHS Cost Reimbursement Award Schedule. This schedule is required by DHS if the subrecipient/contractor is a non-profit, for-profit, a governmental unit other than a tribe, county, Chapter 51 board or school district; if the subrecipient/contractor receives funding directly from DHS; if payment is based on or limited to an actual allowable cost basis; and if the auditee reported expenses or other activity resulting in payments totaling $100,000 or more for all of its grant(s) or contract(s) with DHS.
7. *Reserve Schedule is only required if the subrecipient/contractor is a non-profit and paid on a prospectively set rate.
8. *Allowable Profit Schedule is only required if the subrecipient/contractor is a for-profit entity.
9. *Additional Supplemental Schedule(s) required by funding agency may be required. Check with the funding agency.

*NOTE: These schedules are only required for certain types of entities or specific financial conditions.
For subrecipient/contractors that do not meet the federal audit requirements of 2 C.F.R. Part 200 and SSAG, the audit reporting package to DHS shall include all of the above items except items 4 and 5.

E. *Audit Due Date*: Audits that must comply with 2 C.F.R. Part 200 and the State Single Audit Guidelines are due to the granting agencies nine months from the end of the fiscal period or thirty (30) days from completion of the audit, whichever is sooner. For all other audits, the due date is six months from the end of the fiscal period unless a different date is specified within the contract or grant agreement.

F. *Sending the Reporting Package*: Audit reports shall be sent by the auditor via email to DHSAuditors@Wisconsin.gov with "cc" to the subrecipient/auditee. The audit reports shall be electronically created pdf files that are text searchable, unlocked, and unencrypted. (Note: To ensure that pdf files are unlocked and text-searchable, do not scan a physical copy of the audit report and do not change the default security settings in your pdf creator.)

G. *Access to Subrecipient Records*: The auditee must provide the auditor with access to personnel, accounts, books, records, supporting documentation, and other information as needed for the auditor to perform the required audit. The auditee shall permit appropriate representatives of DHS to have access to the auditee's records and financial statements as necessary to review the auditee's compliance with federal and state requirements for the use of the funding. Having an independent audit does not limit the authority of DHS to conduct or arrange for other audits or review of federal or state programs. DHS shall use information from the audit to conduct their own reviews without duplication of the independent auditor's work.

H. *Access to Auditor's Work Papers*: The auditor shall make audit work papers available upon request to the auditee, DHS or their designee as part of performing a quality review, resolving audit findings, or carrying out oversight responsibilities. Access to working papers includes the right to obtain copies of working papers.

I. *Failure to Comply with the Audit Requirements*: DHS may impose sanctions when needed to ensure that auditees have complied with the requirements to provide DHS with an audit that meets the applicable standards and to administer state and federal programs in accordance with the applicable requirements. Examples of situations when sanctions may be warranted include:

1. The auditee did not have an audit.
2. The auditee did not send the audit to DHS or another granting agency within the original or extended audit deadline.

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3. The auditor did not perform the audit in accordance with applicable standards, including the standards described in the SSAG.
4. The audit reporting package is not complete; for example, the reporting package is missing the corrective action plan or other required elements.
5. The auditee does not cooperate with DHS or another granting agency's audit resolution efforts; for example, the auditee does not take corrective action or does not repay disallowed costs to the granting agency.

J. *Sanctions:* DHS will choose sanctions that suit the particular circumstances and also promote compliance and/or corrective action. Possible sanctions may include:
1. Requiring modified monitoring and/or reporting provisions;
2. Delaying payments, withholding a percentage of payments, withholding or disallowing overhead costs, or suspending the award until the auditee is in compliance;
3. Disallowing the cost of audits that do not meet these standards;
4. Conducting an audit or arranging for an independent audit of the auditee and charging the cost of completing the audit to the auditee;
5. Charging the auditee for all loss of federal or state aid or for penalties assessed to DHS because the auditee did not comply with audit requirements;
6. Assessing financial sanctions or penalties;
7. Discontinuing contracting with the auditee; and/or
8. Taking other action that DHS determines is necessary to protect federal or state pass-through funding.

K. *Closeout Audits*: An agreement specific audit of an accounting period of less than 12 months is required when an agreement is terminated for cause, when the auditee ceases operations or changes its accounting period (fiscal year). The purpose of the audit is to close-out the short accounting period. The required close-out agreement specific audit may be waived by DHS upon written request from the subrecipient/contractor, except when the agreement is terminated for cause. The required close-out audit may not be waived when an agreement is terminated for cause.

The auditee shall ensure that its auditor contacts DHS prior to beginning the audit. DHS, or its representative, shall have the opportunity to review the planned audit program, request additional compliance or internal control testing and attend any conference between the auditee and the auditor. Payment of increased audit costs, as a result of the additional testing requested by DHS, is the responsibility of the auditee.

DHS may require a close-out audit that meets the audit requirements specified in 2 C.F.R. Part 200 Subpart F. In addition, DHS may require that the auditor annualize revenues and expenditures for the purposes of applying 2 C.F.R. Part 200 Subpart F and determining major federal financial assistance programs. This information shall be disclosed in a note within the schedule of federal awards. All other provisions in 2 C.F.R. Part 200 Subpart F-Audit Requirements apply to close-out audits unless in conflict with the specific close-out audit requirements.

19. OTHER ASSURANCES

A. The Grantee shall notify DHS in writing, within thirty (30) days of the date payment was due, of any past due liabilities to the federal government, state government, or their agents for income tax withholding, Federal Insurance Contributions Act (FICA) tax, worker's compensation, unemployment compensation, garnishments or other employee related liabilities, sales tax, income tax of the Grantee, or other monies owed. The written notice shall include the amount owed, the reason the monies are owed, the due date, the amount of any penalties or interest (known or estimated), the unit of government to which the monies are owed, the expected payment date, and other related information.

B. The Grantee shall notify DHS in writing, within thirty (30) days of the date payment was due, of any past due payment in excess of $500 or when total past due liabilities to any one or more vendors exceed $1,000 related to the operation of this Agreement for which DHS has reimbursed or will reimburse the Grantee. The written notice shall include the amount owed, the reason the monies are owed, the due date, the amount of any penalties or interest (known or estimated), the vendor to which the monies are owed, the expected payment date, and other related information. If the liability is in dispute, the written notice shall contain a discussion of facts related to the dispute and the information on steps being taken by the Grantee to resolve the dispute.

C. DHS may require written assurance at the time of entering into this Agreement that the Grantee has in force, and will maintain for the course of this Agreement, employee dishonesty bonding in a reasonable amount to be determined by DHS up to $500,000.

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20. RECORDS

A. The Grantee shall maintain written and electronic records as required by state and federal law and required by program policies.
B. The Grantee and its Subgrantee(s) or Subcontractor(s) shall comply with all state and federal confidentiality laws concerning the information in both the records it maintains and in any of DHS' records that the Grantee accesses to provide services under this Agreement.
C. The Grantee and its Subgrantee(s) or Subcontractor(s) will allow inspection of records and programs, insofar as is permitted by state and federal law, by representatives of DHS, its authorized agents, and federal agencies, in order to confirm the Grantee's compliance with the specifications of this Agreement.
D. The Grantee agrees to retain and make available to DHS all program and fiscal records for six (6) years after the end of the Agreement period.
E. The use or disclosure by any party of any information concerning eligible individuals who receive services from the Grantee for any purpose not connected with the administration of the Grantee's or DHS' responsibilities under this Agreement is prohibited except with the informed, written consent of the eligible individual or the individual's legal guardian.

21. CONTRACT REVISIONS AND/OR TERMINATION

A. The Grantee agrees to renegotiate with DHS the terms and conditions of this Agreement or any part thereof in such circumstances as:
    1. Increased or decreased volume of services.
    2. Changes required by state and federal law or regulations or court action.
    3. Increase or reduction in the monies available affecting the substance of this Agreement.
B. Failure to agree to a renegotiated Agreement under these circumstances is cause for DHS to terminate this Agreement.
C. *Non-Appropriation*: DHS reserves the right to cancel this Agreement in whole or in part without penalty if the Wisconsin Legislature, United States Congress, or any other direct funding entity contributing to the financial support of this contract fails to appropriate funds necessary to complete the contract.
D. *Termination for Cause*: DHS may terminate this Agreement after providing the Grantee with thirty (30) calendar days written notice of the Grantee's right to cure a failure of the Grantee to perform under the terms of this Agreement, if the Grantee fails to so cure or commence to cure.
The Grantee may terminate the Agreement after providing DHS a written notice, within one hundred and twenty (120) calendar days, of DHS' right to cure a failure to perform under the terms of this Agreement.
Upon the termination of this Agreement for any reason, or upon Agreement expiration, each party shall be released from all obligations to the other party arising after the date of termination or expiration, except for those that by their terms survive such termination or expiration.
Upon termination for cause, the Grantee shall be entitled to receive compensation for any deliverables' payments owed under the Agreement only for deliverables that have been approved and accepted by DHS.
E. *Termination for Convenience*: Either party may terminate this Agreement at any time, without cause, by providing a written notice. DHS must notify the Grantee at least forty-five (45) calendar days prior to the desired date of termination for convenience. The Grantee must notify DHS at least one hundred and twenty (120) calendar days prior to the desired date of termination for convenience- during this notification period, the Grantee will continue providing services in accordance with the Agreement requirements.
In the event of termination for convenience, the Grantee shall be entitled to receive compensation for any fees owed under the Agreement and shall also be compensated for partially completed services. In this event, compensation for such partially completed services shall be no more than the percentage of completion of the services requested, at the sole discretion of DHS, multiplied by the corresponding payment for completion of such services as set forth in the Agreement. Alternatively, at the sole discretion of DHS, the Grantee may be compensated for the actual service hours provided. DHS shall be entitled to a refund for goods or services paid for but not received or implemented, such refund to be paid within thirty (30) days of written notice to the Grantee requesting the refund.
F. *Cancellation*: DHS reserves the right to immediately cancel this Agreement, in whole or in part, without penalty and without an opportunity for Grantee to cure if the Grantee:
    1. Files a petition in bankruptcy, becomes insolvent, or otherwise takes action to dissolve as a legal entity;
    2. Allows any final judgment not to be satisfied or a lien not to be disputed after a legally-imposed, thirty (30)-day notice;

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3. Makes an assignment for the benefit of creditors;
4. Fails to follow the sales and use tax certification requirements of Wis. Stat. § 77.66;
5. Incurs a delinquent Wisconsin tax liability;
6. Fails to submit a non-discrimination or affirmative action plan as required herein;
7. Fails to follow the non-discrimination or affirmative action requirements of subch. II, Chapter 111 of the Wisconsin Statutes (Wisconsin's Fair Employment Law);
8. Becomes a federally debarred Grantee;
9. Is excluded from federal procurement and non-procurement Agreements;
10. Fails to maintain and keep in force all required insurance, permits and licenses as provided in this Agreement;
11. Fails to maintain the confidentiality of DHS' information that is considered to be Confidential Information, proprietary, or containing Personally Identifiable Information; or
12. Grantee performance threatens the health or safety of a state employee or state customer.

22. NONCOMPLIANCE AND REMEDIAL MEASURES

A. Failure to comply with any part of this Agreement may be considered cause for revision, suspension, or termination of this Agreement. Suspension includes withholding part or all of the payments that otherwise would be paid to the Grantee under this Agreement, temporarily having others perform and receive reimbursement for the services to be provided under this Agreement, and any other measure DHS determines is necessary to protect the interests of the State.

B. The Grantee shall provide written notice to DHS of all instances of noncompliance with the terms of this Agreement by the Grantee or any of its Subgrantees or Subcontractors, including noncompliance with allowable cost provisions. Notice shall be given as soon as practicable but in no case later than thirty (30) days after the Grantee became aware of the noncompliance. The written notice shall include information on the reason for and effect of the noncompliance. The Grantee shall provide DHS with a plan to correct the noncompliance.

C. If DHS determines that noncompliance with this Agreement has occurred or continues to occur, it shall demand immediate correction of continuing noncompliance and seek remedial measures it deems necessary to protect the interests of the State up to and including termination of the Agreement, the imposing of additional reporting requirements and monitoring of Subgrantee or Subcontractors, and any other measures it deems appropriate and necessary.

D. If required statistical data, reports, and other required information are not submitted when due, DHS may withhold all payments that otherwise would be paid the Grantee under this Agreement until such time as the reports and information are submitted.

23. DISPUTE RESOLUTION

If any dispute arises between DHS and Grantee under this Agreement, including DHS' finding of noncompliance and imposition of remedial measures, the following process will be the exclusive administrative review:

A. *Informal Review*: DHS' and Grantee's Grant Administrators will attempt to resolve the dispute. If a dispute is not resolved at this step, then a written statement to this effect must be signed and dated by both Grant Administrators. The written statement must include all of the following:
   1. A brief statement of the issue.
   2. The steps that have been taken to resolve the dispute.
   3. Any suggested resolution by either party.

B. *Division Administrator's Review*: If the dispute cannot be resolved by the Grant Administrators, the Grantee may request a review by the Administrator of the division in which DHS Grant Administrator is employed, or if the Grant Administrator is the Administrator of the division, by the Deputy Secretary of DHS. The Division Administrator (or Deputy Secretary) must receive a request under this step within fourteen (14) days after the date of the signed unresolved dispute letter in Step A. The Division Administrator or Deputy Secretary will review the matter and issue a written determination within thirty (30) days after receiving the review request.

C. *Secretary's Review*: If the dispute is unresolved at Step B, the Grantee may request a final review by the Secretary of DHS. The Office of the Secretary must receive a request under this step within fourteen (14) days after the date of the written determination under Step B. The Secretary will issue a final determination on the matter within thirty (30) days after receiving the Step B review request.

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24. FINAL REPORT DATE

A. Expenses incurred during the Agreement period but reported later than 60 days after the period ending date will not be recognized, allowed, or reimbursed under the terms of this Agreement unless determined as allowable by DHS. In the event this occurs, an alternate payment process as determined by DHS would occur.
B. Expenses incurred outside of the Agreement period would be considered not allowable.

25. INDEMNITY

To the extent authorized under state and federal laws, DHS and the Grantee agree they shall be responsible for any losses or expenses (including costs, damages, and attorney's fees) attributable to the acts or omissions of their employees, officers, or agents.

26. CONDITIONS OF THE PARTIES' OBLIGATIONS

A. This Agreement is contingent upon authority granted under the laws of the State of Wisconsin and the United States of America, and any material amendment or repeal of the same affecting relevant funding or authority of DHS shall serve to revise or terminate this Agreement, except as further agreed to by the parties.
B. DHS and the Grantee understand and agree that no clause, term, or condition of this Agreement shall be construed to supersede the lawful powers or duties of either party.
C. It is understood and agreed that the entire Agreement between the parties is contained herein, except for those matters incorporated herein by reference, and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter thereof.

27. GOVERNING LAW

This Agreement shall be governed by the laws of the State of Wisconsin. The venue for any actions brought under this Agreement shall be the Circuit Court of Dane County, Wisconsin or the U.S. District Court for the Western District of Wisconsin, as applicable.

28. SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of this Agreement or the occurrence of any event rendering any portion or provision of this Agreement void shall in no way affect the validity or enforceability of any other portion or provision of this Agreement. Any void provision shall be deemed severed from this Agreement, and the balance of this Agreement shall be construed and enforced as if it did not contain the particular portion or provision held to be void. The parties further agree to amend this Agreement to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this Article shall not prevent this entire Agreement from being void should a provision, which is of the essence of this Agreement, be determined void.

29. ASSIGNMENT

Neither party shall assign any rights or duties under this Agreement without the prior written consent of the other party.

30. ANTI-LOBBYING ACT

The Grantee shall certify to DHS that it will not and has not used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant or any other award covered by 31 U.S.C. 1352. The Grantee shall also disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award.

The Grantee shall use Standard Form LLL (SFLLL) for Disclosure of Lobbying Activities available at: https://www.gsa.gov/reference/forms/disclosure-of-lobbying-activities. A completed disclosure must be provided upon Department request.

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31. DEBARMENT OR SUSPENSION

The Grantee certifies that neither the Grantee organization nor any of its principals are debarred, suspended, or proposed for debarment for federal financial assistance (including, but not limited to, General Services Administration's list of parties excluded from federal procurement and non-procurement programs). The Grantee further certifies that potential Subgrantees or Subcontractors and any of their principals are not debarred, suspended, or proposed for debarment.

32. DRUG FREE WORKPLACE

The Grantee, agents, employees, Subgrantees or Subcontractors under this Agreement shall follow the guidelines established by the Drug Free Workplace Act of 1988.

33. MULTIPLE ORIGINALS

This Agreement may be executed in multiple originals, each of which together shall constitute a single Agreement.

34. CAPTIONS

The parties agree that in this Agreement, captions are used for convenience only and shall not be used in interpreting or construing this Agreement.

35. SPECIAL PROVISIONS, IF APPLICABLE

The following special provisions are required:

Match Requirements:

Funding percentages:

a. Federal:
b. State: 100%
c. Local/Other:

36. NULL AND VOID

This Agreement becomes null and void if the time between the earlier dated signature and the later dated signature of DHS' and Grantee's Authorized Representatives on this Agreement exceeds sixty (60) days inclusive of the two signature dates.

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ATTACHMENT A
Wisconsin TB Dispensary Program
Covered Clinical Services by Patient Type – Fiscal Year 2026

NOTE: Any additional services that exceed allowed number of services MUST have a pre-authorization and are at the discretion of the Wisconsin TB program (WTBP) for reimbursement.

Type and amount of services covered by the WTBP (for the duration of treatment):			
Service	**Active Tuberculosis (TB) Disease**	**Suspect or contact who is eventually ruled out**	**Latent TB Infection (LTBI)**
Laboratory tests** (does not include blood collection)	**Diagnostic IGRA** - 2 **Liver function*** - 1 to 2 **CBC w/automated differential platelets** - 1 **HIV** - 1 **Serum creatinine** - 1 **Uric acid** - 1	**Diagnostic IGRA**- 2 (1 at baseline, 1 at 8-10 weeks post-exposure) **Liver function*** -1 **HIV** - 1	**Diagnostic IGRA-** 2 **Liver function*** - 2 **CBC w/automated differential platelets** - 1 **HIV** - 1
Blood specimen collection (venipuncture)	≤ # of tests performed	≤ # of tests performed	≤ # of tests performed
Diagnostic tuberculin skin test (TST, includes placement & reading)	1	2 (1 at baseline, 1 at 8-10 weeks post-exposure)	1
Chest Imaging & interpretation (CT or 2-view chest X-ray recommended for diagnosis)	3	2	1
Medical evaluation by MD	4 total [1 new (diagnostic)] [3 established (follow-up)]	2 total [1 new (diagnostic)] [1 established (follow-up)]	2 total [1 new (diagnostic)] [1 established (follow-up)]
Sputum collection	Various***	3	3
DOT and Nurse Services Codes			
Targeted Case Management (TCM)	Service code T1017 TCM includes DOT/VDOT, patient education, and symptom treatment and monitoring for adverse drug reactions.		
Patient education/ Anticipatory guidance	Service code S9445 (Without DOT)		
Travel for DOT	Service code T0001 45 to 60 minutes per day, round trip		

* "Liver function" includes a single ALT, AST, or total bilirubin; if more than one liver function test is performed, please use hepatic function panel [service code 80076], which includes all three tests. Hepatic function panel can be substituted with the combination of a complete metabolic panel and total bilirubin test.

** Whenever possible, use the fee-exempt testing (HIV and liver function test) performed by the Wisconsin State Laboratory of Hygiene (WSLH). Testing performed by laboratories other than WSLH will be covered at the Medicaid-allowable rate.

*** While the patient is still in isolation, only one sputum should be obtained weekly until the smear result is negative. After the initial negative sputum two more sputum samples should be collected to verify the negative result. Repeat this until all three sputum samples are smear negative. After all three have become negative, continue to collect a set of three sputum samples each month until the patient completes treatment, achieves culture conversion, or can no longer produce sputum.

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Use of Targeted Case Management (TCM) and Nurse Service Codes for the Wisconsin TB Dispensary Program

The bullets below represent general guidance. Exceptions can be made in unique situations using the preauthorization process.

General

- **TCM and Nurse Service Codes:** TCM intrinsically includes patient education, anticipatory guidance, DOT/VDOT, and symptom/treatment monitoring. Additionally, as in previous years, service codes for "Patient Education/Anticipatory Guidance (S9445)" and "Targeted Case Management (T1017-15 to T1017-60)" should not be billed together on the same day. Therefore, the "Targeted Case Management (T1017)" service code should not be billed on the same day as "Patient education/Anticipatory guidance". **Use only one TCM or nurse service code per patient per day.**
- **Video DOT:** Please use the "Targeted Case Management (T1017)" service code for video DOT (VTCM). VTCM should be billed for no longer than 15 minutes per appointment.
- **TCM in Office or Clinic:** Please bill no more than 30 minutes for DOT performed in your clinic or office (i.e., patients come to your office or clinic to receive TB/LTBI medications by DOT).
- **Services in the Home:** For home visits, only 60 minutes of services (i.e., DOT, symptom/treatment monitoring, patient education/anticipatory guidance) may be billed per patient per day. The 60-minute cap does not include travel time, see below for travel code (T-0001) information.
- **Venipuncture**: Service codes T1017 and S9445 should not be used for venipuncture services. Please use service code: 36415 (Blood collection, venous by venipuncture).

LTHD Travel for TCM

- A new service code "Travel for TCM (T0001)" has been created for travel time ≥ 45 minutes (e.g., time in your car) associated with DOT and nurse services. This code is meant to be used in combination with the TCM and Patient education/Anticipatory guidance codes. Reimbursed rates are shown below:

Service Code	Amount of travel time (round trip)	Reimbursement rate
T0001-45	45	$28.20
T0001-60	60	$37.60

  - The travel service code (T0001) is intended for travel time (e.g., driving) of ≥ 45 minutes, round trip. Travel time of less than 45 minutes is not reimbursable.
  - Bill for time spent on TCM and Patient education/Anticipatory guidance separate from time spent for travel

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ATTACHMENT B
Wisconsin TB Dispensary Program

Tuberculosis (TB) Clinical Services Plan (CSP)
FY2025-2026

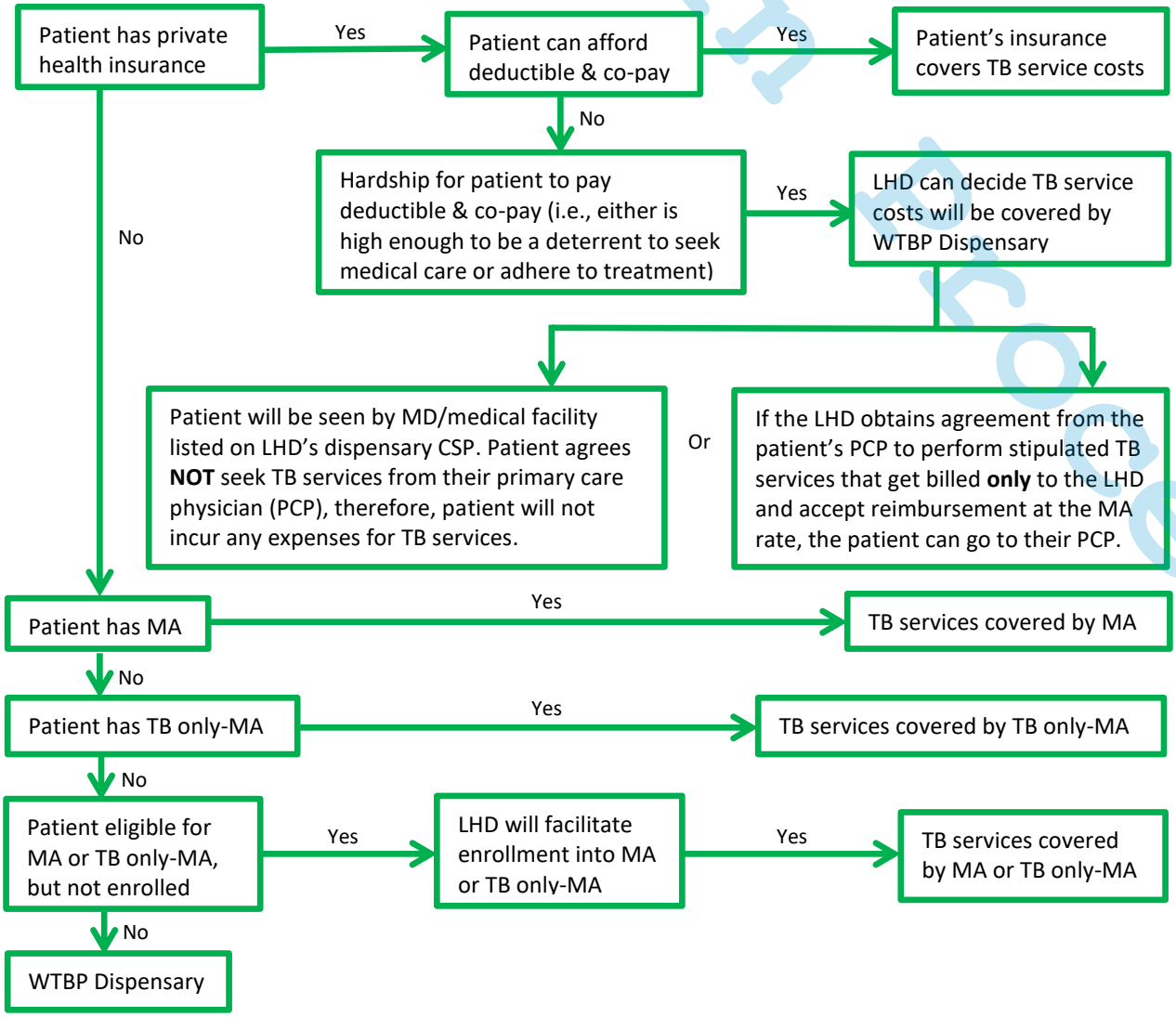
Purpose

The purpose of the Clinical Services Plan is to provide a framework for local health departments to describe and document clinical services that will be provided through the Wisconsin Tuberculosis (TB) Dispensary Program. To participate in the Wisconsin TB Dispensary Program, the local health department must agree to provide a financial assessment for each patient, identify populations that are at risk for tuberculosis within their jurisdiction, provide documentation of services provided or arranged and patient results, and provide or assure clinical assessments, diagnostic and follow-up testing and patient management as described in Table 1.

Financial Assessment

All clients and patients referred or presenting themselves for TB services will be assessed for their ability to provide private insurance or Medicare/Medicaid coverage. Eligibility or presumptive eligibility for Medicaid and/or for Tuberculosis-related Medicaid (known as TB only-MA) should be pursued. Upon submission to the Wisconsin TB Program (WTBP), the services billed to the health department will be reimbursed at the Medicaid (MA) rate.

Determining dispensary eligibility for all TB patients



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ATTACHMENT B
Wisconsin TB Dispensary Program

Not Covered by the Wisconsin TB Dispensary Program

- **Persons with Private or Public Insurance**
  All clients and patients referred or presenting themselves for TB services will be assessed for their ability to provide private insurance or Medicare/Medicaid coverage. Eligibility or presumptive eligibility for Medicaid and/or for Tuberculosis-related Medicaid (known as TB only-MA) should be pursued.

- **Hospitalizations**
  The TB Dispensary **cannot** pay for any hospitalizations. This includes emergency room and urgent care visits. If the patient is eligible for TB dispensary services, coverage will begin **after** discharge from hospital. Hospital costs are billed to the patient, the patient's insurance, or the facility absorbs the cost. If considering the patient for dispensary covered services, assess the patient for health insurance and dispensary eligibility, as outlined above, before patient is discharged.

- **Employee, Admission or Incarceration Testing**
  Dispensary funds are **not applicable** for TB screening or testing done for employment, school, residential admittance, or incarceration. Facilities or persons requiring TB tests are obligated to bear the cost of those screenings.

- **TB Class B Status Refugees**
  Refugees receive short-term health insurance called Refugee Medical Assistance (RMA) for the first eight months in the US. These individuals are not eligible for the Wisconsin TB Dispensary Program.

At-risk Persons

TB services are covered by the WTBP Dispensary for persons **at risk** of having TB infection or disease and insufficient, or no health insurance. Risk factors for TB infection in Wisconsin include the following:

- Birth, travel or residence in a country with high TB prevalence (includes any country other than the United States, Canada, Australia, New Zealand, or a country in western or northern Europe).
- Close contact to someone with infectious TB disease during lifetime, with priority to immune compromised individuals and children under the age of 5 years.
- Individuals with recent TB symptoms: persistent cough lasting three or more weeks and one or more of the following symptoms: coughing up blood, fever, chills, night sweats, unexplained weight loss or fatigue.
- Current or planned immunosuppression including receipt of an organ transplant, treatment with a TNF-alpha antagonist (e.g., infliximab, etanercept, or other), chronic steroids (equivalent of prednisone ≥15 mg/day for ≤1 month), or other immunosuppressive medication in combination with a risk for infection
- Individuals who are likely to be infected and HIV-positive.
- Those who have been referred to the LHD after a positive TST or IGRA test, abnormal chest imaging consistent with TB disease or other medical condition(s) suggestive of active TB.

In addition to those listed above, individuals considered at "high risk" for TB within this jurisdiction include:

☐ No additional high risk groups.

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ATTACHMENT B
Wisconsin TB Dispensary Program

Documentation

Records of all TB services provided or arranged for will be kept according to health department record policies and procedures and on forms/in formats that are efficient and useful in the health department. The WTBP, as authorized by Wis. Admin. Code § DHS 145.12(4)(a) may audit the records of the health department dispensary. For reimbursement for TB-related medical services, local and Tribal health departments (LTHDs) shall use the TB Ordering and Billing Interface (TOBI).

The LTHD **must** use the Wisconsin Electronic Disease Surveillance System (WEDSS) for patient record management. All patients covered by the dispensary must have a TB-related disease incident number in WEDSS associated with one of the following services:

- Tuberculosis (resolution status = suspect or confirmed)
- AFB Smear
- Tuberculosis, Class A or B
- Tuberculosis, Latent Infection
- Contact Investigations

Forms for Documentation of Treatment

The final results of TB or LTBI treatment must be documented so the patient and future health care providers have a permanent record of this treatment. If the LTHD does not have access to WEDSS, or a doctor completed the treatment, the following forms can be used to document treatment completion:

- Active TB Disease Follow-up Report form (F-02474)
- Latent Tuberculosis Infection (LTBI) Follow-up Report (F-44125)

Instructions for Documenting LTBI in WEDSS

Instructions for documenting LTBI in WEDSS can be found here: P-02426: Documenting LTBI in WEDSS

Clinical Assessments

All clients and patients referred or presenting themselves for TB services will be assessed according to LTHD policies, procedures and practices. Care provided, or arranged for, will be performed according to statutes, rules, guidelines and CDC protocols with emphasis on public health protection and TB prevention and care.

Agreements

The LTHD must have established agreements with providers for clinical services to ensure that proper MA billing practices are in place. Services provided or arranged by the LTHD should be documented in Table 1, below. Written agreements or a memorandum of understanding (MOU) are encouraged and should include the following:

- Providers understand and agree to provide services in a timely manner to patients with infectious TB, or those being evaluated for infectious TB using proper respiratory precautions.
- Providers understand and have agreed that they will be reimbursed at the MA rate.
- Providers understand and agree that services not listed on the service grid (*Attachment A*) must be pre-authorized by the WTBP Director or Nurse Consultant.
- Services provided without pre-authorization will not be reimbursed.

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ATTACHMENT B
Wisconsin TB Dispensary Program

Table 1. Services Provided or Arranged by the Local Health Department

Type of services	Provider	Verbal or written
IGRA (interferon gamma release assay) testing or Tuberculin skin testing (TST)		
Risk assessment and medical evaluation by physician or nurse		
Provider will prescribe drugs for treatment of TB and LTBI		
Chest Imaging: Chest X-ray (CXR) or computerized tomography (CT) scan		
Sputum collection or induction for acid-fast bacilli smear and culture		
Venipunctures for IGRA or other laboratory testing		
Health care setting(s) that allow for evaluation and care of patients with potentially infectious TB, including airborne infection isolation rooms and respiratory precautions (for inpatient and outpatient settings).		
Directly Observed Therapy (DOT) for active tuberculosis disease and the isoniazid and rifapentine (3HP) regimen for latent TB infection. DOT includes patient education and symptom check for adverse drug reactions.		
TB contact investigations		
Optional - Other service (describe):		
Optional - Other service (describe):		
Optional - Other service (describe):		

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ATTACHMENT C
Wisconsin Tuberculosis Dispensary Program
CPT Codes and Reimbursement Rates for Allowable Clinical Services, Targeted Case Management (TCM) and Nurse Service Codes, Fiscal year 2026

NOTE: Please see Attachment A for allowed number of services; any additional services require pre-authorization and are at the discretion of the WI TB Program for reimbursement. TB Program rates may change subject to Medicaid rates throughout the year.

Service code	Service	Dispensary definitions for billing *(May not apply to MA billing)*	Charge
36415	Blood collection, venous by venipuncture	For IGRA, LFT, HIV, HA1C, serum creatinine, and uric acid	$7.06
71046	X-Ray Exam, Chest, 2 Views (use code series 71045 for one view X-Ray)	Imaging and interpretation; the CDC and WI TB program recommend a two-view X-Ray (rather than a one-view X-Ray) for proper diagnostic purposes	$23.52
71046-PC	X-Ray Exam, Chest, 2 Views - interpretation only	Professional interpretation only	$8.53
71046-TC	X-Ray Exam, Chest, 2 Views - technical only	Imaging only	$14.98
71270	Chest CT scan	Includes with and w/o dye (71270-TC & 71270-PC also available)	$329.48
76497	CT Scan CAD add on	Allowable in conjunction with CT scan only	$22.59
85025	Complete CBC with automated differential	Does not include blood draw	$7.77
80076	Hepatic function panel	Use this code if requesting any amount more than one liver function test	$8.17
84450**	AST	Part of "Liver Function" test - does not include blood draw	$5.18
84460**	ALT	Part of "Liver Function" test - does not include blood draw	$5.30
82247	Total bilirubin	Part of "Liver Function" test - does not include blood draw	$5.02
82565	Serum creatinine	Does not include blood draw	$5.12
84550	Uric acid	Does not include blood draw	$4.52
83036	HA1C (Glycosylated Hemoglobin Test)	Does not include blood draw	$9.71
86480	IGRA: Quantiferon™	Does not include blood draw	$61.98
86481	IGRA: T-Spot™ (through Oxford Lab)	Does not include blood draw	$87.22
86580	TB skin test	Placement and reading = one service	$6.13
86703**	HIV-1 AND HIV-2 1 result antibody assay	Does not include blood draw	$13.71
89220	Sputum induction, with aerosol		$14.40
TB101	Sputum obtained in home or clinic by staff	Weekday drop-off/pick-up = one service Drop-off Friday/pick-up Monday = one service	$10.82
43755*	Gastric aspirate	For children, pre-authorization is required for adults	$37.30
99202	Office visit with MD, NEW PATIENT	Office O/P New SF 15-29 min	$48.35
99203	Office visit with MD, NEW PATIENT	Office O/P New Low 30-44 min	$74.38
99204	Office visit with MD, NEW PATIENT	Office O/P New Mod 45-59 min	$110.94
99205	Office visit with MD, NEW PATIENT	Office O/P New HI 60+ Min	$146.41
99212	Office visit with MD, ESTABLISHED patient	Office O/P EST SF 10-19 min	$37.79
99213	Office visit with MD, ESTABLISHED patient	Office O/P EST LOW 20-29 min	$60.42
99214	Office visit with MD, ESTABLISHED patient	Office O/P EST Mod 30- 39 min	$85.58
99215	Office visit with MD, ESABLISHED patient	Office O/P EST HI 40+ min	$119.97
84311*	Adenosine deaminase	Pre-authorization is required unless pleural TB is diagnosed	$8.10
62270*	CSF	Pre-authorization is required *unless* TB meningitis is suspected	$53.36

Continued on page 2.

Public health nurse services limited to 60 minutes per day cumulative

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T1017	Targeted case management – T1017-15 (use for VDOT also-15 min only)	Targeted Case Management has replaced directly observed therapy (DOT) and video DOT (15 min only): TCM/VTCM includes observing patient while they are taking their medication(s), patient education and symptom check for adverse drug reactions. Must be performed by RN or trained TCM worker who is health department employee.	$11.98
	Targeted case management - T1017-30		$23.96
	Targeted case management - T1017-45		$35.94
	Targeted case management - T1017-60		$47.92
S9445***	Patient education/anticipatory guidance - S9445-15	Visits to encourage adherence, talk about TB disease or LTBI, diagnostic testing, treatment options, benefits of adherence to treatment and/or follow-up care. May not be combined with TCM code.	$9.48
	Patient education/anticipatory guidance - S9445-30		$18.97
	Patient education/anticipatory guidance - S9445-45		$28.46
	Patient education/anticipatory guidance - S9445-60		$37.95
T-0001***	Travel for TCM 45 min- T0001-45	Travel time (round trip) ≥ 45 minutes for the purpose of TCM	$28.20
	Travel for TCM 60 min- T0001-60		$37.60

***Pre-authorization must be obtained from the Wisconsin TB Program for any services to be reimbursed, unless otherwise noted.**

**Whenever possible, use the fee-exempt testing done by the Wisconsin State Laboratory of Hygiene (WSLH). Testing done other than at the WSLH will be covered at the MA-allowable rate.

***Please see Attachment A for further guidance on use of TCM (T1017) Patient education/anticipatory guidance (S9445), and Travel for TCM (T-0001) codes

Use of Targeted Case Management (TCM) and Nurse Service Codes for the Wisconsin TB Dispensary Program

The bullets below represent general guidance. Exceptions can be made in unique situations using the preauthorization process.

General

- TCM services intrinsically include patient education, anticipatory guidance and symptom/treatment monitoring, as well as directly observed therapy (DOT) services. Therefore, the "Targeted Case Management (T1017)" service code should not be billed concurrently with the "Patient education/Anticipatory guidance (S9445)" code.
- **Video DOT:** Please use the "Targeted Case Management (T1017)" service code for video DOT (VDOT). VDOT should be billed for no longer than 15 minutes per appointment.
- Please bill no more than 30 minutes for TCM performed in your clinic or office (i.e., patients come to your office or clinic to receive TB/LTBI medications by TCM).
- For home visits, only 60 minutes of services (i.e., TCM, patient education/anticipatory guidance) may be billed per patient per day. The 60-minute cap does not include travel time, see below for travel code (T-0001) information.
- As in previous years, service codes for "Targeted Case Management" and "Patient education/Anticipatory guidance (S9445)" should not be billed together on the same day.
- Service codes T1017 and S9445 should not be billed for venipuncture services. Please use service code: 36415 (Blood collection, venous by venipuncture).

LHD Travel for TCM

- A new service code "Travel for TCM (T0001)" has been created for travel time ≥ 45 minutes (e.g., time in your car) associated with TCM and nurse services. This code is meant to be used in combination with the TCM, and Patient education/Anticipatory guidance codes. Reimbursed rates are shown below:

Service Code	Amount of travel time (round trip)	Reimbursement rate
DOT T0001-45	45	$28.20
DOT T0001-60	60	$37.60

  - Bill for time spent on TCM and Patient education/Anticipatory guidance separate from time spent for travel.
  - The travel service code (T0001) is intended for travel time (e.g., driving) of ≥45 minutes, round trip. Travel time of less than 45 minutes is not reimbursable.

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ATTACHMENT D
Wisconsin TB Dispensary Program
Tuberculosis (TB) Pharmacy Services Plan
FY2026

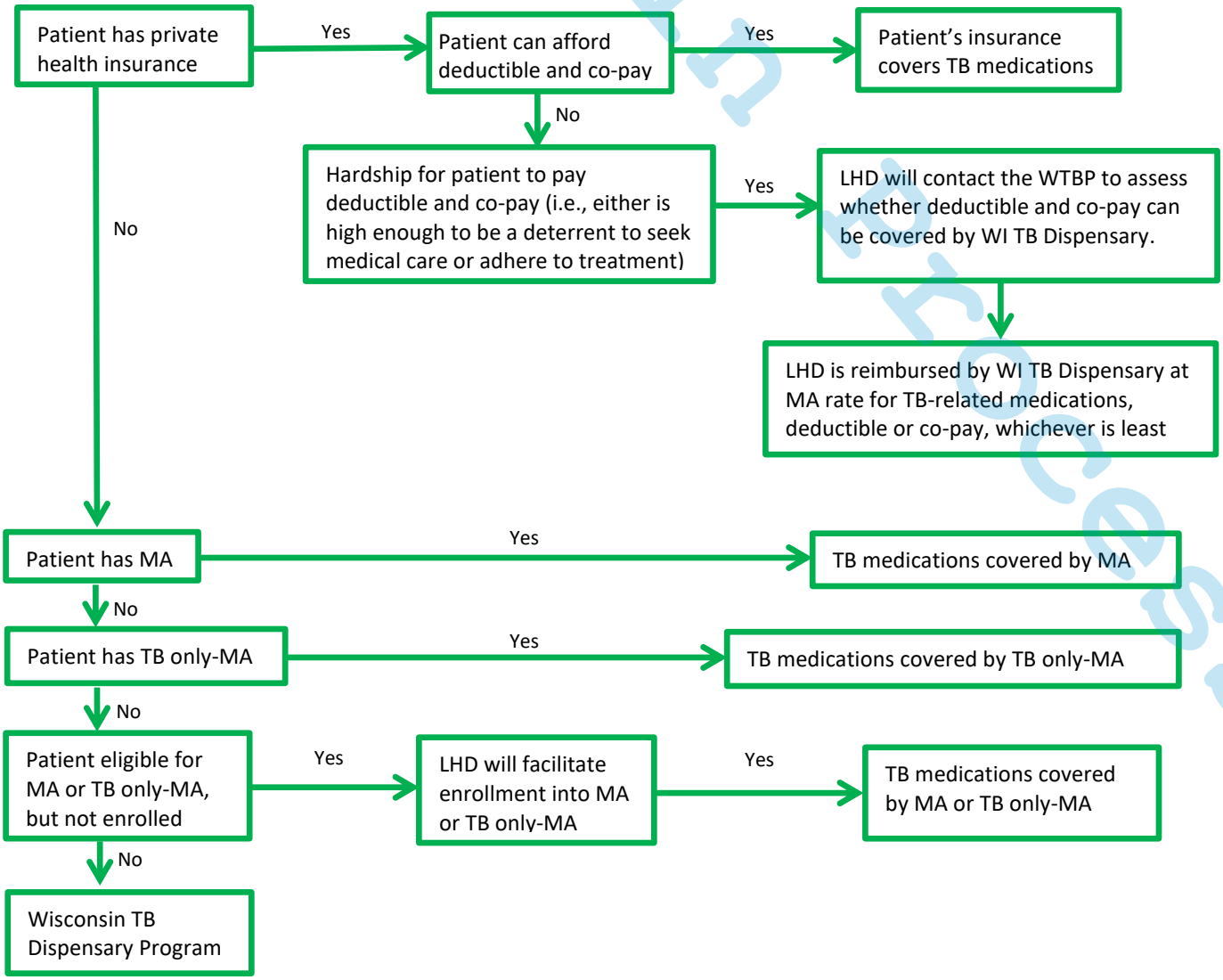
Purpose

If the LHD is not using the Wisconsin TB Dispensary default pharmacy, the LHD will pay for pharmacy services up front. The LHD must complete this Pharmacy Services Plan annually to be reimbursed for TB-related medications. To participate in the Wisconsin TB Dispensary Program, the local health department (LHD) must agree to provide a financial assessment for each patient. LHDs must make agreements with pharmacies for provision of medications for treatment of TB and latent tuberculosis infection (LTBI) described in Table 1.

Financial Assessment

All clients and patients referred or presenting themselves for TB services will be assessed for their ability to provide private insurance or Medicare/Medicaid coverage. Eligibility or presumptive eligibility for Medicaid and/or for Tuberculosis-related Medicaid (known as TB only-MA) should be pursued. Upon submission to the Wisconsin TB Program (WTBP), the medications billed to the health department will be reimbursed at the Medicaid (MA) rate.

Determining Wisconsin TB Dispensary Program Eligibility for Patients



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ATTACHMENT D
Wisconsin TB Dispensary Program

Covered Medications

The Wisconsin TB Dispensary covers the following antituberculosis medications:

- Isoniazid
- Rifampin (Rifadin, Rimactane)
- Rifapentine (Priftin®)
- Pyrazinamide
- Ethambutol (Myambutol)
- Rifater and Rifamate® (combination)

The following second line antituberculosis drugs for drug-resistant tuberculosis are also covered:

- Amikacin
- Capreomycin (Capastat®)
- Ciprofloxacin (Cipro®)
- Clofazimine (Lamprene)
- Cycloserine (Seromycin®)
- Ethionamide (trecator-sc)
- Gatifloxacin (Tequin®)
- Kanamycin (Kantrex®)
- Levofloxacin (Levaquin®)
- Linezolid (Zyvox®)
- Moxifloxacin (Avelox®)
- Ofloxacin (Floxin®)
- Paraminosalicylic Acid
- Rifabutin
- Streptomycin
- Bedaquiline (Sirturo®)
- Pretomanid

Custom compound prescription drugs, including pediatric formulations, are also covered.

Dispensing and shipping fees are also covered.

Under special circumstances, payment authorization is occasionally given for medications not listed above. Such authorization must be obtained in advance from the WTBP.

The following medications may also be covered **with prior authorization** from the WTBP:

- Anti-nausea prescription medications while taking TB medications.
- Vitamin B6 (pyridoxine) when INH is also prescribed, for pregnant women; breastfeeding infants; those with poor nutrition, diabetes, uremia, alcoholism, malnutrition, HIV, or seizure disorders; OR those with multidrug resistant (MDR) TB.
- A multivitamin that contains vitamin D 400 IU (10 mcg) for infants 0-12 months, 600 IU (15 mcg) for children and adults.
- Nutritional supplements such as Ensure®.

Ordering, Receiving and Billing for Medications

- Requests for medication may be placed using the Tuberculosis Disease Initial Request for Medication (F-44000), Tuberculosis Infection Initial Request for Medication (F-00905) or Medication Refill Request (F-44126) forms. These forms are available on the WTBP website. Upload the completed form to WEDSS or fax the form to WTBP.
- Instructions for ordering medications for active TB disease or LTBI can be found here:
    - Ordering Active Tuberculosis Medications through the Wisconsin TB Dispensary Program (P-02404A)

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  - Ordering Latent Tuberculosis Infection Medications through the Wisconsin TB Dispensary Program (P-02404)

- The pharmacy must fill with generic medications if available.
  - The exception is if the brand-name medication is less expensive than the generic.
  - If the least expensive medication option is not currently available, the pharmacy may fill a maximum 30-day supply using the more expensive option.
- The pharmacy must deliver medications to the LHDs or health care provider, not directly to the patient.
- The pharmacy must bill any prescription insurance first. The WI TB Dispensary Program will then cover any out-of-pocket costs, up to the Medicaid rate for that drug.
- The pharmacy must bill the LHDs for TB-related drugs at the Medicaid rate.

Information about Medications (for patients)
Drug information and instructions for patients will accompany any medications from Aurora Pharmacy. This information is available in English (default), Spanish and other languages. Please inquire at WTBP if your patient needs drug information in a language other than English.

Documentation
Records of all TB medications provided or arranged for will be kept according to health department record policies and procedures and on forms/in formats that are efficient and useful in the health department. The WTBP, as authorized by Wis. Admin. Code § DHS 145.12(4)(a) may audit the records of the health department. For reimbursement for TB-related medications, LHDs shall use the TB Ordering and Billing Interface (TOBI).

All patients covered by the WI TB Dispensary Program must have a TB-related incident number in WEDSS associated with one of the following services:
- Tuberculosis (resolution status = suspect or confirmed)
- AFB Smear
- Tuberculosis, Class A or B
- Tuberculosis, Latent Infection
- Contact Investigations

Forms for Documentation of Treatment
The final results of TB or LTBI treatment should be documented so the patient and future health care providers have a permanent record of this treatment. Both WEDSS and the following forms can be used for documentation:
- Active TB Disease Follow-up Report form (F-02474)
- Latent Tuberculosis Infection (LTBI) Follow-up Report (F-44125)

Instructions for Documenting LTBI in WEDSS
Instructions for documenting LTBI in WEDSS can be found here: P-02426: Documenting LTBI in WEDSS

Provision of Medications for the treatment of active TB or latent TB infection (LTBI)
The pharmacy will dispense TB-related medications to clinics or local health departments (LHDs) as authorized by the WTBP. Treatment regimens and administration of drugs will follow guidelines and CDC protocols with emphasis on public health protection and TB prevention and care.

Agreements with Pharmacies other than the default Wisconsin TB Dispensary Program Pharmacy
The LHD understands that they will pay for pharmacy services up front. The LHD must have established agreements with pharmacies to ensure that proper MA billing practices are in place. Written agreements or a memorandum of understanding (MOU) are encouraged and should include the following:

- Pharmacies understand and have agreed that they will bill the LHD and be reimbursed at the MA rate.
- Pharmacies and providers understand and agree that all medications that will ultimately be paid for by the WI TB

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Dispensary Program (see Attachment E) must be approved by WTBP.

- Medications provided without approval from WTBP will not be reimbursed.

Table 1.

Type of services	Provider	Verbal or written agreement
Provision, dispensing, and delivery of medications for the treatment of active TB disease		
Provision, dispensing, and delivery of medications for the treatment of latent TB infection (LTBI)		

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ATTACHMENT E
Wisconsin Tuberculosis Dispensary Program
NDC Numbers and reimbursement rates for TB medications for Fiscal year 2026

NDC Number	Description	Package Quantity	Maximum Reimbursement Rate*
16714004112	Allopurinol 100 mg tablet	1000	$50.00
54879000201	Ethambutol HCL 400 mg tablet	100	$49.00
00555006602	Isoniazid 100 mg tablet	100	$12.00
00555007101	Isoniazid 300 mg tablet	30	$12.30
00555007102	Isoniazid 300 mg tablet	100	$25.00
55111028050	Levofloxacin 500 mg tablet	50	$8.03
65862053820	Levofloxacin 750 mg tablet	20	$6.02
67877041920	Linezolid 600 mg tablet	20	$31.20
24979004113	Megestrol 625 MG/5 ML suspension	150	$162.23
00093220401	Metoclopramide 5 mg tablet	100	$4.33
00093220301	Metoclopramide 10 mg tablet	1000	$4.92
65862060330	Moxifloxacin HCL 400 mg tablet	30	$62.40
68850001201	Myambutol (Ethambutol) 400 mg tablet	100	$49.00
00013530117	Mycobutin 150 mg capsule	100	$1,945.44
60505006500	Omeprazole DR 20 mg capsule	30	$1.01
68462015713	Ondansetron ODT 4 mg tablet	30	$5.40
49938010704	PASER granules 4 gm packet	30	$220.00
00087040203	Poly-vi-sol drops	50	$14.21
00054474225	Prednisone 2.5 mg tablet	100	$8.00
00088210224	Priftin (rifapentine) 150 mg tablet	24	$114.72
70954048410	Pyrazinamide 500 mg tablet	60	$149.40
59762135001	Rifabutin 150 mg capsule	100	$991.00
00068051030	Rifadin (rifampin) 150 mg capsule (no Medicaid rate)	30	$111.44
00068050860	Rifadin (rifampin) 300 mg capsule (no Medicaid rate)	60	$300.00
00068059701	Rifadin IV 600 mg vial	1	$178.56
00068050960	Rifamate® (rifampin + isoniazid) capsule (no Medicaid rate)	60	$342.00
42806080130	Rifampin 150 mg capsule	30	$29.70
38180065806	Rifampin 150 mg capsule	30	$29.70
42806079960	Rifampin 300 mg capsule	60	$43.20
68180065906	Rifampin 300 mg capsule	30	$21.60
00088057641	Rifater® (rifampin + isoniazid + pyrazinamide) tablet (no Medicaid rate)	60	$256.00
00904053061	Tab-A-Vite tablet	100	$3.09
00008411701	Trecator 250 mg tablet	100	$560.51

*** This list is not comprehensive. Multiple manufacturers make each of these drugs. Only one example is listed for each dosage. Medication rates are subject to change; please verify on the Forward Health website prior to billing.**

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ATTACHMENT E

Wisconsin Tuberculosis Drug Reimbursement Program

The Wisconsin TB Dispensary Program's first line of anti-tuberculosis medications are as follows:

- Ethambutol (Myambutol)
- Isoniazid
- Pyrazinamide
- Rifampin (Rifadin, Rimactane)
- Rifapentine (Priftin®)
- Rifater and Rifamate® (combination)

The following are second-line anti-tuberculosis drugs:

- Amikacin
- Allopurinol
- Bedaquiline (Sirturo®)
- Ciprofloxacin (Cipro®)
- Clofazimine (Lamprene)
- Cycloserine (Seromycin®)
- Ethionamide (trecator-sc)
- Gatifloxacin (Tequin®)
- Kanamycin (Kantrex®)
- Levofloxacin (Levaquin®)
- Linezolid (Zyvox®)
- Moxifloxacin (Avelox®)
- Ofloxacin (Floxin®)
- Paraminosalicylic Acid
- Pretomanid
- Streptomycin

Also covered by the Wisconsin TB Dispensary Program:

- Custom compound prescription drugs, including pediatric formulations
- Dispensing and shipping fees

Medications Requiring Pre-Authorization

Under special circumstances, payment authorization may be given for medications not listed above. Such authorization must be obtained in advance from the Wisconsin TB Program. The following medications may be covered with prior authorization from the Wisconsin TB Program:

- Anti-nausea prescription medications (while taking active TB medications).
- Vitamin B6 (pyridoxine), when INH is also prescribed, for pregnant women; breastfeeding infants; those with poor nutrition, diabetes, uremia, alcoholism, malnutrition, HIV, or seizure disorders; OR those with multidrug resistant (MDR) TB.
- A multivitamin that contains vitamin D 400 IU (10 mcg) for infants 0-12 months or 600 IU (15 mcg) for children and adults; **only** upon recommendation from the TB Program
- Nutritional supplement such as Ensure®; **only** upon recommendation from the TB Program.

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ATTACHMENT F
Wisconsin Tuberculosis Dispensary Program
Policy and Procedures

Introduction

The primary purpose of the Wisconsin Tuberculosis (TB) Dispensary is to ensure that all persons in Wisconsin with suspected or confirmed tuberculosis infection or disease can receive appropriate evaluation, treatment, and monitoring, regardless of insurance availability.

Wisconsin's TB Dispensary uses state tax revenue funds to reimburse local and Tribal health departments (LTHDs) for medical management of patients with active TB, patients being evaluated for TB, patients with latent TB infection (LTBI), and patients exposed to TB. The word "dispensary," as it is used here, is a legislative term referring to the mechanism by which LTHDs are reimbursed for the management of TB patients. The traditional use of the word (i.e., the pharmaceutical dispensing of medicines or medical supplies) does not apply. Wisconsin's TB Dispensary includes reimbursement for clinical services and medications necessary for the diagnosis, treatment, and prevention of TB.

Wisconsin's TB Dispensary must be the LAST payer after all other potential sources have been billed. The payer order is:

- Private insurance
- Public insurance: Medicare, Medicaid (MA), Refugee MA, and Tuberculosis Related Medicaid (known as TB Only MA)
- Wisconsin TB Dispensary

Policy

LTHDs or combinations of two or more health departments that are "in good standing," as determined by their overall health department review process under Wis. Admin. Code § DHS 140, may request certification as a dispensary for TB clinical services and/or TB pharmacy services. This will enable the LTHD to submit bills and to be reimbursed for specific procedures and/or medications for eligible persons with TB disease, LTBI, or persons being evaluated for TB disease or LTBI.

The Wisconsin Tuberculosis Program (WTBP) will provide consultation, guidance, and review of LTHD TB programs, policies, procedures, and clinical practices to ensure that they are in compliance with Wisconsin statutes, administrative codes and established standards of practice, particularly those outlined in Wis. Stat. § 252.10: http://docs.legis.wi.gov/statutes/statutes/252/10/1.

To participate in the Wisconsin TB Dispensary, LTHDs must ensure that all services provided, or arranged for, are consistent with the Centers for Disease Control and Prevention (CDC) and WTBP guidelines and clinical standards of practice for TB control and elimination. LTHDs must ensure these services are provided in keeping with goals for the elimination of TB in Wisconsin. **If such guidelines or standards of practice are not followed, dispensary funds may be withheld, suspended, or revoked per Wis. Admin. Code § DHS 145.12 (1)**:
https://docs.legis.wisconsin.gov/code/admin_code/dhs/110/145/II/12.

One service for which the Wisconsin TB Dispensary was particularly developed is to ensure that directly observed therapy (DOT) is provided as appropriate for all persons with active TB disease or LTBI, as recommended by the WTBP and national guidelines. The availability of reimbursement to LTHDs for DOT is meant to ensure that this service will be provided as recommended.

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To participate in the Wisconsin TB Dispensary, the LTHD must create and submit clinical and/or pharmacy services plan(s), as well as sign the annual contract. The contract with WTBP enables the LTHD to bill the WTBP for covered TB-related clinical services and TB-related medications. TB clinical services and medications are specific and limited by Wis. Admin. Code § DHS 145.12 (1): https://docs.legis.wisconsin.gov/code/admin_code/dhs/110/145/II/12.

As determined by Wisconsin Administrative Code, services and medications are reimbursed at the MA rate; however, the Wisconsin TB Dispensary is not an MA program. Reimbursable services and medications are listed in *Attachments A, C, and E.*

Procedure

Initial Request

LTHDs are encouraged to participate in the Wisconsin TB Dispensary. LTHDs have the option of participating in the Wisconsin TB Dispensary by providing clinical services, pharmacy services, or both.

The following conditions must be met to participate:

- The LTHD must be "in good standing" in relation to the latest public health department review.
- The LTHD must have established agreements with providers (for clinical services) and/or pharmacies (for pharmacy services) to ensure that there are proper MA billing practices in place.
- It is the responsibility of the LTHD to evaluate patients' health insurance status to determine if they have private insurance or qualify for MA or TB Only MA , as well as to assist a qualifying TB patient in applying for MA services. Local economic assistance agencies are most knowledgeable about qualification for and enrollment in state and federal health care programs. **The WTBP is not able to check eligibility or enroll patients.**
- The LTHD **must** use the Wisconsin Electronic Disease Surveillance System (WEDSS) for patient record management.
- For reimbursement to LTHDs for TB-related medical services and/or medications, LTHDs shall use the TB Ordering and Billing Interface (TOBI).

Information

The WTBP will provide information to LTHDs interested in participating in the Wisconsin TB Dispensary. Information provided shall include:

- Wis. Admin. Code §§ DHS 145.12 and 145.13: https://docs.legis.wisconsin.gov/code/admin_code/dhs/110/145/II/
- Allowable clinical services and medications
- Clinical and/or pharmacy services plans
- Department of Health Services (DHS) general contract
- Billing instructions for reimbursement

Consultation and Review

LTHDs that participate in the Wisconsin TB Dispensary will coordinate services with local providers, educate the community on the prevention of tuberculosis, and consult with the WTBP on all persons being evaluated for TB, patients with active TB disease, and, as warranted, on people with LTBI or who are contacts to an active case.

WTBP review will ensure that the health department has up-to-date resources readily available for staff's access, and that policy, procedures, and clinical practices are consistent with:

- State and federal regulatory requirements
- CDC standards and protocols for treatment
- Official statements from the American Thoracic Society and the American Academy of Pediatrics
- Directives from the State of Wisconsin epidemiologist
- WTBP Guidelines, Division of Public Health Directives, and current established clinical standards of practice, especially those identified by DHS 145.12 https://docs.legis.wisconsin.gov/code/admin_code/dhs/110/145/II/12

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Required for Participation in the Wisconsin TB Dispensary

To participate in the Wisconsin TB Dispensary, Wis. Admin. Code § DHS 145.12 requires that the LTHD be able to provide or ensure provision of clinical services (see Attachment B) and pharmacy services (see Attachment D). All provisions will be reviewed and the delivery of TB services will be monitored by WTBP staff.

Clinical Services Plan (CSP)

A CSP ensures the provision for tuberculosis prevention and control at the local level. The LTHD should focus on identification of active TB disease in high-risk groups and early identification and treatment of LTBI, particularly close and high-risk contacts, children, and any person who is immunosuppressed. The plan consists of five elements:

1. Financial assessment (see CSP template, *Attachment B* for eligibility determination guidance)
   - Private insurance
   - Medicaid or Medicare
   - TB Only MA
2. Identification of high-risk persons
   - Population or medical risk factors
   - Risk specific to Wisconsin
   - Risk specific to the LTHD jurisdiction
3. Documentation of patient management in WEDSS
   - Services provided by LTHD
   - Services provided by health care provider
4. Clinical Assessments and Services
   - IGRA (preferred) or TST
   - Risk assessment and medical evaluation
   - Prescription of drugs for treatment of TB and LTBI
   - Chest imaging: chest X-ray (CXR) or computed tomography (CT)
   - Sputum collection or induction for acid-fast bacilli smear and culture
   - Venipuncture for IGRA or other laboratory testing
   - Health care setting with airborne infection isolation and respiratory precautions
   - Directly observed therapy
   - Contact investigations
5. Provider Agreements
   - Written (preferred) or verbal agreement(s) with local provider(s)
   - Types of services that the provider will offer
   - Provider acceptance of MA rate for reimbursement

A CSP should be submitted annually with the contract. A CSP does not need to change from year to year, but anything done differently from the previous year should be highlighted in the updated plan. Because the contract consists largely of general contract language, the CSP must specifically identify the providers with whom the LTHD has agreements for the patient services to be provided. A template of the CSP can be found in *Attachment B* and may be customized for an individual LTHD.

Pharmacy Services Plan (PSP)

A PSP ensures treatment of active TB disease and LTBI. The plan consists of four elements:

1. Provision of medications for the treatment of active TB disease or LTBI (see PSP template, *Attachment D*).
2. Financial assessment (see PSP template, *Attachment D*) for eligibility determination guidance
   - Private insurance
   - Medicaid or Medicare
   - TB Only MA
3. Documentation of patient management in WEDSS
   - Date therapy started
   - Initial drug regimen

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- Changes in drug regimen
- Date therapy stopped
- Reason therapy stopped
- DOT

4. Provider Agreements
   - Written agreement(s) with pharmacy
   - Types of services that the pharmacy will offer
   - Pharmacy acceptance of MA rate for reimbursement

A PSP should be submitted annually with the contract. A PSP does not need to change from year to year, but anything done differently from the previous year should be highlighted in the updated plan. Because the contract consists largely of general contract language, the PSP must specifically identify the pharmacies with whom the LTHD has agreements for the patient services to be provided. A template of the PSP can be found in *Attachment D* and may be customized for individual LTHDs.

Budget
WTBP will provide a sum sufficient to cover expenses for identification, treatment and management of active TB disease and LTBI. Each fiscal year begins on July 1 and ends on June 30. All reimbursements from the Wisconsin TB Dispensary are based on the availability of state tax revenue funds.

Contract
State contracts are sent electronically through the DocuSign platform. Upon receipt and review of the contract by the appropriate LTHD authorities, the contract should be signed electronically and returned via DocuSign. Attachment B must be completed and returned within DocuSign, completion of Attachment D is optional. The contract will be signed by the State of Wisconsin Division of Public Health Administrator. An electronic copy of the signed contract will be sent to the LTHD and the WI TB Program. The contract is effective from July 1 through June 30 for the given fiscal year and governs the provision and reimbursement of dispensary services. The TB Dispensary will send a renewal contract to the LTHD each spring through DocuSign.

Questions about the contract or CSP should be directed to:

Wisconsin TB Program
1 West Wilson Street, Room 255
Madison, Wisconsin 53703
608-261-6319 (Main Office)
608-266-9692 (Billing)
608-266-0049 (Fax)
DHSWITBProgram@dhs.wisconsin.gov (Email)

Certification Review
Certifications will be reviewed at least every five years and will be achieved through evidence from continuing Wis. Admin. Code § DHS 140 reviews and continued monitoring of care delivered to all TB patients. Communication between the health department and the WTBP will be ongoing regarding clinical care.

Reimbursement
All patients covered by the Wisconsin TB Dispensary must have a TB-related disease incident number in WEDSS. Invoices must be submitted within 60 days of the end of the state fiscal year (June 30) to assure reimbursement. Reimbursement is at the MA rate. A grid outlining the frequency of services allowed by type of

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patient can be found in *Attachment A.* A list of CPT codes and reimbursement rates for services and medications can be found in *Attachments C and E,* please note that these rates are subject to change at any time. Certain non-routine services may be reimbursable at the MA rate, but, **must be preauthorized** by the Wisconsin TB Program and documented in the patient's WEDSS file.

Invoicing Using the TB Ordering and Billing Interface (TOBI)

The following are needed to enter invoicing information into TOBI:

- Patient name
- Patient WEDSS Incident ID

For medical services:

- Date of service
- Service code and description
- Amount billed

For medications:

- Date prescription filled
- National Drug Code (NDC) and description
- Quantity and prescription Number
- Amount billed

Services and medications not listed on *Attachment C or E* are considered non-routine and must be preauthorized. A fillable form to request preauthorization for clinical services is provided electronically in TOBI. All Initial Requests for Medication are reviewed and authorized by a TB Nurse Consultant prior to submittal to the pharmacy. Unauthorized medication will not be reimbursed.

For questions regarding the billing process, contact:

Wisconsin TB Program
1 West Wilson Street, Room 255
Madison, Wisconsin 53703
608-261-6319 (Main Office)
608-266-9692 (Billing)
608-266-0049 (Fax)
DHSWITBProgram@dhs.wisconsin.gov (Email)

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ATTACHMENT G

Wisconsin TB Dispensary Program

Payment Details
FY2026

Invoicing

Invoices presented for payment must be submitted in accordance with instructions contained in Attachments A - F and submitted through the Tuberculosis Ordering and Billing Interface (TOBI).

Sum Sufficient

DHS will pay for services provided by Grantee in accordance with the terms and conditions of this Agreement and Attachments in a sum sufficient to cover approved expenses based on case load and available funding. The amount of funding available is anticipated to be similar to the amount awarded in FY2025. This amount is contingent upon receipt of sufficient funds by DHS.

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CERTIFICATION REGARDING LOBBYING

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal Contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal Contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal Contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including Subcontracts, subgrants, and Contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

_____	_____
(Signature of Official Authorized to Sign Application)	(Date)
Chrystal Woller	Health Officer/Health Department Director
(Print Name)	(Title)
_____	Tuberculosis (TB) Dispensary Program
(Agency / Contractor Name)	(Title of Program)

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DEPARTMENT OF HEALTH SERVICES
Division of Enterprise Services
F-01788 (03/2022)

STATE OF WISCONSIN

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

Federal Executive Order (E.O.) 12549 “Debarment“ requires that all contractors receiving individual awards, using Federal funds, and all subrecipients certify that the organization and its principals are not debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency from doing business with the Federal Government. By signing this document you certify that your organization and its principals are not debarred. Failure to comply or attempts to edit this language may disqualify your bid. Information on debarment is available at the following websites: www.sam.gov.

Your signature certifies that neither you nor your principal is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction by any Federal department or agency.

SIGNATURE – Official Authorized to Sign Application	Date Signed
For *(Name of Vendor)*	Unique Entity Identifier (UEI), *if applicable*

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Certificate Of Completion

Envelope Id: FCD16AC6-7941-489B-8900-9CF66E3A8C86
Status: Sent
Subject: DHS - City of De Pere - TB Dispensary Program - 435100-G26-TBDISPENSE-16
Source Envelope:
Document Pages: 40
Signatures: 1
Certificate Pages: 6
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
Alicia Garcia
1 West Wilson St.
Madison, WI 53703
alicia.garcia@dhs.wisconsin.gov
IP Address: 165.225.60.76

Record Tracking

Status: Original
7/14/2025 4:36:43 PM
Holder: Alicia Garcia
alicia.garcia@dhs.wisconsin.gov
Location: DocuSign

Security Appliance Status: Connected
Pool: StateLocal

Storage Appliance Status: Connected
Pool: DHS
Location: Docusign

Signer Events	Signature	Timestamp
Amanda Ross amandal.ross@dhs.wisconsin.gov Paralegal Department of Health Services Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	Signed by: Amanda Ross E5797DAC2816495... Signature Adoption: Pre-selected Style Using IP Address: 165.225.59.55	Sent: 7/14/2025 4:36:53 PM Viewed: 7/15/2025 4:20:45 PM Signed: 7/17/2025 1:25:14 PM
Chrystal Woller cwoller@deperewi.gov Health Officer/Health Department Director Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 7/22/2025 9:15:25 AM ID: 4bde2e61-7b25-4ead-8971-754fe494fc37		Sent: 7/17/2025 1:25:18 PM Viewed: 7/22/2025 9:15:25 AM
Anna Benton anna.benton@dhs.wisconsin.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
435100-G26-TBDISPENSE-16 Test@dhs.wi.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 7/14/2025 4:36:51 PM
De Pere, City of Test@dhs.wi.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 7/14/2025 4:36:51 PM
DHS DPH Contract Routing dhsdphcontractrouting@dhs.wisconsin.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 7/14/2025 4:36:52 PM
DPH Contracts DHSDPHContracts@dhs.wisconsin.gov DPH Contracts Shared Account Wisconsin Department of Health Services Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign	COPIED	Sent: 7/14/2025 4:36:52 PM
Patricia Heger Patricia.Heger@dhs.wisconsin.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Accepted: 4/5/2023 2:53:27 PM ID: 43fbd7de-b2ed-4b35-a320-54190dd784b7	COPIED	Sent: 7/14/2025 4:36:53 PM
- Test@dhs.wi.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Sara Lornson slornson@deperewi.gov Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
Kelly Burke kburke@mail.de-pere.org Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		
- Test@dhs.wi.gov Security Level: Email, Account Authentication (None)		

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Carbon Copy Events	Status	Timestamp

Electronic Record and Signature Disclosure:
Not Offered via Docusign

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Test@dhs.wi.gov

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Not Offered via Docusign

BPC Purchasing

DHSBPCPurchasing@dhs.wisconsin.gov

Security Level: Email, Account Authentication (None)

Electronic Record and Signature Disclosure:
Accepted: 5/26/2022 1:45:49 PM
ID: 3ea1cfb0-c623-46e8-85cb-30312dfde467

Manivanh Patheuangsinh

manivanh.patheuangsinh1@dhs.wisconsin.gov

Security Level: Email, Account Authentication (None)

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Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	7/14/2025 4:36:51 PM
Envelope Updated	Security Checked	7/14/2025 4:58:16 PM
Envelope Updated	Security Checked	7/16/2025 8:47:04 AM

Payment Events	Status	Timestamps

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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Wisconsin Department of Health Services (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Wisconsin Department of Health Services:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: DHSContractCentral@dhs.wisconsin.gov

To advise Wisconsin Department of Health Services of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at DHSContractCentral@dhs.wisconsin.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Wisconsin Department of Health Services

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to DHSContractCentral@dhs.wisconsin.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Wisconsin Department of Health Services

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

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i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to DHSContractCentral@dhs.wisconsin.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Wisconsin Department of Health Services as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Wisconsin Department of Health Services during the course of your relationship with Wisconsin Department of Health Services.

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City of De Pere, Wisconsin **1.16**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	City Clerk
FROM:	Carey Danen, City Clerk
SUBJECT:	Resolution #25-91 Authorizing Extension of Agreement for Statutory Assessor, Maintenance and Annual full Market Revaluation Services for 2026 with Accurate Appraisal LLC.
RECOMMENDED ACTION:	Approve

The Finance/Personnel Committee voted unanimously at its August 12, 2025 meeting to recommend approval of a one-year contract extension with Accurate Appraisal in the amount of $76,800.

ATTACHMENTS:
Reso25-91, Extension of Contractor Agreement-Accurate Appraisal LLC8-14-25-102-001-04, De Pere Assessor RFP 2025_final, Accurate Proposal_one year option, Memo to Finance_8-12-25, Accurate Appraisal Proposal, Forward Appraisal Proposal, Forward Proposal - one year option

RESOLUTION #25-91

AUTHORIZING EXTENSION OF AGREEMENT FOR STATUTORY ASSESSOR, MAINTENANCE AND ANNUAL FULL MARKET REVALUATION SERVICES WITH ACCURATE APPRAISAL LLC
(October 1, 2025–September 30, 2026)

WHEREAS, the City and Accurate Appraisal LLC are parties to an Agreement for statutory assessor, maintenance and full market revaluation services dated September 8, 2021; and

WHEREAS, the parties wish to extend said Agreement for a one-year term, with an interim market update, pursuant to the attached Extension of Agreement for Statutory Assessor, Maintenance and Annual Full Market Revaluation Services; and

WHEREAS, this matter has been reviewed by the Finance/Personnel Committee which recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> The City Manager and City Clerk are authorized and directed to execute the Extension of Agreement for Statutory Assessor, Maintenance and Annual Full Market Revaluation Services, as is attached hereto, subject to such changes as deemed necessary by the City Attorney.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/12/2025

EXTENSION OF AGREEMENT FOR STATUTORY ASSESSOR, MAINTENANCE AND ANNUAL FULL MARKET REVALUATION SERVICES

(October 1, 2025-September 30, 2026)

THIS EXTENSION is entered into this _____ day of _____, 2025, by and between the City of De Pere, a Wisconsin municipal corporation ("City") and Accurate Appraisal LLC, a Wisconsin limited liability company ("Consultant"), collectively referred to as the "Parties."

WHEREAS, the City and Consultant are parties to an Agreement dated September 8, 2021, for the provision of statutory assessor and annual maintenance and full market revaluation services ("the Agreement"); and

WHEREAS, the Parties wish to extend the Agreement to continue Consultant's provision of these services for a subsequent yearly term as provided herein by mutual consent.

NOW THEREFORE, the Parties hereby agree to renew and extend the Agreement between them as follows:

1. The term of the Agreement is hereby extended to include a full value maintenance program to maintain 100% market value on all taxable property for the assessment year 2026.

2. Exhibit A to the Agreement shall be deleted in its entirety and replaced with Exhibit A attached hereto (City's Request for Proposals issued April 15, 2025).

3. Exhibit B to the Agreement shall be deleted in its entirety and replaced with Exhibit B attached hereto (Consultant's Proposal dated June 30, 2025).

4. Unless specifically modified in this Extension, all other provisions of the Agreement shall remain in full force and effect.

Dated this ____ day of _____, 2025.

[Signatures to follow on Page 2]

ACCURATE APPRAISAL LLC
By:

Scott McFarlane, Member

CITY OF DE PERE
By:

Kimberly T. Flom, City Manager

Carey E. Danen, City Clerk

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REQUEST FOR PROPOSALS:
Assessment Services
for the City of De Pere

City of De Pere, Wisconsin

Clerk's Office

Issued: April 15, 2025
Proposal Questions: May 2, 2025 by 5:00 p.m.
Proposals Due: May 30, 2025 by 5:00 p.m.

A. INTRODUCTION AND SUMMARY

The City of De Pere, Wisconsin (hereafter referred to as "City") invites proposals from qualified assessment firms ("Consultant") to provide annual assessment services.

The City is investigating three options for the provision of services in a competent, timely, efficient, cost effective, and customer service-oriented manner. For Option 1, the City is seeking a firm to serve as its statutory assessor and to provide annual interim market updates over a three-year term. For Option 2, the City is seeking a firm to provide a blend of interim market updates and maintenance in alternating years over a four-year term. Option 3 invites proposers to recommend alternatives not encompassed by the first two. This Request for Proposal seeks professional services, and statutory bidding laws do not apply.

Submissions must be received by the Clerk's Office no later than 5:00 p.m. on May 30, 2025.

B. COMMUNITY OVERVIEW

The approximately 25,500 people who call the City of De Pere, Wisconsin home know that the community provides a high quality of life in the Greater Green Bay metropolitan area. The excellent schools, a dynamic downtown, successful business parks, and safe neighborhoods served by ample parks and natural areas have resulted in considerable loyalty and community pride among residents. The residences, businesses, and commercial areas are connected with a transportation and green space network that accommodates cars, bikes, and pedestrians. The beautiful Fox River is the focal point of the City Center, and the Claude Allouez Bridge unites the two sides of our dynamic Downtown. Whether on the east or west side, historic buildings thoughtfully blend with new redevelopment to provide a mix of housing, employment, shopping, dining, and entertainment.

A city-wide reassessment was last completed in 2016. Since 2018, the City has conducted annual full-value maintenance services. The City's assessment ratio for 2024 was 98.35% for residential and 101.15% for commercial.

The City's Equalized Value (including manufacturing and TIDs) was $3,584,193,000. The City has 11 active Tax Incremental Financing Districts accounting for $344,990,500 in increment or 9.63% of the equalized value. The 2024 Statement of Assessment indicates that the City has 95 tax-exempt properties and has the following parcel counts from the 2024 Final Statement of Assessment (next page):

Property Class	Total Parcels	Improved Parcels
Residential	7,790	7,382
Commercial	545	434
Manufacturing	60	60
Agricultural	47	0
Undeveloped	13	0
Agricultural Forest	14	0
Forest Lands	4	0
Other	4	4
Total	8,477	7,880

C. OBJECTIVES

The following statement of goals outlines the City's overall desires for the results of its tax assessment program:

1. Provide tax assessment services that are **technically sound** – free from errors and defensible from an equity standpoint.

2. Utilize consultant services in a way that meets the needs for both ongoing maintenance, market adjustment, and revaluation in a **cost-effective** manner. This may mean that large revaluation projects are avoided completely by more aggressively maintaining equity on an ongoing basis.

3. Provide a level of **customer service** that is consistent with the expectations for other City services. Consultants will endeavor to work seamlessly with City staff to achieve this.

D. SCOPE OF WORK

The City desires to form a strategic partnership with the selected Consultant in a way that best utilizes City resources and creates a seamless delivery of service from the customer perspective. The Consultant shall be the statutory assessor for the City and complete in a professional manner all the work required under this proposal in accordance with Wisconsin State Statutes. The Consultant shall complete revaluation, statutory assessor, and full-value maintenance services for all taxable real property within the City for the term of the agreement. It is anticipated that the selected Consultant will begin work under contract in the fall of 2025.

1. **Option 1 – Annual Interim Market Updates:**
   Consultant will conduct a full value maintenance program annually, to maintain 100% market

value on all taxable property for the assessment years of 2026, 2027, and 2028.

2. **Option 2 – Interim Market Update/Maintenance Blend:**
   Consultant will conduct an interim market update followed by a maintenance program in alternating years, to maintain all taxable property within 10% of full value for the assessment years of 2026, 2027, 2028, and 2029.

3. **Option 3 – Other Alternatives:**
   Proposals may also include other alternatives as recommended by the Consultant, as long as each alternative also includes a cost estimate. Consultants may consider various methods and timing for accomplishing equitable valuations throughout the City, from city-wide revaluation as a single project, to aggressive yearly maintenance, to neighborhood-level market updates, and everything in between. At this time, the preference is for more aggressive yearly maintenance.

4. **Required Services for any options:**
   a) Consultant shall perform all the work required to properly and professionally assess the real property of the City in accordance with applicable Wisconsin State Statutes and in full compliance with all rules and regulations officially adopted and promulgated by the Wisconsin Department of Revenue.

   b) Consultant shall designate a qualified and responsible employee to supervise the operation of the Consultant's staff for the entire contract period. The individual shall be certified (at a minimum) Assessor Level II or Assessor Level III. The individual designated as such shall be available to the City for the entire contract. Should the supervisor be reassigned, that person shall be replaced by an equally qualified individual, subject to review and approval by the City.

   c) Consultant shall report to and be accountable to the City Clerk or his/her designee. Consultant shall meet with the Clerk on a regular basis to discuss the progress of the work and to review the data and the completed reports. The City reserves the right to inspect the data, and the progress of the work performed at any time without limitation.

   d) Consultant shall be available to attend, upon the request of the City Clerk, other department head, or Mayor, City Council and committee meetings upon reasonable prior notice on an as-needed basis.

   e) Consultant shall provide an e-mail address and a local (or toll free) phone number for City officials and customers to contact the Consultant during regular business hours, Monday through Friday, and shall return e-mails and calls within two business days/48 hours.

   f) Consultant shall provide an educational outreach program for the City related to the activity and responsibility of Consultant's assessment services.

g) Consultant shall field review and assess all properties that were under partial construction as of January 1st of the previous year.

h) Consultant shall field review and assess new construction as of January 1st of the current year.

i) Consultant shall perform interior inspections on all newly constructed homes, partially constructed homes from the previous year, and any interior remodeling including kitchen, bath, basement remodeling, and additions if allowable.

j) Consultant shall field visit and measure all properties with building permits for exterior remodeling and for detached buildings and decks, and other miscellaneous permits.

k) Consultant shall field review as deemed necessary sale properties and properties for which no building permit has been issued.

l) Consultant shall account for all buildings destroyed or demolished.

m) Consultant shall provide projected assessed values for potential development projects upon the request of the Development Services Director.

n) Consultant shall coordinate with City staff for an annual meeting to discuss the previous year's development projects and building permit data.

o) Consultant shall determine the fair market value of mobile home units in the municipality subject to the monthly municipal permit fee, in accordance with State Statute 66.0435.

p) Consultant shall implement use value assessments of agricultural lands per specifications set forth by the Wisconsin Department of Revenue.

q) Consultant shall create, print, and mail State-approved Notices of Changed Assessment to property owners and others as required by State Statutes.

r) Consultant shall conduct Open Book sessions in accordance with Wisconsin State Statutes. Consultant shall prepare a written statement regarding Open Book dates, times, and instructions on how to set up an appointment for an Open Book session, at least thirty (30) days prior to the first Open Book session.

s) Consultant shall be responsible for preparing for the annual Board of Review hearing proceedings as required by State Statutes prior to the deadline each year. Consultant shall work with the City Clerk to arrange for the hearings. Consultant will provide digital photographs and data for comparable properties in advance of the Board of Review meeting so that the Board and the petitioner have evidence of comparability.

t) Consultant will attend the Board of Review hearing(s), serve as City staff at the hearing(s) and defend the valuations and work products. Consultant will promptly and adequately follow up and respond to any appeals made at the Board of Review hearing, incorporating assessment modifications as approved. The consultant will be available for any Circuit Court proceedings that may result from appeals or other assessment-related matters.

u) Consultant shall be responsible for providing all assessment data to Brown County's Real Property Listing office to facilitate the digital and manual transfer of data and values and for ensuring that the County's assessment roll is balanced to the records submitted by the Consultant. Consultant will provide printed copy of assessment roll to the City.

v) Consultant shall be responsible for providing the Wisconsin Department of Revenue (WI DOR) with both preliminary and final reports of assessed valuations after the Board of Review meeting. Consultant will also be responsible for providing WI DOR with assessments for all TIF districts by the prescribed deadlines.

w) Consultant shall place detailed property assessment records with images and full parcel information on the internet with free access to the public and the City. This may be accomplished through the City's existing online resources or through the Consultant's software package. Property record cards will be updated on at least an annual or bi-annual basis. Consultant shall provide the City with unlocked, freely accessible databases upon request. Consultant will provide an annual export of one PDF property card per parcel ID, or a suitable alternative.

x) Consultant is not permitted to assign, subcontract, or transfer the work of providing assessment services without the prior written approval of the City Council.

y) Assessment Software:
The City currently consults with an outside contractor for Assessor Services, and as such the City requires the Consultant software platform be able to complete the following items:

i. Comparative sales reports that can be used to support individual assessments with adjustments shown to be derived from the regression analysis.

ii. Flexible cost and depreciation tables that can be adjusted to capture specific markets. For commercial properties, a system-generated income approach to value.

iii. The ability to electronically export the completed assessment roll to the Brown County Real Property Listing office in the format required, eliminating any manual data entry of the completed roll.

iv. The ability to import "start-up data" from any existing databases to avoid time/cost-consuming initial data entry.

v. The ability to accept and import the City's existing building permit records utilizing either a CSV or MS Excel file.

vi. Maintains a separate sales listing file to record and store data on sale properties as of the date of sale.

vii. Maintains an ownership history.

viii. The ability to create a wide range of reports, including Assessment Roll, Assessor's Final Report; and neighborhood attributes and values.

ix. The ability to run queries to locate specific data.

x. Has an electronic sketch for each property.

xi. Uses standard database format that can be read or easily converted to be read by other software packages and managed by Microsoft Sequel (SQL) Server.

xii. The data should be capable of being uploaded to the City's GIS system.

5. City Obligations:

a) With guidance and support from the Consultant, the City shall publish required notices with the local media. This applies to Open Book and any other required notices.

b) The City shall furnish adequate space at De Pere City Hall at no cost to the selected Consultant.

c) The City shall allow access by the Consultant to City records including, but not limited to, prior assessment rolls, sewer and water layouts, building permits, tax records, building plans, records of special assessments, plats or any other maps and property files at no cost.

d) The City shall aid the Consultant with a reasonable promotion of public information concerning the work under this agreement.

E. SUBMITTAL QUESTIONS

All questions shall be submitted in written form to the portal link provided below by 5:00 p.m. on Friday, May 2, 2025. Answers will be provided via the City website as an addendum to the RFP as they become available. The City anticipates releasing responses by 5:00 p.m., Friday, May 9, 2025. Multiple addenda may be released.

Question Portal: https://deperewi.seamlessdocs.com/f/RFPQuestions

F. SUBMISSION REQUIREMENTS

The City wishes to evaluate each proposal under the same uniform review standards. Proposals for this project should be organized in the following order and contain all the following information: Respondent shall submit one (1) electronic copy in PDF format through the City's online portal. To be considered, proposals must be received no later than 5:00 p.m., May 30, 2025, at the portal link below:

RFP Site: Assessor RFP
Submission Portal: https://deperewi.seamlessdocs.com/f/RFPSubmittal

The following format and sequence should be followed to provide consistency in the firm's responses and ensure that each proposal receives full consideration. Use 8 ½ x 11 sheet pages with a minimum font size of 10 points and separate sections as defined below. Do not place more than one section on one page so that those evaluating your submittal can easily compare each section with others submitted. Undesignated information shall be inserted at the rear of each package. Proposal documents containing links to other web pages shall be clearly marked. If any of the information provided by the Proposer is found to be substantially unreliable, their proposal may be rejected in the sole opinion of the Evaluation Committee.

Proposals should include all the following categories. The categories below coincide with the evaluation criteria listed in Section G:

1. **Cover Letter (2 pages):**
   Include a cover letter outlining why the City should select your firm/team. The letter shall identify the firm name and address. Provide the name(s) of the person(s) authorized to make representation for your firm, their title, address, email address, and telephone number(s). If different, also provide the name, title, address, email address, and telephone number of the qualified and responsible individual that will be designated as the key contact person and that will supervise the operation of the Consultant's staff for the entire contract period.

2. **Qualifications and Capabilities (up to 10 pages):**
   a. Demonstration of successful experience in providing general assessment services and software to Wisconsin municipalities of similar size. Include a summary of the firm's experience providing assessment services for Wisconsin municipalities with a population greater than 20,000. Include name of municipality, population, equalized value, total parcel count, and type of assessment services provided. The summary should also include evidence of the accuracy of the firm's work.

   b. The qualifications of key personnel and past experience with providing assessment and revaluation services for both residential and commercial properties. Include the names, educational background, Wisconsin Department of Revenue certification level, and municipal assessment experience of the person or persons to be assigned to perform the scope of work. Include the key contact person's experience with conducting a revaluation process and experience with assessment evaluation of potential tax-exempt properties.

c. Provide a staff organization chart. Identify key individuals involved in this project, their affiliation, and office location. For each staff member identified in the organization chart, provide DOR certification level.

d. Please indicate which individuals will attend the proposed interview if an interview is requested.

3. **Understanding and Approach (up to 10 pages):**
   a. Demonstrate understanding of the project opportunities and challenges facing the City of De Pere assessment process.

   b. Provide your firm/team's approach to achieving the project's scope of work, as presented in Section D above.

   c. Provide any value-added services your firm/team can provide above that are not identified within the request.

4. **Project Timeline (up to 3 pages):**
   a. Overview of the professional team's resources available to complete the services requested in the scope of services.

   b. Recommended annual schedules for all the elements listed in Section D of this RFP.

5. **Budget (up to 2 pages):**
   State the total annual compensation rate to provide the services described in the above Specific Services Required section and in accordance with the laws of the State of Wisconsin for assessment years 2026-2028 (and 2029 if applicable) beginning not later than October 1, 2025. Clearly list the fee for each year of the proposed contract with a not-to-exceed sum including all the Consultant's costs, but not necessarily limited to: labor, materials, supplies, equipment, transportation, meals, lodging, computer software, and Board of Review expenses. All expense reimbursements will be the responsibility of the firm. The City will pay Quarterly as invoiced on the basis of the percentage of work completed; however, the City is open to other payment structures suggested by the Consultant.

6. **References (up to three pages):**
   Identify and provide contact information for three references from Wisconsin municipal clients for which the Consultant has provided assessment and/or revaluation services within the past two (2) years; at least one reference shall be from a client listed in the Firm Qualification section listed above. References should be of a size similar to the City of De Pere. References must include the name, title, email address, and business phone number of the contact person.

7. **Insurance and Legal Responsibilities (up to three pages):**
   List the names and addresses of the insurance companies that have written commercial liability insurance policies for your organization and the projects listed in the experience section of this RFP during the past three (3) years. Joint ventures should list the insurers for the company or

person expected to be the major owner of the joint venture. Has any insurance company paid on behalf of the persons or organizations covered? If so, indicate names and addresses of insurance companies, particulars of payment, and date(s). Is your firm now, or has it been, within the past five (5) years, involved in any legal action related to any projects? If yes, please explain in detail and identify any judgments entered in such action. Also, provide all details of any declaration of default, non-conformance notices, or termination for cause against your firm with respect to such services. In addition, state whether during the past five (5) years your firm or sub-consulting firms have been suspended from either bidding or entering into any government contract.

8. **Conflict of Interest:**
   Disclose any potential conflict of interest including, but not limited to, familial relationships between members of the consulting team and elected officials and/or employees of the City of De Pere.

G. SELECTION PROCESS, SCHEDULE, AND CRITERIA

All proposals will be evaluated based on the technical and professional expertise and experience of the submitting firm(s), the proposed method and the procedures for completion of the work, and the proposal's cost. The firm's apparent ability to be independent and objective in performing the requested work will also be considered.

1. **Solicitation Schedule:**
   This solicitation's critical dates and times are listed below. The City may need to change any of these dates or times. All dates are subject to change.

Action	Estimated Completion Date
RFP Release	April 14, 2025
RFP Questions Due	May 2, 2025
RFP Question Response	May 9, 2025
RFP Response Due Date	May 30, 2025
Evaluation Committee Meeting	week of June 9, 2025
Interview/Presentation (if needed)	week of June 24, 2025
Finance and Personnel Committee	July 8, 2025
Council Approval	August 5 or 19, 2025
Service Start Date	October 1, 2025 (no later than)

2. **Proposal Opening:**
   The RFP opening is public on the date and at the time specified on the proposal form. The proposer is responsible for ensuring the proposal is delivered at the proper time and place.

3. **Evaluation Committee:**
   The City Manager may appoint an internal evaluation committee to review and evaluate the proposals using the following criteria. At its sole discretion, the City may contact the references and/or visit one or more of the projects listed in response to this solicitation as part of the

evaluation process. A shortlist of proposers may be interviewed for final ranking.

4. **Selection Criteria:**
   Any proposal not meeting the minimum qualifications stated above will be rejected. The criteria below are not necessarily listed in order of importance. Proposals will be evaluated on the following criteria:

Cover Letter:	0 PTs
Qualifications and Capabilities:	20
Project Understanding and Approach:	40
Project Timeline:	10
Budget:	15
References:	15
Total	100

   Based on the evaluation process and selection criteria results, the Evaluation Committee will prepare a prioritized ranking of the firm/team. City staff will present an agreement to the top-ranked firm/team. The final contract will then be forwarded to the Finance and Personnel Committee for recommendation to the Common Council for final approval.

H. GENERAL TERMS AND STATEMENT OF RIGHTS AND UNDERSTANDING

The City reserves and may, in its sole discretion, exercise any and all of the following rights and options with respect to this RFP:

1. Each Proposer should carefully read and review all such items and address them in its proposal. However, the final description of the services and/or specifications to be provided to the City under this RFP is subject to negotiations with the successful Proposer and the City's final approval.

2. The City reserves the right to reject any or all proposals, to divide responsibilities among one or more applicants or the project team, to waive formalities, and to select the individual or firm/team which, in the City's sole judgment, can best perform the scope of services required.

3. No legal liability is assumed or shall be implied with respect to the accuracy or completeness of this RFP. The City has prepared this RFP and does not purport to be all-inclusive or to contain all of the information a prospective applicant may desire. No legal liability is assumed or shall be implied with respect to the accuracy or completeness of this RFP.

4. Ownership of all data, material, and documentation originated and prepared for the City pursuant to the RFP shall belong to the City and be subject to public inspection in accordance with the Freedom of Information Act (FOIA) and Wisconsin Public Records law. Trade secrets or proprietary information submitted by the Proposer shall not be subject to public disclosure unless otherwise required by law or a court.

5. The City is not liable for any costs incurred by any Proposer in connection with this RFP or any response by any Proposer to this RFP. The expenses incurred by a Proposer in the preparation, submission, and presentation of the proposal are the sole responsibility of the Proposer and may not be charged to the City, regardless of whether or not the City ultimately selects a Proposer's Proposal for completion of the work detailed in this RFP.

6. The City of De Pere does not discriminate on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability, or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

7. Submission:
    a. Submission of a proposal does not bind the City to any action or any applicant.

    b. Proposals received after the deadline will not be accepted. Proposals will not be opened publicly. It is neither the City's responsibility nor practice to acknowledge receipt of any proposal. It is the responder's responsibility to ensure that a proposal is received in a timely manner.

    c. No official or employee on the evaluation committee shall have any financial interest, either direct or indirect, in the contract. No official or employee of the evaluation committee shall exercise any undue influence in the awarding of the contract.

    d. Amendment/Clarification of proposals may be done as follows:
        i. By City: The RFP may be amended by the City in response to need for further clarification, specifications and/or requirement changes, new opening date, etc. Copies of the amendment will be mailed to prospective vendors and must be signed and returned by the vendor as specified in the amendment.

        ii. By Consultant: Proposals may only be amended after receipt by the City by submitting a later dated proposal that specifically states that it is amending an earlier proposal. No proposal may be amended after the opening date unless requested by the City.

    e. Proposals may be withdrawn only in total, and only by a written request to the City prior to the time and date scheduled for opening of proposals.

8. To negotiate with one or more applicants.

9. To select any submission as the basis for negotiations and to negotiate with applicants for amendments or modifications to their submission.

10. To conduct investigations with respect to the qualifications of each applicant.

11. The City is not responsible for costs associated with preparing proposals or for costs incurred before a formal notice to proceed is issued if a contract is awarded.
12. The Proposer shall maintain, during the life of the Agreement, public liability and property damage insurance to cover claims for injuries, including accidental death, as well as claims for property damages

that may arise from the performance of work under the Agreement.

13. Insurance:
    The Consultant shall maintain during the life of the Agreement, the following minimum public liability and property damage insurance to cover claims for injuries, including accidental death, as well as from claims for property damages which may arise from the performance of work under the Agreement as stated below:
    a) Comprehensive general liability insurance, including personal injury liability, blanket contractual liability and broad form property damage liability. The combined single limit for bodily injury and property damage shall not be less than $1,000,000; with additional umbrella liability insurance coverage for a total of not less than $5,000,000.

    b) 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.

    c) Statutory workers compensation and employers' liability insurance as required by the state having jurisdiction.

    d) Consultant shall also maintain professional liability insurance covering damages to City resulting from errors and omissions of the Consultant. The limit of liability under said policy shall be $1,000,000 or the total consultant's fee on the project, whichever is greater.

    e) Proof of Insurance. The Consultant shall furnish the City with a Certificate of Insurance and additional insured endorsement countersigned by a Wisconsin Resident Agent or Authorized Representative of the insurer indicating that the Consultant meets the insurance requirements identified above. The Certificate of Insurance shall include a provision prohibiting cancellation of said policies except upon 30 days' prior written notice to the City and shall name the City as an additional insured under Consultant's general and professional liability policies for the specific contract or project covered. A copy of the Certificate of Insurance and endorsement shall be delivered to the City prior to execution of the agreement for final approval.

Agreement for Assessment Services

Prepared for:

City of De Pere

By:

Accurate Appraisal, LLC

Section I

Agreement for Maintenance and Interim Market Update
Assessment Services

Provided by Accurate Appraisal LLC.

For
City of De Pere, Brown County,
for the assessment years of 2026 with a three-year opt in option.

Dated this _____ day of _____ 2025.

Fee for services rendered:

2026 Interim Market Update

Accurate shall be paid a yearly sum of:

$78,000

3-year opt in is available for Interim Market Updates for 2027-2029 at $78,000 per year.

Scott McFarlane

Scott McFarlane
Member
Accurate Appraisal LLC

6/30/2025

Date

_____

Authorized Client Signature

_____

Date

Section II

Contract Details

Municipality: City of De Pere

	BLEND CONTRACT
Assessor Services	2026 – Interim Market Update
CAMA Software	Included
Community Education	Included
Online Property Data	Included
Payments	Monthly Installments
Yearly Cost	$78,000
Term of Contract	1 year
Total Contract	**$78,000**

Opt in Contract Details

	opt In Option
3-year opt in Option	2027 – Interim Market Update 2028 – Interim Market Update 2029 – Interim Market Update
Yearly Cost	$78,000
Term of contract	3 years
Total cost of opt in	**$234,000**

*** The option to opt in may be exercised at any time. Upon written notice of the request to opt in, Accurate will provide an amended agreement reflecting the three-year term.**

ACCURATE
INNOVATION | EDUCATION | TECHNOLOGY

Section III

This agreement made this _____ day of _____, 2025 by and between the City of De Pere, Brown County, State of Wisconsin, party of the first part, hereinafter referred to as "Client",

AND

ACCURATE APPRAISAL LLC., PO BOX 415, MENASHA, WI 54952, party of the second part, hereinafter referred to as "Accurate or Assessor".

BASIC SCOPE OF SERVICES

The assessor understands that the project requires the maintenance assessment services and 1 interim market updates of all taxable and nontaxable real property within the corporate limits of the City of De Pere, Wisconsin. Any updated data will be noted on the individual property record cards. All data and programs gathered will always remain the property of the City of De Pere.

All work will be carried out and all forms, materials and supplies utilized by the Assessor in this project shall conform to, and be carried out in accordance with, the Wisconsin Statutes. The values to be determined shall be the present true and actual value of each parcel of real property as that term is used in Chapter 70 of the Wisconsin Statutes. They shall be based upon recognized methods of appraisal and conform to Uniform Standards of Professional Appraisal Practices, as required by Wisconsin Statutes for the licensing and certification of all individuals involved in the appraisal of real estate.

Accurate shall provide the Client with assessing services by Wisconsin Department of Revenue Certified Personnel for the 2026 assessment years which includes the following:

1. Accurate shall update and maintain 100% real property assessment records for the Client. Said service shall include all assessing services so as to comply with all applicable Wisconsin statutes, codes, rules, and/or regulations, including the assessment of all new construction, remodeling, additions and changes relating to improvements removed for any reason such as fire, demolition, etc. through building

permits. Accurate shall reapportion value brought about through property splits.

2. Accurate shall, without additional expense to the Client, be required to attend Open Book and all Board of Review meetings and shall be responsible for defending all assessments. The Open Book meeting shall be conducted as needed. The meetings shall be scheduled by Accurate with the Clerk. The Open Book meetings shall be completed at an agreed date of each assessment year.

3. Accurate shall retain the right to employ additional certified personnel at Accurate' s expense as deemed necessary to complete the assessment roll in a timely manner. Responsibility for the content and accuracy of the assessment roll regardless of the use of other personnel shall, however, rest with Accurate.

4. The Client shall not receive compensation from Accurate for sharing and charging back of taxes due to palpable errors which may be recompensed through State of Wisconsin statute 74.33. A submission of refunded or rescinded taxes should be submitted by the client before October 1 of each year to the State of Wisconsin.

5. The Client's responsibility will be to supply Accurate with adequate office space in or near the Client's Hall.

6. The Client will hold Accurate harmless from third party claims and liabilities due to the assessment of property except claims or liabilities, which result from the intentional or negligent acts or omissions of Accurate, its employees, agents and representatives, shall be the responsibility of Accurate.

7. This agreement between the Client and Accurate shall be for the assessment year beginning January 1st, 2026, and ending December 31st, 2026 It is expected the work will commence with review of new construction and be completed after the final adjournment of the Board of Review and any necessary follow-up questions and/or work because of appeals of Board of Review decisions.

8. The client will be invoiced in monthly installments for each contracted year

9. Accurate shall provide advice and opinion for assessment matters and will defend values through the appeal process beyond the Open Book and Board of Review.

10. Accurate shall complete its Open Book hearings under this agreement no later than the agreed date between Accurate and the Client of each assessment year or an agreement date, except for delays caused by the Client, county, or state. Accurate may request a thirty-day extension to the contract upon written agreement with the Client.

11. Accurate shall maintain full insurance coverage to protect and hold harmless the Client. Limits of liability shall not be less than the amounts listed below in this contract:

INSURANCE COVERAGE

<u>General Liability</u>	
General Aggregate	$ 4,000,000
Each Occurrence	$ 2,000,000
Personal & Adv Injury	$ 2,000,000
Products-Comp/Op Agg	$ 4,000,000
Fire Damage	$ 300,000
Medical Expense	$ 10,000

12. Accurate shall consider the cost approach, market approach, and income approach in the valuation of all land and improvements where applicable.

13. Accurate shall use Computer Assisted Mass Appraisal software to accurately provide the Client with records of the maintenance and interim market updates. For both residential and commercial valuations, Accurate's Assessing Software will be utilized following market data, Volume II of the Assessor manual and Marshall & Swift cost tables. The yearly maintenance fee associated with the use of either program will be at no additional cost to the Client. The data will be available to the public on www.accurateassessor.com; building data and appointment scheduling will also be available at no additional expense to the Client.

14. Photographs of all improved parcels will be taken digitally at no additional expense to the Client.

15. All expenses incurred by Accurate during the contract such as postage, phone calls, etc., will be at no additional expense to the Client.

16. Accurate will implement a public education plan to build understanding of the assessment process with taxpayers and the Client. The Client and Accurate shall work to maintain good public relations throughout the assessment program.

17. In the best interest of the City of De Pere, the board of review in the interim market update year will be held no later than 10/31 of that year.

CITY OF DE PERE
MEMO

To: Honorable Mayor James G. Boyd
Members of the Finance/Personnel Committee
From: Carey Danen, Clerk
Date: August 12, 2025

RE: **Assessor services agreement proposals**

BACKGROUND:

In April of this year, the Clerk's office issued a request for proposal (RFP) for statutory assessment services. The RFP was sent to ten firms, and they were asked to provide proposals for two options: 1) annual interim market updates over a three-year term; and 2) a blend of interim market updates and maintenance in alternating years over a four-year term.

Proposals were received from Accurate Appraisal and Forward Appraisal. Below is a cost breakdown for the two firms:

Accurate Appraisal

	Annual Interim Market Update	Alternating Blend
2026	$76,800	$36,000
2027	$76,800	$76,800
2028	$76,800	$36,000
2029	-	$76,800
Total	**$230,400**	**$225,600**

Forward Appraisal

	Alternating Blend
2026	$250,000
2027	$90,000
2028	$90,000
Total	**$430,000**

Forward Appraisal recommended the maintenance blend approach, and therefore did not provide cost estimates for the annual interim market update option. Forward's higher cost for the first year includes onboarding costs for data conversion, cleanup, and updates. This is a not-to-exceed figure and the consultant intentionally estimates high to avoid unnecessary cost overruns.

REVIEW:

A staff review team consisting of myself, Development Services Director Dan Lindstrom, Finance Director/Treasurer Pam Manley, City Manager Kim Flom, and Mayor James Boyd evaluated the two proposals.

Contract Term

Because only two RFPs were submitted, we recommend moving forward with a one-year term with an interim market update, and then repeating the RFP process in 2026 in hopes of receiving a wider pool of proposals. Both firms provided us with the following quotes for a one-year term:

Accurate Appraisal	**Forward Appraisal**
$76,800	$250,000

Assessment Schedule

The team reviewed the considerations of an annual assessment or a blended assessment (every other year).

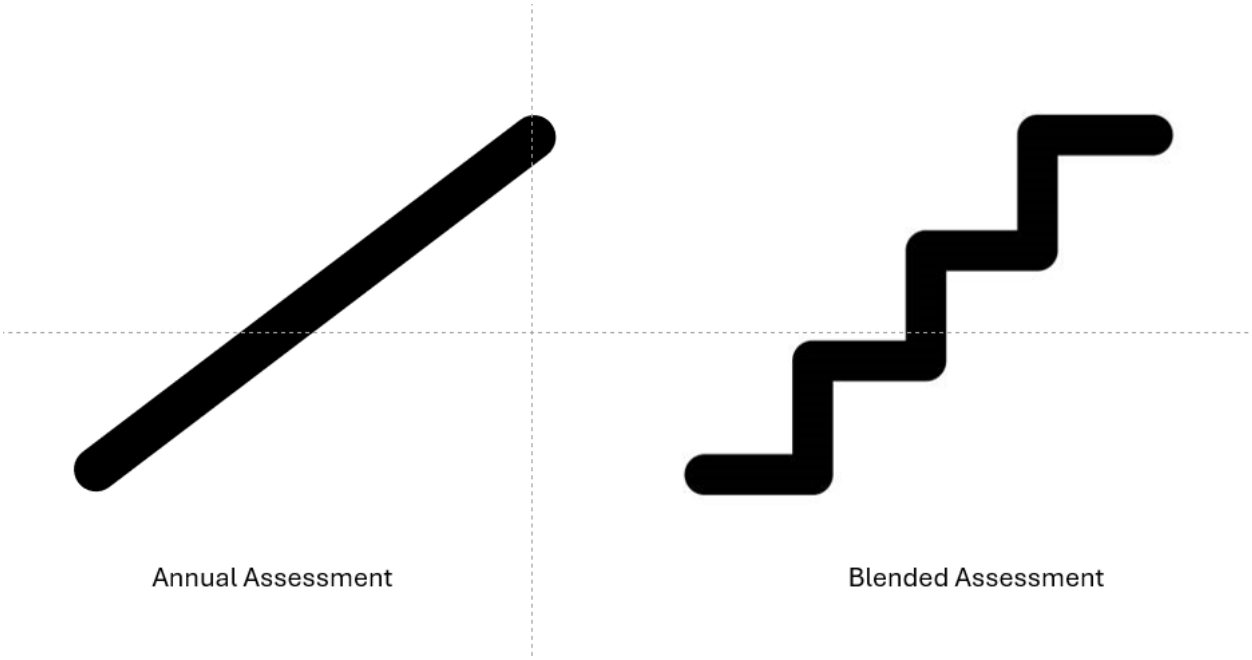
Annual Assessment (full assessment every year):

- Provides most accurate reflection of current market conditions.
- Annual cost to contractor in order to conduct assessment.
- De Pere has been operating under an annual assessment since 2018, and residents are familiar with the schedule.
- Annual assessments have meant annual increases for property owners, which has spurred negative reactions by some.
- Recent property increase percentages have resulted in the mill rate decreasing from 20.44 East/20.53 West in 2018, to 14.52 East/14.76 West in 2024. These decreases are detrimental to TID earnings.

Blended Assessment (full assessment every other year with a maintenance year in between):

- Reduced annual cost for contractor because full assessment is every other year.
- Maintenance year would likely not result in increases or changes for the majority of property owners.
- The percent change in value in this format can be more significant because it captures the values from the maintenance year.
- Mill rates would likely change in two-year steps with a blended approach rather than a change every year. This provides some additional stability to the TIDs, but the end result is still the same.

It is helpful to understand the impact of an annual assessment versus a blended assessment by visualizing a straight line and a staircase. The end result is the same, but the path of travel is different.



Staff Recommendation

Staff recommends hiring Accurate Appraisal for a one-year interim market update for $76,800 and publishing an RFP for Assessment services in 2026.

Staff seeks insight and comments from the Council related to assessment timing in order to prepare for the 2026 RFP.

ACCURATE

INNOVATION | EDUCATION | TECHNOLOGY

ASSESSMENT SERVICES PROPOSAL

PREPARED FOR:

DE PERE

RUNS DEEPER

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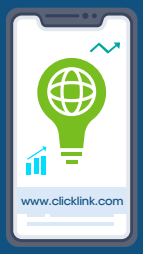
Accurate is an independent contractor pursuant to Sec. 62.09(1)(c) Wis. Stats. Accurate will never subcontract any portion of the contract with the City of De Pere to any other firms or individuals.

This proposal is built to be INTERACTIVE!

Throughout this document you will see QR codes. Use your cell phone camera app and point your camera at the QR code. A link will pop up. Click on the link to watch videos, visit websites and much more!

Open your camera app and hover your phone over the QR Code. Your camera will automatically scan the QR code.



A clickable link will appear. Select the link and enjoy the content!

Test this link to our website!

Viewing this as a digital copy? You can click the QR codes to view the content in the proposal.

INTRODUCTION

We're excited to have the opportunity to continue to work with the City of De Pere!

After 17 years of serving as your assessor, we have developed a deep understanding of the De Pere community, its neighborhoods, its growth, and its unique character. As the city continues to evolve, we are confident that our experience and proven track record make us the most qualified to continue this important work.

Our commitment to accuracy is reflected in the consistency of our assessments over nearly two decades. We firmly believe that every property owner deserves to be engaged in the assessment process—not just presented with the outcome. That belief drives our efforts to ensure transparency, fairness, and equity in every interaction

TRANSPARENCY

is our core principle in educating and empowering those we serve.

our employees.
municipalities.
the community.

ACCURATE

PO BOX 415 | Menasha WI 54952-0415 | info@accurateassessor.com | 920.749.8098 | accurateassessor.com

DE PERE ASSESSMENT TEAM

Shanda Stachurski
Main Point of Contact

Jamie Busha
Statutory Assessor

- **Terri Muskevitsch** — *Customer Service Manager*
- **Colin Loughrin** — *Review Manager*
- **Bill Gaber** — *Authorized Agent, Operations Manager*
- **Lori Sacco** — *Fieldwork Manager*

Our Mission:

Engaging our employees to collaborate, educate, and deliver the most reliable and transparent assessment solutions through innovation, communication and technology.

SERVICE TEAM

At Accurate we form service teams to ensure the accuracy and effectiveness of our assessing. Bill Gaber will lead the Accurate team. **Shanda Stachurski is your key point of contact.** Shanda will take all correspondence from the City and handle the process of assessment for the City of De Pere. Jamie Busha will be your statutory assessor. She is a certified assessor II and will be supervising the assessment schedule, attending the Board of Review, and signing the roll.

Jamie will also be reviewing all data for quality & accuracy. Shanda will also be involved in the process of building an intentional community education plan with creative videos, mailings and social media content.

"Taking the time day in and day out to make sure the clerk has a better experience has made my job a blast. Carey has been amazing to work with these last 3 years. I look forward to continuing our relationship."

Shanda Stachurski

Main Point of Contact
Marketing and Account Development Coordinator - Assessor II
Shandas@accurateassessor.com 920.749.8098

"The world is always changing as it often leads to something better. Making sure our quality stays first-class prior to and during change is what I really get energized about. I have loved being apart of De Pere's Board of Review process"

Jamie Busha

Satutory Assessor
Quality Manager - Assessor II
jamieb@accurateassessor.com 920.749.8098

"Being able to ensure each step of the process is completed has been amazing. We've been able to take big leaps in process improvments and look forward to continuing to innovate."

Bill Gaber

Autherized Agent
Operations Manager - Assessor III
billg@accurateassessor.com 920.749.8098

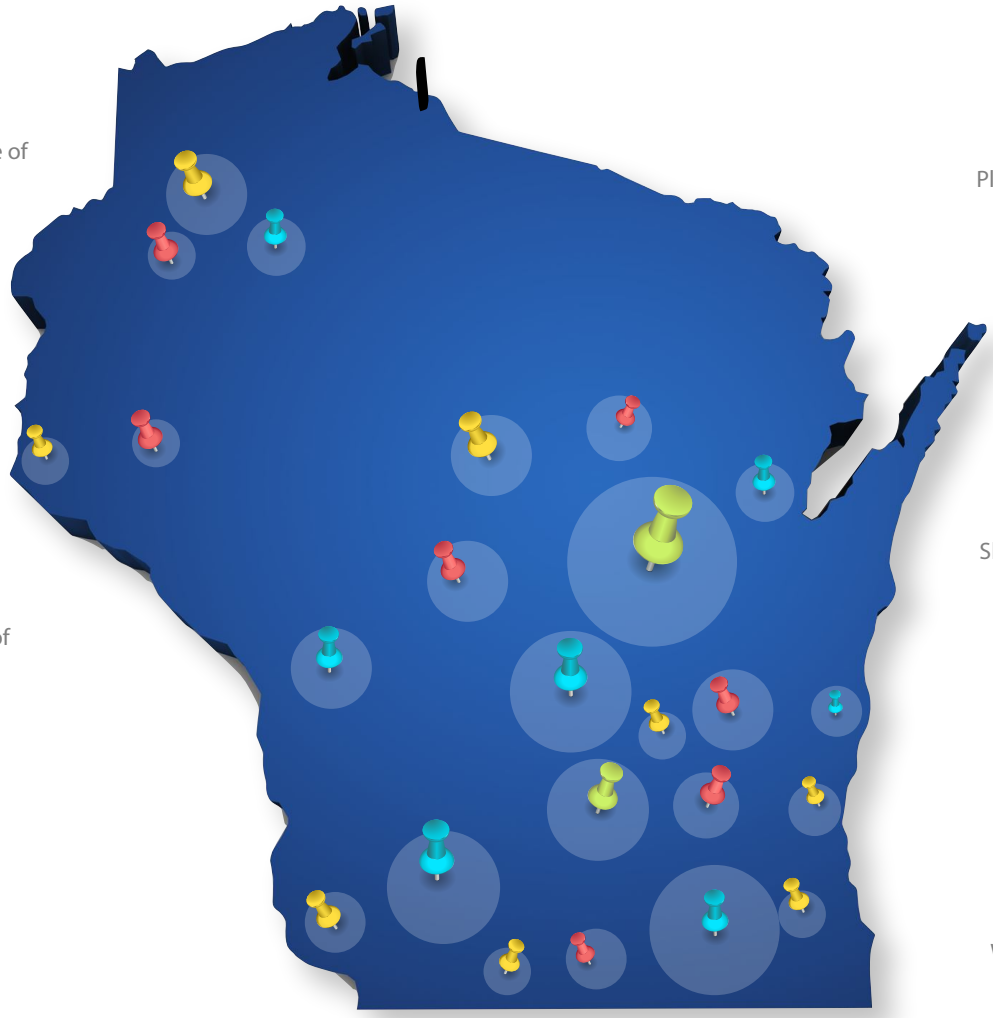
WHO WE SERVE

Accurate assesses for **over 100 municipalities across Wisconsin.** Our assessors live in the areas closest to their region which allows us to be more reactive to our customer's needs.

Albion, Town of
Altoona, City of
Baraboo, City of
Bayside, Village of
Beaver Dam, City of
Beloit, Town of
Berry, Town of
Blooming Grove, Town of
Blue Mounds, Village of
Boscobel, City of
Brillion, City of
Brooklyn, Village of
Buchanan, Town of
Burlington, City of
Caledonia, Town of
Cambria, Village of
Cambridge, Village of
Chilton, City of
Cleveland, Village of
Coloma, Village of
Combined Locks, Village of
Courtland, Town of
Cross Plains, Village of
Cudahy, City of
Dale, Town of
Darien, Town of
Dayton, Town of
De Pere, City of
Deerfield, Town of
Deerfield, Village of
Dekorra, Town of
Delavan, Town of
Edgerton, City of
Eldorado, Town of
Elkhorn, City of
Fontana, Village of
Footville, Village of
Fort Winnebago, Town of
Fox Crossing, Village of
Fox Lake, Town of
Friesland, Village of
Fulton, Town of
Geneva, Town of
Glendale, City of
Grand Chute, Town of
Green Valley, Town of
Greenville, Village of
Harrison, Village of
Hazel Green, Village of
Jamestown, Town of
Jefferson, City of
Kewaunee, City of
Lancaster, City of

New Contracts for 2025

T of Rutland
T of Belleville
C of Richland Center
V of Summit
V of Whitelaw
V of Lisbon
C of Waukesha - Commercial Only



Lyons, Town of
Marathon, Town of
McFarland, Village of
Medford, City of
Menominee, Town of
Monona, City of
Monroe, City of
Mosinee, City of
Mt Horeb, Village of
New Glarus, Village of
New Richmond, City of
Oakland, Town of
Oconomowoc, City of
Oconto Falls, City of
Onalaska, City of
Oregon, Town of
Oregon, Village of
Pacific, Town of
Pardeeville, Village of
Perry, Town of
Platteville, City of
Pleasant Springs, Town of
Portage, City of
Poynette, Village of
Prairie du Sac, Village of
Prescott, City of
Primrose, Town of
Randolph, Town of
Richmond, Town of
River Falls, City of
Rose, Town of
Rothschild, Village of
Saukville, Village of
Seymour, City of
Sheboygan Falls, Town of
Shorewood, Village of
Sparta, City of
Spring Prairie, Town of
Stoughton, City of
Sugar Creek, Town of
Sullivan, Village of
Two Rivers, City of
Union, Town of
Upham, Town of
Walworth, Town of
Walworth, Village of
Watertown, City of
Wescott, Town of
West Baraboo, Village of
Whitefish Bay, Village of
Whitewater, City of
Williams Bay, Village of
Windsor, Village of

ASSESSMENT ACCURACY

There is no stronger demonstration of our ability to effectively serve a municipality with a population exceeding 20,000 than our 17-year partnership with you. Since implementing our full value maintenance system, we have consistently remained in compliance and have never fallen below a 95% overall assessment ratio. This track record reflects our commitment to accuracy, transparency, and excellence in assessments. Please see the Department of Revenue major class data below, which highlights our sustained performance in a municipality of this size since 2018.

DATE: 02/07/2025

Wisconsin Department of Revenue
Final Major Class Comparison

EQMCC701FWI

EQ ADMIN AREA 81 Green Bay
COUNTY 05 Brown County
CITY 216 De Pere

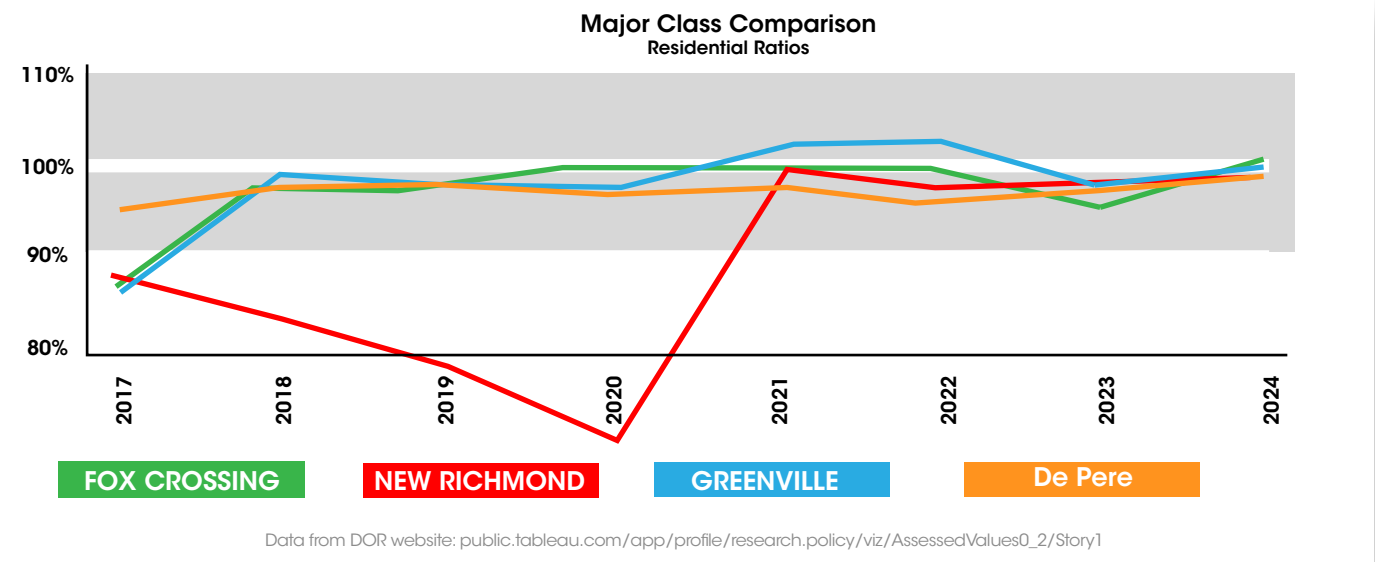
Year	Property Class	Municipal Assessed Value	DOR Base Value	% of DOR Base Value	Ratio (%)	Major Class Municipal Compliance Status	Type Of Notice Issued
2024	Residential	2,457,500,500	2,498,936,400	75.30	98.34	YES	
	Commercial	828,294,100	818,877,500	24.67	101.15	YES	
	Agricultural	183,700	183,300	0.01	100.22		
	Sum Of 5, 5M, 6, 7	798,800	753,800	0.02	105.97		
	Personal	0	0	0.00	0.00		
	Total	3,286,777,100	3,318,751,000	100.00	99.04	YES	
2023	Residential	2,219,994,700	2,256,656,800	74.11	98.38	YES	
	Commercial	710,611,600	750,368,900	24.64	94.70	YES	
	Agricultural	201,000	197,500	0.01	101.77		
	Sum Of 5, 5M, 6, 7	726,500	672,700	0.02	108.00		
	Personal	37,184,800	37,184,800	1.22	100.00		
	Total	2,968,718,600	3,045,080,700	100.00	97.49	YES	
2022	Residential	1,959,266,100	2,007,542,300	75.10	97.60	YES	
	Commercial	573,155,500	636,619,400	23.81	90.03	YES	
	Agricultural	181,400	183,600	0.01	98.80		
	Sum Of 5, 5M, 6, 7	675,800	655,000	0.02	103.18		
	Personal	28,279,000	28,279,000	1.06	100.00		
	Total	2,561,557,800	2,673,279,300	100.00	95.82	YES	
2021	Residential	1,722,330,644	1,722,355,300	74.10	100.00	YES	
	Commercial	523,382,235	577,252,800	24.83	90.67	YES	
	Agricultural	187,100	185,300	0.01	100.97		
	Sum Of 5, 5M, 6, 7	603,000	636,500	0.03	94.74		
	Personal	23,931,500	23,931,500	1.03	100.00		
	Total	2,270,434,479	2,324,361,400	100.00	97.68	YES	
2020	Residential	1,598,630,469	1,618,168,000	73.85	98.79	YES	
	Commercial	495,302,735	546,735,500	24.95	90.59	YES	
	Agricultural	182,800	182,600	0.01	100.11		
	Sum Of 5, 5M, 6, 7	590,200	679,700	0.03	86.83		
	Personal	25,324,000	25,324,000	1.16	100.00		
	Total	2,120,030,204	2,191,089,800	100.00	96.76	YES	
2019	Residential	1,501,238,469	1,503,176,100	73.53	99.87	YES	
	Commercial	493,873,600	510,873,800	24.99	96.67	YES	
	Agricultural	182,200	182,400	0.01	99.89		
	Sum Of 5, 5M, 6, 7	647,400	654,200	0.03	98.96		
	Personal	29,497,900	29,497,900	1.44	100.00		
	Total	2,025,439,569	2,044,384,400	100.00	99.07	YES	
2018	Residential	1,401,029,999	1,421,706,000	72.58	98.55	YES	
	Commercial	490,327,900	505,011,100	25.78	97.09	YES	
	Agricultural	175,500	175,800	0.01	99.83		
	Sum Of 5, 5M, 6, 7	635,700	654,400	0.03	97.14		
	Personal	31,200,000	31,200,000	1.59	100.00		
	Total	1,923,369,099	1,958,747,300	100.00	98.19	YES	

As we continue to maintain strong assessment ratio performance through our full value maintenance system and effectively manage your 8,477 total parcels, including 7,880 improved parcels, we remain committed to continuous improvement. We are consistently refining our processes to enhance accuracy, strengthen communication, and elevate our outreach and marketing efforts.

ASSESSMENT ACCURACY
Continued

Various statistical methods are used to gauge property assessment accuracy. **The DOR emphasizes the equalized value ratio, requiring assessments of major classes to be within 10% of fair market value in a 5 year period.** Non-compliance triggers an Interim Market Update using previous year(s) sales for reassessment.

A good test of accuracy in assessments is after reviewing sales and setting new values during a market update, **have the assessments been brought back to 100% market value?**



Data from DOR website: public.tableau.com/app/profile/research.policy/viz/AssessedValues0_2/Story1

The table above shows the impact of regular market updates. The center white line is the state's 100% fair market value determination or equalized value. The green line shows the impact of annual market updates in Fox Crossing. Deviations in the red line show maintenance years before New Richmond started annual market updates in 2020. Greenville's blue line shows the maintenance year before the 2018 full revaluation follow years of annual market updates. De Pere's orange line shows the start of Full Value Maintenance and the continued success of Full Value Maintenace system in staying in compliance. **The closer to overall values are to 100% after a market update shows how accurate the assessments are.**

Since 2020 the market has become extremely volatile, setting new precedent when comparing assessments to market sales. This RFP requesting an every other year market update. In many ways you want to ensure **assessments are close to 100% every year.**

We must also address statistics our competition might try to exploit:
concentration and dispersion, both of which are uncontrollable lagging measures comparing last year's assessments to the following year's market sales. **Assessors can't predict the future market nor control property factors like style, age, non-permitted work, or homogeneity/make-up of property in a municipality.** Our competitors divert attention to uncontrollable statistics in a volatile market with numerous variables. We could also share samples of their so called "sub standard" results in this RFP but we would rather focus on the controllable factors when it comes to assessing fairly and equitably.

ASSESSMENT TEAM

Your assessment team has access to over **200 YEARS** of assessing experience!

Our approach of the **Assessment Team** means each assessor coordinates their efforts from accountability officers to our field team and customer service. Throughout the entire assessment process - field work, attending open books and closing boards of review, our services are completed as a team. You will have full access to an account coordinator as your main point of contact throughout the contract.

Bill Gaber
Operations Manager

Shanda Stachurski
Account Coordinator

Jamie Busha
Quality Manager

Colin Loughrin
Review Manager

Terri Muskevitsch
Customer Service Manager

Lori Sacco
Fieldwork Manager

31 EMPLOYEES

26 ASSESSOR I & II

5 ASSESSOR III

ACCURATE

Bill Gaber has over 12 years of assessing experience. Bill came through the ranks as a field assessor, then account manager and is now the overall operations manager at Accurate. Bill is our most qualified assessor completing hundreds of market updates with a strong background in assessing commercial property. He mentors our assessment team, and works closely with the DOR to enhance assessment practices statewide. Bill is an assessor II and III.

Shanda Stachurski will be your main point of contact. You will have access to Shanda for tracking the workload, pulling reports, regular meetings and any training you may need. She will work with your statutory assessor on the timeline and sharing of information with you and your community. Shanda is an assessor II with 3 years of experience.

Jamie Busha is your Statutory Assessor and Quality Manager. She reviews all changes made during the assessment process before notices are sent. She has been your assessor for the past 3 years. She is an assessor II with 10 years of experience.

Colin Loughrin is our Review Manager. He will be in charge of all aspects of the valuing process. He is responsible for permits, review, and commercial review for the Market Updates. Colin is assessor II. and III with 7 years of experience, and has completed over a hundred market updates.

Terri Muskevitsch is our senior customer service agent. Terri works closely with commercial property owners that call or email our office. She will track correspondence to share with you. Terri is an assessor II, for over 16 years.

Lori Sacco is our Fieldwork Manager. She is the brains behind our fieldwork logistics and is able to keep all of our fieldwork on pace. She's an assessor II and III. Lori has 5 years of experience.

PROUD PARTNERS WITH:

LEAGUE OF WISCONSIN MUNICIPALITIES

WAAO
Wisconsin Association of Assessing Officers

AUTHORIZED AGENT

BILL GABER

Operations Manager - Assessor II & III

billg@accurateassessor.com 920.213.1916

ABOUT ME

I have a thorough background in business and finance. I also have over 12 years of experience in the assessment industry. My involvement in coaching youth sports has increased my leadership skills to develop successful teams. Watching teams grow and learn is my passion. I look forward to working with you and your community.

" I like to lead by example both at home for my son (20 years old) and for those that I work with."

EXPERIENCE

- Determine values using the three approaches Sales, Income, Cost
- Managed over 150 Market revaluations
- 100+ Open Book and Boards of Review
- 10+ years of scheduling fieldwork assignments
- Statistically analyze market trends
- Land valuation review
- Filed word duties
- Estimate valuations for TID creations
- GIS mapping
- Closing Boards of Review
- Logistics Coordinator

EDUCATION

University of Wisconsin - Oshkosh 1996
Business

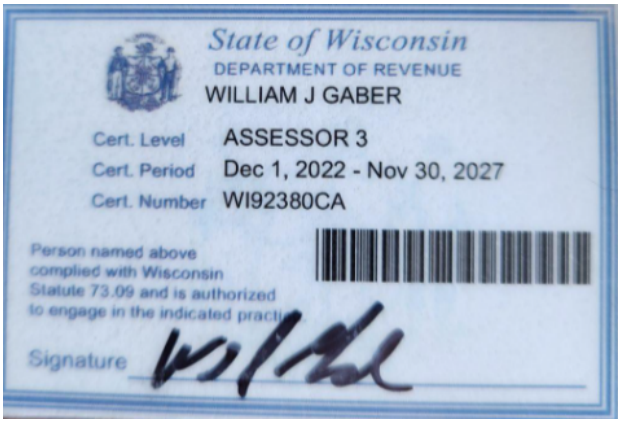
COMMUNITY INVOLVEMENT

Little League coach for 9 years
American Legion Baseball Coach for 4 years –
Won the Wisconsin AA state title in 2021
Coached youth Football for 6 years

STRENGTHS/SKILLS

Management
Organization
Team Leadership
Operations
Self-Motivation
Creativity
Communication
Development

CERTIFICATION



*Will attend proposed interview

KEY CONTACT PERSON

SHANDA STACHURSKI

Account Coordinator - Assessor II

shandas@accurateassessor.com 920.716.9658

WHY ME?

I am an energetic self-starter with professional success in the fields of Assessing, Compliance, Finance, Sales and Education. I am an effective communicator, dedicated to achieving goals while building professional relationships. I am a quick learner committed to maintaining open communication and building the best education plan for your community.

"I've learned to be very prompt, organized, and resourceful… communication is my top priority"

EXPERIENCE

- Determine values using the three approaches: Market, Income, Cost
- Performed over 20 Market revaluations
- Statistically analyze market trends
- Closing Board of Review
- 3 years of Tax exempt property
- Estimate valuations for TID creations
- GIS mapping

STRENGTHS/SKILLS

Communication
Organization
Financal
Work Ethic
Prompt
Education
Flexibility
Responsibility

CERTIFICATION

WI07740CA

*Will attend proposed interview

"Being part of the entire assessing process creates ownership and a deep understanding of the community."

ACCURATE

STATUTORY ASSESSOR

Jamie Busha

Quality Manager - Assessor II

jamieb@accurateassessor.com 920.749.8098

WHY ME?

I am fun and outgoing! I love working with people to help them learn about the assessment process. I have a background in Real Estate. In my free time I enjoy going on trips. Mexico is my favorite place to travel to.

"I'm never late. Nothing bad comes from being early, nothing good comes from being late."

EXPERIENCE

- Determine values using the three approaches: Market, Income, Cost
- Commercial and Residential valuation
- Quality Checks
- Closing Boards of Review
- Roll Book Review
- Sales Checks
- Notice Checks
- Participate in Open Book sessions
- Preparing assessor forms for Board of Review
- Fieldwork Checks

STRENGTHS/SKILLS

Communication
Committed
Trustworthy
Personable
Optimistic
Continuing Education
Building Relationships
Punctual
Attention to Detail
Process Improvement

CERTIFICATION

WI07740CA

* Will attend proposed interview

"There's no reason why the glass can't always be half full."

CUSTOMER SERVICE

When property owners call us they get a live person. Our agents are trained assessors that answer questions quickly and educate property owners on the assessment process. Our **online appointment scheduling tool** is available 24/7.

Property owners have full access to us on our main line, email address, and over the phone appointments. We utilize a visual voicemail service which speeds up our response time. Voicemails are monitored daily to we make sure respond within 24 to 48 hours. All of these services are included at no additional cost to you.

MEET OUR CUSTOMER SERVICE TEAM MEMBERS:

"Being the first connection with property owners, my goal is to be able to help them understand the process of assessing and how it affects them. Being a property owner, I understand how confusing and daunting the process can seem. It is extremely rewarding when I answer their questions, help them understand the process, and make someone's day a little better."

TERRI MUSKEVITSCH since 2007

Customer Service Manager - Assessor II

terrim@accurateassessor.com 920.749.8098

"Talking with property owners on a daily basis gives me the opportunity to educate them on the assessment process. I take it as a challenge to convey positivity when not all of my interactions start out that way. Fairness and equity is paramount in my job and I take it very seriously."

AMY BAJI since 2011

Personal Property Coordinator- Assessor II

amyb@accurateassessor.com 920.749.8098

"The best feeling in the world is hanging up a phone and knowing I was able to help property owners understand their assessment. My background in hospitality gives me the tools I need to be empathetic to their needs. I have been known to make people laugh - because my laughter is infectious."

PATTI PETERS since 2010

Customer Service - Assessor I

pattip@accurateassessor.com 920.749-8098

SCOPE OF WORK

Specific Services Required

a) Consultant shall perform all of the work required to properly and professionally assess the real and personal property of the City in accordance with applicable Wisconsin State Statutes and in full compliance with all rules and regulations officially adopted and promulgated by the Wisconsin Department of Revenue.

b) Consultant shall designate a qualified and responsible employee to supervise the operation of the consultant's staff for the entire contract period. The individual shall be certified (at a minimum) Assessor Level II or Assessor Level III. The individual designated as such shall be available to the City for the entire contract. Should the supervisor be reassigned, that person shall be replaced by an equally qualified individual, subject to review and approval by the City.

c) Consultant shall report to and be accountable to the City Clerk or his/her designee. Consultant shall meet with the Clerk on a regular basis to discuss the progress of the work and to review the data and the reports completed. The City reserves the right to inspect the data and the progress of the work performed at any time without limitation.

d) Consultant shall be available to attend City Council and committee meetings on an as-needed basis.

e) Consultant shall provide an e-mail address and a local (or toll free) phone number for City officials and customers to contact the Contractor during regular business hours, Monday through Friday, and shall return e-mails and calls within two business days/48 hours.

f) Consultant shall provide an educational outreach program for the City related to the activity and responsibility of Contractor's assessment services.

g) Consultant shall field review and assess all properties that were under partial construction as of January 1st of the previous year.

h) Consultant shall field review and assess new construction as of January 1st of the current year.

i) Consultant shall preform interior inspections on all newly constructed homes, partially constructed homes from the previous year, and any interior remodeling including kitchen, bath, basement, remodeling, and additions if allowable.

j) Consultant shall field visit and measure all properties with building permits for exterior remodeling and for detached buildings and decks, and other miscellaneous permits.

k) Consultant shall field review as deemed necessary sale properties and properties for which no building permit has been issued.

l) Consultant shall account for all buildings destroyed or demolished.

m) Consultant shall provide projected assessed values for potential development projects upon the request of the Development Services Director.

n) Consultant shall coordinate with City staff for an annual meeting to discuss the previous year's development projects and building permit data.

0) Consultant shall determine the fair market value of mobile home units in the municipality subject to the monthly municipal permit fee, in accordance with State Statute 66.0435.

p) Consultant shall implement use value assessments of agricultural lands per specifications set forth by the Wisconsin Department of Revenue.

q) Consultant shall create, print, and mail State-approved Notices of Changed Assessment to property owners and others as required by State Statutes.

r) Consultant shall conduct Open Book sessions in accordance with Wisconsin State Statutes. Consultant shall prepare a written statement regarding Open Book dates, times, and instructions on how to set up an appointment for an Open Book session, at least thirty (30) days prior to the first Open Book session.

s) Consultant shall be responsible for preparing for the annual Board of Review hearing proceedings as required by State Statutes prior to the deadline each year. Consultant shall work with the City Clerk to arrange for the hearings. Consultant will provide digital photographs and data for comparable properties in advance of the Board of Review meeting so that the Board and the petitioner have evidence of comparability.

t) Consultant will attend the Board of Review hearing(s), serve as City staff at the hearing(s) and defend the valuations and work products. Consultant will promptly and adequately follow up and respond to any appeals made at the Board of Review hearing, incorporating assessment modifications as approved. The consultant will be available for any Circuit Court proceedings that may result from appeals or other assessment-related matters.

u) Consultant shall be responsible for providing all assessment data to Brown County's Real Property Listing office to facilitate the digital and manual transfer of data and values and for ensuring that the County's assessment roll is balanced to the records submitted by the Consultant. Consultant will provide printed copy of assessment roll to the City.

v) Consultant shall be responsible for providing the Wisconsin Department of Revenue (WI DOR) with both preliminary and final reports of assessed valuations after the Board of Review meeting. Consultant will also be responsible for providing WI DOR with assessments for all TIF districts by the prescribed deadlines.

SCOPE OF WORK

Specific Services Required - Continued

w) Consultant shall place detailed property assessment records with images and full parcel information on the internet with free access to the public and the City. This may be accomplished through the City's existing online resources or through the Consultant's software package. Property record cards will be updated on at least an annual or bi-annual basis. Consultant shall provide the City with unlocked, freely accessible databases upon request. Consultant will provide an annual export of one PDF property card per parcel ID, or a suitable alternative.

x) Consultant is not permitted to assign, subcontract, or transfer the work of providing assessment services without the prior written approval of the City Council.

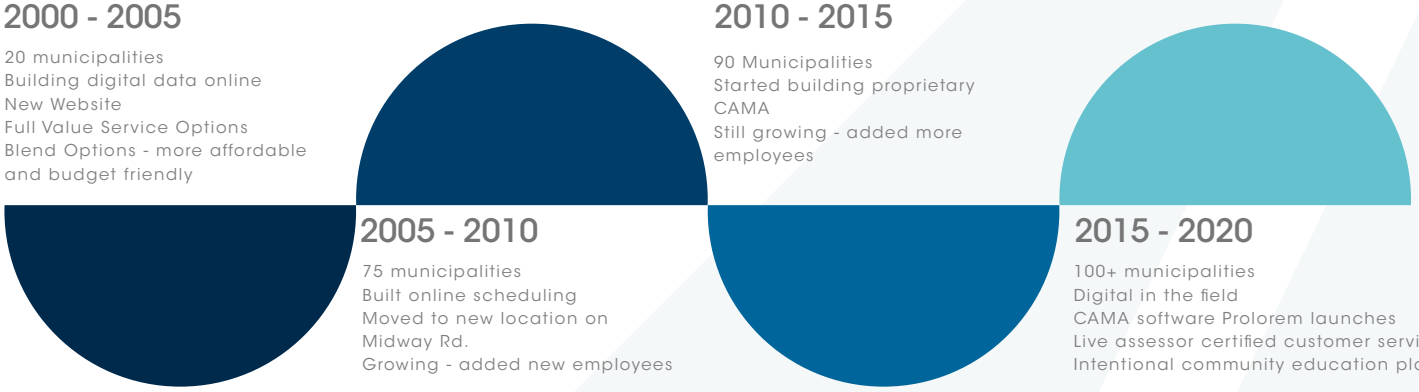
y) Assessment Software:
The City currently consults with an outside contractor for Assessor Services, and as such the City requires the Consultant software platform be able to complete the following items:

i. Comparative sales reports that can be used to support individual assessments with adjustments shown to be derived from the regression analysis.
ii. Flexible cost and depreciation tables that can be adjusted to capture specific markets. For commercial properties, a system-generated income approach to value.
iii. The ability to electronically export the completed assessment roll to the Brown County Real Property Listing office in the format required, eliminating any manual data entry of the completed roll.
iv. The ability to import "start-up data" from any existing databases to avoid time/cost-consuming initial data entry.
v. The ability to accept and import the City's existing building permit records utilizing either a CSV or MS Excel file.
vi. Maintains a separate sales listing file to record and store data on sale properties as of the date of sale.
vii. Maintains an ownership history.
viii. The ability to create a wide range of reports, including Assessment Roll, Assessor's Final Report; and neighborhood attributes and values.
ix. The ability to run queries to locate specific data.
x. Has an electronic sketch for each property.
xi. Uses standard database format that can be read or easily converted to be read by other software packages and managed by Microsoft Sequel (SQL) Server.
xii. The data should be capable of being uploaded to the City's GIS system.

Accurate has reviewed, understands, and acknowledges each point in the Specific Service Required, detailed by the City of De Pere.

OUR HISTORY

Accurate was founded 20 years ago on the idea of complete transparency and communication. For many years it was common practice for assessors to suppress information from the public. This resulted in a lack of understanding and mistrust within the community. The founders of Accurate recognized these short comings and began pioneering new innovative assessment standards. Over the last 20 years we have developed web-based digital property record cards, created online scheduling options, and built our own CAMA to update data digitally in the field. With a
combined experience of over 180 years Accurate has continuously improved the assessment experience through innovation, education, and technology.



2000 - 2005

20 municipalities
Building digital data online
New Website
Full Value Service Options
Blend Options - more affordable and budget friendly

2005 - 2010

75 municipalities
Built online scheduling
Moved to new location on Midway Rd.
Growing - added new employees

2010 - 2015

90 Municipalities
Started building proprietary CAMA
Still growing - added more employees

2015 - 2020

100+ municipalities
Digital in the field
CAMA software Prolorem launches
Live assessor certified customer service
Intentional community education plan

At Accurate we make a concerted effort to connect and learn the nuances of each community. There is no "cookie-cutter" way to assess unique communities. We tailor our services to fit the needs of everyone we serve. Here is a small sample:

UNIQUE ASSESSMENTS

Views of the Capital Building - Dane County
Views of the lake - Lake Geneva & Fontana
Bayshore Mall - Glendale
Access to the Chain of Lakes - Dayton
All of Menominee County
Dock-O-Miniums - Fontana

CORPORATE BUSINESS

Secura - Fox Crossing
Johnson Controls - Glendale
Foth - De Pere
Miron - Fox Crossing
Cleary Building - Greenville
Humana Insurance - De Pere

TAX EXEMPT EXPERIENCE

St. Norbert College - De Pere
Divine Savior Hospital - Portage
Skaalen Retirement Services - Stoughton

DISTRIBUTION/WAREHOUSING

WALMART Distribution center - Beaver Dam
Amazon - Greenville
TARGET - Oconomowoc

OUR ALL INCLUSIVE SERVICES

- Online roll books
- Digital property record cards, with photos online
- Assessment data integrated into your website
- Live, assessor operated, telephone-based open books
- Cloud based CAMA system with dedicated support
- Assessor certified customer service
- Assessors available to answer questions daily over the phone or via video chat
- Multiple assessors at open book to keep waiting to a minimum
- Interactive videos and educational materials at open book
- Active live chat function available on our website
- Community education planning with dedicated marketing person
- Virtual walk-through options
- Access to your own dedicated assessor
- Maintenance inspections included

ACCURATE

ASSESSMENT HISTORY OF DE PERE

The City of De Pere and Accurate have been working together for over 17 years. Throughout that time we have integrated new assessment technologies and built a strong relationship with your community. We can proudly say that since Accurate has been involved with De Pere your ratio's have never fallen out of compliance with State regulations.

2008-2015

De Pere welcomes Accurate to complete maintenance services.

2010
Residential Parcels: 6800
Commercial Parcels: 400

2016

De Pere hires Accurate to complete a 1 year market revaluation

2017

De Pere contracts with Accurate for 1 year of maintenance

2018-2021

De Pere contracts with Accurate for 4 years of Full Value Maintenance

2022-2025

De Pere contracts with Accurate for 4 years of Full Value Maintenance

2025
Residential Parcels: 7449
Commercial Parcels: 439

From 2010 to 2025 De Pere has grown about 6%. During those 15 years there have been about 650 new improved parcels added to the roll. We are sharing this to be completely transparent about our role in assessing for the City of De Pere. With additional parcels comes additonal time needed to complete assessments in the City. We know

In 2018 Accurate began tracking hours on every aspect of our services. From entering sales, tracking field work, checking permits, collecting customer service data and much more. The data has been very consistant. Based on the last 4 years we can share that on average Accurate spends 696 hours a year assessing the City of De Pere.

	2022	2023	2024	2025
Hours Spent	658	675	839	612+
Service Cost	$76,000	$76,000	$76,000	$76,000
Per Hour	$115	$112	$91	>$124

The industry average for assessment services ranges from $125 to $150+ an hour depending on the type of contract and services needed. By understanding the increase in improved parcels, additional sales, and hours spent during the open book and board of review means we can now accuratly quote a fair cost for our services that meets the needs of your community.

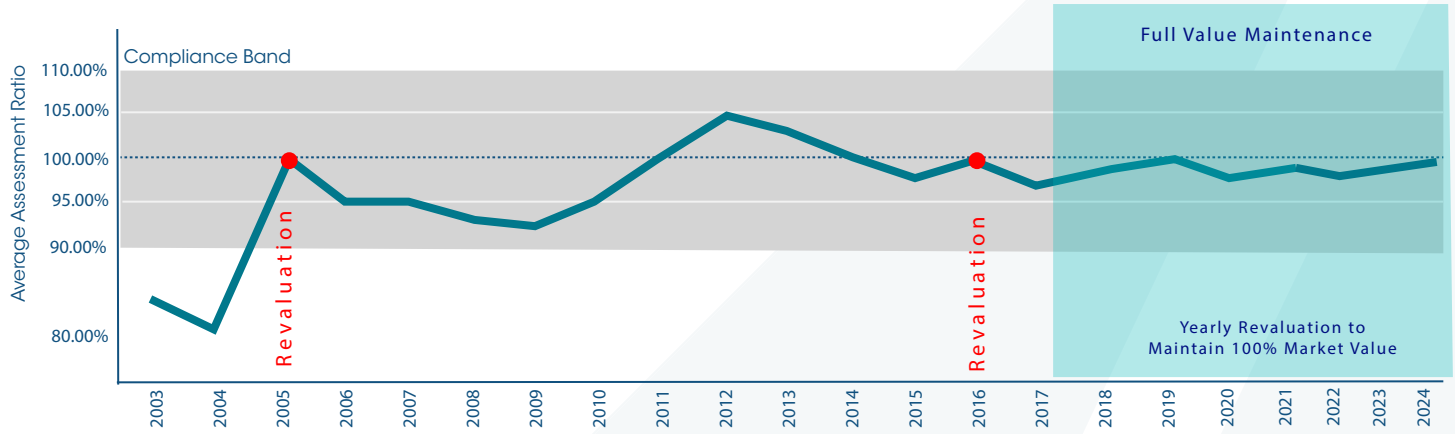
ACCURATE

FAIRNESS & EQUITY

There is no better way to express the fairness and equity of our work than to show a visual example. The center dotted line represents true fairness and equity, where assessed values are in line with market value. When assessments maintain 100% market value they mirror the state's equalized value to ensure every property owner is paying their fair share of taxes.

City of De Pere

Brown County

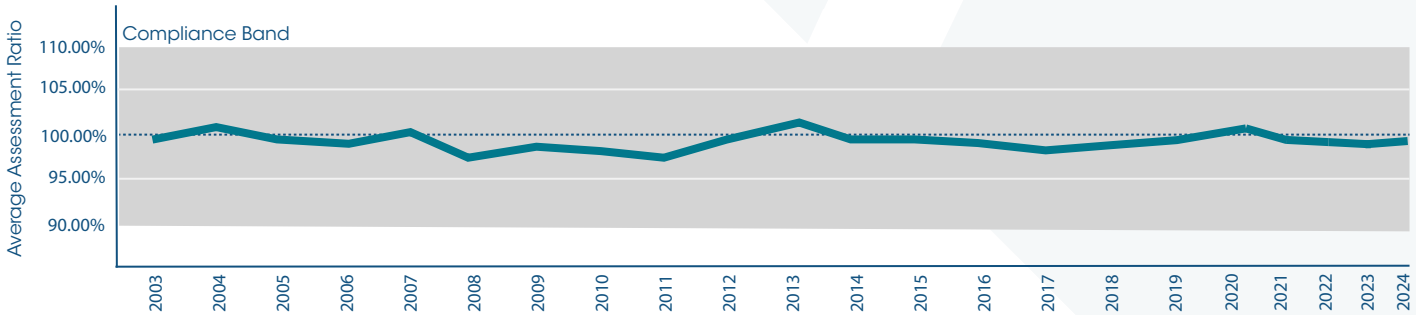


From 2003 through 2013 De Pere property was revalued only twice. Every year of maintenance creates natural market inequity, in which the market value of properties rise and fall while assessed values stay the same. This market inequity means property owners are no longer paying their fair share of taxes until a revaluation is performed.

You can see that the ratios stay close to 100% once De Pere started the Full Value Maintenance program. This is the most fair and equitable assessment process. The graph below shows the ratios for the City of Stoughton. We have performed our Full Value Maintenance program over the same time period, since 2003. You can see that by revaluing property every year the assessment ratio stays within 10% of state's 100% guideline never going more than 5% away from 100%.

City of Stoughton

Dane County



Full Value Maintenance is not just "keeping you in compliance" with a market updare every few years. It means we perform a market update every year!

The benefits of Full Value Maintenance is three-fold. 1.) It maintains 100% market value, 2.) keeps you from saving up for revaluations every 6 to 8 years, and 3.) is the most fair and equitable way to make sure every property owner is paying taxes on their property at 100% market value every year.

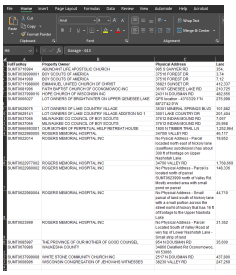
EXAMPLES OF WORK

We have experience working on special projects with multiple municipalities throughout the state. Below are a few examples our ability to adapt our services and work with municipalities we that are not currently contracted with. We are committed to helping move the assessment experience forward through education, building partnerships, and supporting those in need.

1. SUMMIT

Background:
The Village of Summit was in need of measurements for exempt properties to determine the sq ft of the buildings as they had no data on file. Their assessor could not complete the work in their timeframe so their clerk reached out other assessors in the state and we were the only one to respond to their request.

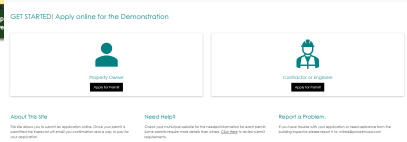
Accurate's Solution:
We developed a plan to review the properties from any practicable data we could find assisted by aerial GIS to measure the sq ft of each property and store the data in a spreadsheet. We supplied them with images of the measurements along with a letter format to send to each owner for verification. We were happy to help out a municipality in need.



2. GREENVILLE

Background:
We have been the assessors for Greenville well over 10 years now. The town was incorporating to be a village in 2021. During this transition they didn't have much time to plan or execute a message to the community.

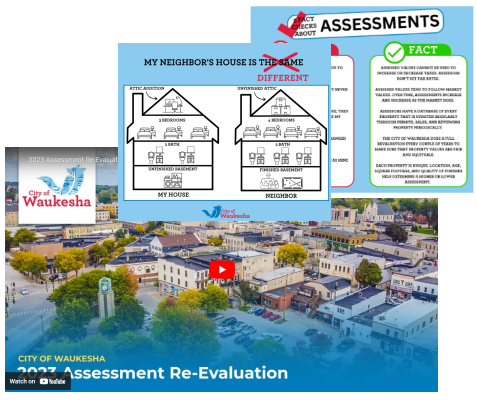
Accurate's Solution:
We reached out to Wendy at Greenville about what their plan was to educate property owners on the transition. Based on our initial meeting we offered to help them with social media posts, inserts, and explanations for what happens during an incorporation and the dates surrounding their meetings. We have also helped them update their social media with assessment education and have recently been working with them to incorporate their building permit process into our new Online Permit Portal.



3. WAUKESHA

Background:
Sam Walker, the City of Waukesha's assessor reached out to us for help with assessment education content. The City was performing a market update and had been following our linked in posts. They liked what we were sharing and wanted to use some it for their website and social media.

Accurate's Solution:
Without hesitation we connected with Sam and shared our entire library of newsletter content, post card mailings, videos, and social media content. We worked together on a few verbiage changes and stayed in touch throughout the market update process to make sure they had what they needed. They even updated some of the pieces that we now use so it was mutually beneficial. Sam still stays in touch and we are working on other projects with him.

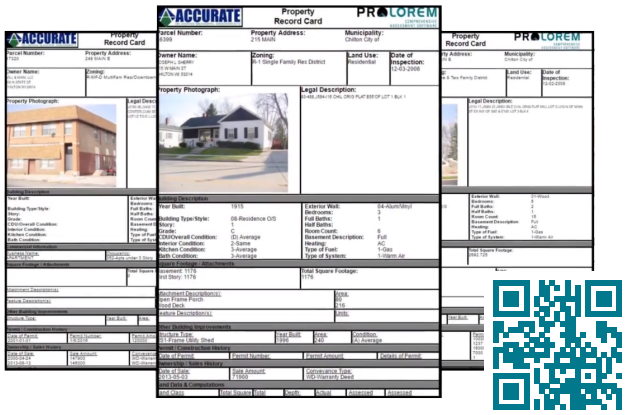


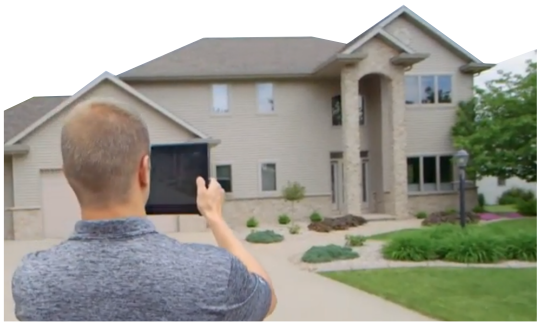
We have many more projects we would like to share with you during the interview process, such as our recent inspections and social media education.

SOFTWARE

Our proprietary CAMA system is completely **CLOUD BASED.**

With Prolorem, all property record cards are digital. They are available on our website FREE to you and your community 24/7. There are no costs to use our software and convert your Market Drive data. Prolorem converts data from iWorQ to easily and quickly update permits. All property record cards have images and detailed information about each parcel. We believe in 100% transparency therefore all data and programs gathered are the property of the City of De Pere should you ever change assessors.





Our assessors utilize computer tablets to assess properties in the field. With Prolorem there is no need to take hand written notes back to the office to update the value on a property. Our assessors are trained to complete assessments on premise, eliminating errors from re-entering data. All property record cards are updated in real time and saved to the cloud instantly. Our CAMA is the only software that updates property record cards in real time.

Accurate has converted data into Prolorem from multiple forms of CAMA systems including Market Drive, Tyler Technologies, GVS, TC Win, and many more. Our on staff IT integrates multiple platforms like GIS, Apex Sketching Tool, iWorQ, etc to streamline our process. Because our software is proprietary we have the ability to add or remove features the City of De Pere requests at no additional cost.

PROLOREM | A REVOLUTION IN ASSESSING SOFTWARE

SOFTWARE COST: $0.00
LICENSING/MAINTENANCE: $0.00
SOFTWARE:
INTEGRATION ABILITY: YES, $0.00
CONVERSION ABILITY: YES, $0.00

There are never additional costs for conversions, updates, licensing, integrations, additions, etc.

EDUCATION PLAN

On average, most property owners have about 40 days from the time they first learn about the Market Update to when their new value is finalized.

It is standard practice for an assessor to send notices and wait for the community to reach out with questions or concerns. However, this one-way communication is not transparent and often leaves property owners scrambling to understand what's happening. Frequently, this leads to a disconnect between property owners, the municipality, and the assessor.

Our education plan puts your community first. We leverage your existing communication channels to start the conversation early. With our approach, your community will be informed about potential value changes 80 to 190 days before notices are sent out. Together, we'll establish a **two-way communication** channel through social media, council meetings, newsletters, postcard mailings, custom videos, and much more.

EXPERIENCE OUR EDUCATION PLAN:

1. SOCIAL MEDIA

Utilize your channels of social media preparing to share the process of Full Value Assessments. We mix this with a schedule of postings over the coming year to educate property owners on what to expect and the status of the current market. Involving the community ensures we have a two-way communication through the process.

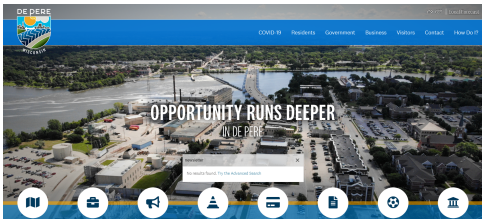
2. COUNCIL MEETINGS

Your community will inevitibly have questions about the how Full Value works. We will attend council meetings to educate your council members arming them with the knowledge they need to explain the revluation assessment process with property owners.

3. NEWSLETTER

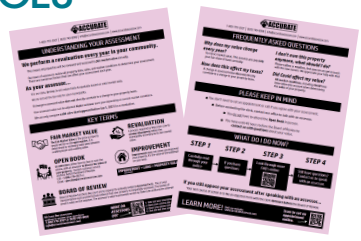
Writing articles that address the assessments, what to expect, and the schedule of social media postings keep your community engaged. We can invite readers to sign up for text alerts or email updates throughout the year.

4. WEBSITE



Updating the City website with a custom video helps explain what a revaluation is and what to expect. We can build links to property record cards and show a timeline for the revaluation. The community utilizes your website as a resource, we serve them best by keeping them up to date.

5. NOTICES



A notice of new value will be mailed to every property owner. Inserted with the notice will be an Understanding Your Assessment information sheet explaining the assessment process with QR codes, links to videos, an online appointment scheduler, and access to our customer service team.

6. OPEN BOOK & BOR

We will offer over the phone Open Book appointments as well as in person options. For in person Open Book property owners will be greeted with a TV slideshow with assessment videos playing. We provide computers for property owners to search for their record cards.

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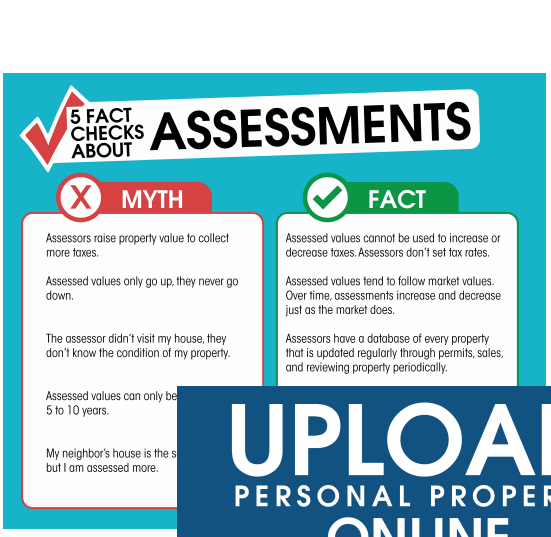
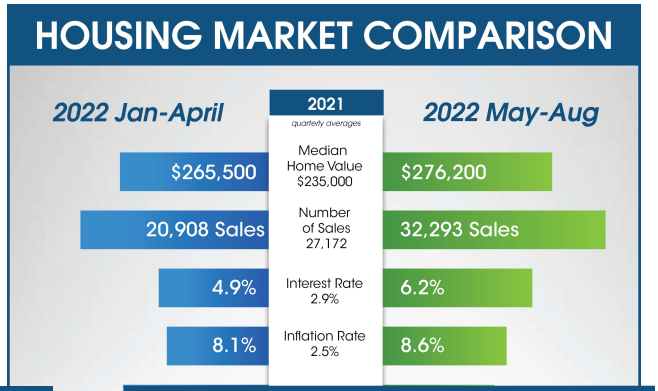
SOCIAL MEDIA

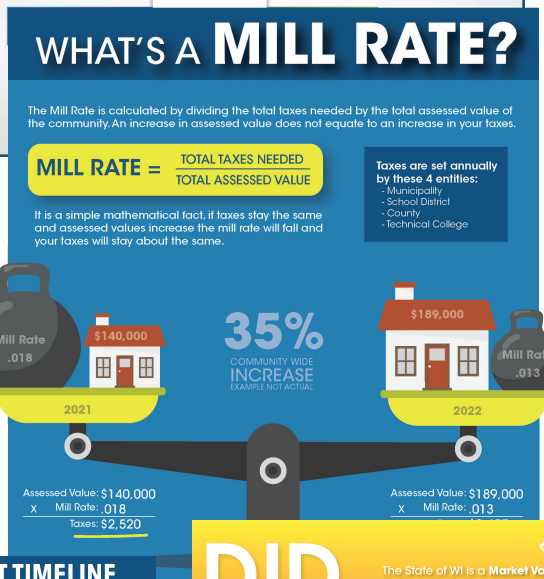
We post content 4 times a week! If you haven't been using our educational content, we highly recommend meeting with our social media team to work on a regular schedule.

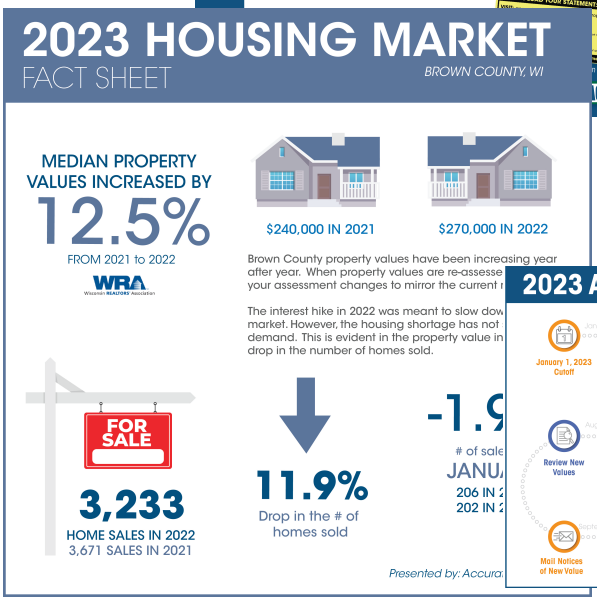
Through **Social Media** we build a positive and informative **two-way communication** with your community. Over 85% of 25-45 year olds use social media, and over 70% over the age of 50 use it daily.

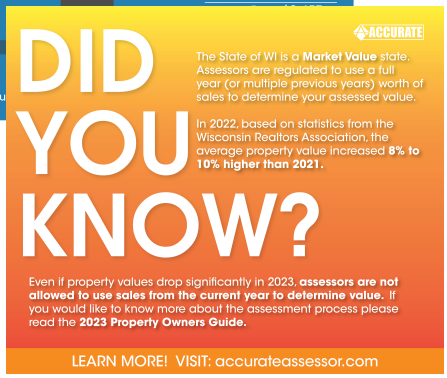
With a simple share you can instantly connect with thousands of property owners to **quell the stigma of taxes and assessed values.** By not involving your community they may feel left out and discouraged about the assessment process. Let us help you with continual education on social media.







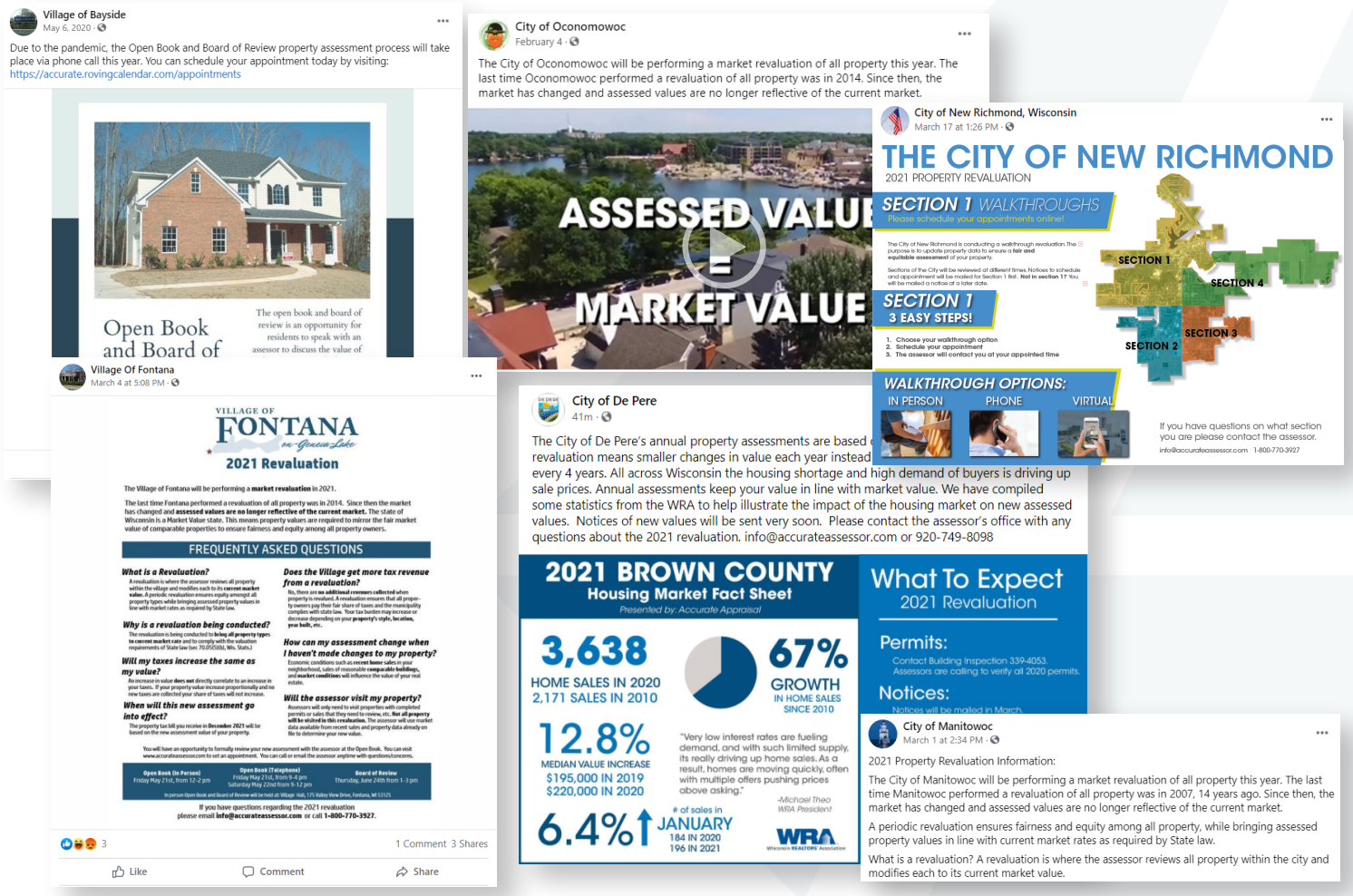




CHECK US OUT ONLINE!

POSITIVE INTERACTION

Through social media we establish an important **two-way communication** with the people in your community. Social media helps us instantly connect with thousands of property owners. We are all aware of the stigma of taxes and assessed values. By not involving your community they feel left out and discouraged about the assessment process. Our transparency ensures they feel like they're infromed about any value changes. Engaging with your community through social media allows us to **inform, educate, and empower** them. Here are just a few examples of how we engage with our current municipalities:



Accurate builds relationships with the community. For example our Personal Property department created an instructional video on our website walking through how to fill out PP statements.

"Just wanted to let you know, I was not looking forward to filling out the form. But the instructional video and the information on your website made the process a lot easier than I thought it would be. Thank you!"

Barr Resort - Kika Barr

Our assessors go above and beyond just valuing property. The classification of land changed for this property owner. We helped him by working with the DOR on properly classifying his land.

"Paul at Accurate was very helpful with my land classification and working with the DOR. He was very gracious and professional through the journey."

Resident - Duane Wagner

OUR COMMITMENT

Accurate has been at the forefront of moving the assessment experience forward. To accomplish this, we are fully **committed to building a culture of assessment knowledge.** Every assessor that works for accurate is required to attend knowledge sessions on each assessment process. Knowledge sessions are established by our senior assessors and encompass each aspect of assessing such as: Ag land calculations, vacant land valuation, roll books, exemptions, board of review and open book, statistics, commercial valuation, and many more.

Additionally, our assessors have book club meetings regularly to read, review, and interpret the WPAM which is our guideline for assessment practices. Spring of 2023, our assessors joined in on the first ever **listening sessions with the DOR to update and bring the WPAM guidelines and statutes into the 21st century. 14 of our assessors attended and led 6 of the round-table discussions** on assessment practices. We shared the experience with our entire team at our weekly Monday Morning Meeting.

Technology allows assessors to be more accurate in our assessments. We have been **working on a project with the WI Department of Revenue (DOR) to standardize the import and export of assessment data files.** Our IT team will continue to work with the DOR on this project to make it easier on municipalities and assessors when collecting and sharing data.

Finally, **we attend conferences annually to connect with clerks, administrators, mayors, etc.** to share ideas and build relationships with those we serve. It's our way to educate municipal officials on the assessment process. **We also enjoy having fun with the municipal officials who do so much for their communities!**

MTA WISCONSIN

LEAGUE OF WISCONSIN MUNICIPALITIES

WAAO
Wisconsin Association of Assessing Officers

WMCA
Wisconsin Municipal Clerks Association

ASSESSMENT TIMELINE

Before January of each year we will sit with you and **discuss the options for open book and board of review dates.** We will work with you to schedule new construction checks, field work, data entry, and the date notices are mailed. Below is a suggested timeline of what happens throughout the assessment process. These dates are for example only.

JANUARY

We start every year by visiting new construction to verify the % completion of new property. Trespass notices are mailed to property owners so they know we will be in the area.

If the property is not complete as of January 1st (each year) we update our records accordingly and flag the parcel/s for a final visit to measure and list the property as complete.

This timeline may change depending on the agreed upon dates for Open Book and Board of Review. We are flexible on the date for Open Book and Board of Review that works best for you.

February

New construction field checks are reviewed and verified by our office. Sales, permits, exemptions and any other assessment related data is updated in our records.

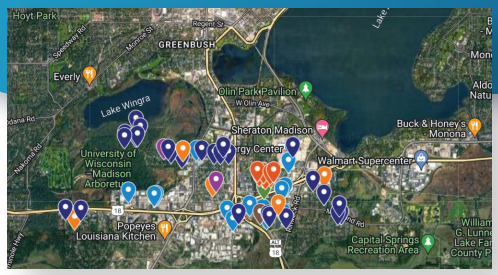
Initial DOR equalized values are reviewed.

During the market update - education is implemented through social media, newsletters, and custom content.

March

Properties are sorted and mapped for field inspections based on permits, sales, inspection requests, etc. Assessors update data on premise with their laptops.

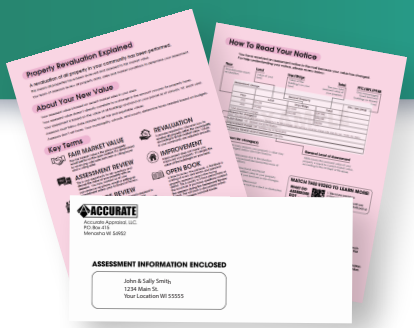
Initial market statistics from recent sales are calculated. Properties are segmented into neighborhoods to compare market values of like/similar property.



April

Initial values are forecasted. Value checks are performed and revisions are made. Our import/export team works with the county to verify assessment and mailing data. Initial statutory board meeting must be held if needed.

Notices are printed and mailed. Every notice includes an educational insert with links to videos and FAQ's. Rolls are posted online.



May-June

The assessment review period starts. Property owners can contact Accurate by phone, email, or online appointment. The open book period begins the day they receive their notice up to 7 days before board of review begins.

Final rolls are verified with the county and prepared for Board of Review. The assessor signs the final roll.

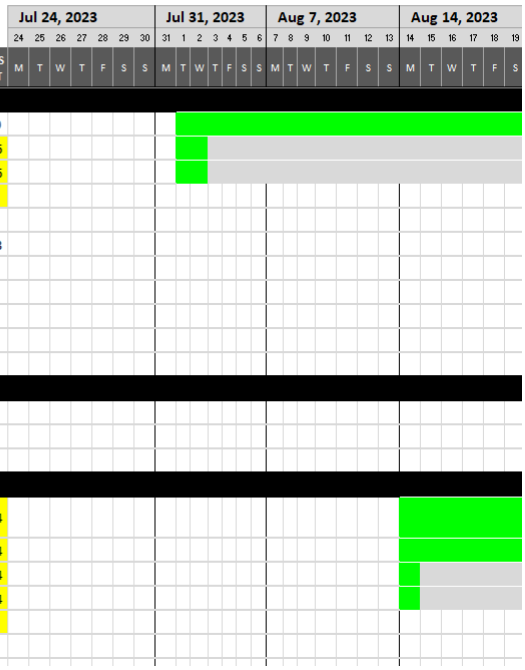
WORKLOAD

On a regular basis Shanda will meet with your team to go over accountability for our assessment team. **There will be a standard agenda to ensure open communication and that all metrics are being followed.** Below is an example of a progress report that will be created to ensure you know the progress of current processes.

City of Kenosha Interim Market Update (2024)

Project Start: Mon, 7/24/2023
Display Week: 1

TASK	ASSIGNED TO	PROGRESS	START	END	TOTAL DAYS	DAYS LEFT
Education / Publication						
Prep and share Education Plan	Chris	100%	8/1/23	8/30/23	30	-19
Update website - Add video	Chris	1%	8/1/23	4/1/24	245	196
Create content on current Res Market	Chris	1%	8/1/23	4/1/24	245	196
Initiate education through all forms of communication	Chris	1%	9/1/23	9/30/23	30	12
Mill Rate Education with Tax Bill (if allowed)		100%	11/1/23	12/31/23	61	61
Prepare notice letter and insert for 2024 market update (if allowed)		1%	11/1/23	4/1/24	153	153
Connect Accurate's Facebook to Kenosha website		1%	1/1/24	1/15/24	15	15
Send Mailer		1%	1/15/24	4/1/24	78	78
Use all avenues of Education		1%	2/1/24	4/1/24	61	61
Additional education on the BOA and BOR		1%	5/1/24	5/31/24	31	31
Data Transfer & Analysis						
Data Transfer		1%	1/1/24	1/15/24	15	15
Code Table Data Reviews & Return		1%	1/1/24	3/10/24	70	70
Fieldwork (Permits & New Construction)						
Permit Reviews (Verify permits (occ) and what our next step is, actionable or non-actionable)(Value partial Construction)		5%	8/14/23	12/31/23	140	104
Commercial Permit Value (Permits completed after 1/1/23 (value them))		5%	8/14/23	12/31/23	140	104
New Construction Checks		1%	8/14/23	12/31/23	140	104
New Construction Alterations/Progress		1%	8/14/23	12/31/23	140	104
Ag Checks (Kenosha mails letter, Lori onsite visit)		10%	9/8/23	9/29/23	22	11
Ag Checks (Kenosha 2nd letter, data update)		10%	10/1/23	11/15/23	46	46



Additional meetings will be held throughout the year. Four main annual meetings will cover:

Kick-Off Meeting:

Setting the Open Book and Board dates, education plan with reminders, reviewing the notice letter, preparing the timeline for assessments, compare permits to make sure we have all of them.

Pre Open Book Meeting:

Preparing your board with educational materials they need, reviewing the assessment rolls with the clerk, reminders about when to send out education.

Pre Board of Review Meeting:

Cover the expectations at the BOR, go over all objections to ensure we have all of them, reminder to set meeting after board ensuring the manufacturing values are in the roll for export to LaCrosse county.

End of the Year Wrap Up:

What went well, what needs to be addressed, prep for late fall field work, prepare for the next assessment year.

SERVICE OPTIONS

The service options below are reflective of our all-inclusive services. **There will never be an additional invoice for any reason.** You may retain 10% of the total fee subject to delivery of certified tax roll.

3 YEAR FULL VALUE MAINTENANCE

	2026	2027	2028	Total
Assessor Services	Market Update	Market Update	Market Update	Total
Service Cost	$76,800	$76,800	$76,800	$230,400
Annual Amortized Price	**$76,800**	**$76,800**	**$76,800**	**$230,400**

4 YEAR ALTERNATING 2027, 2029 Market Update

	2026	2027	2028	2029	Total
Assessor Services	Maintenance	Market Update	Maintenance	Market Update	Total
Service Cost	$36,000	$76,800	$36,000	$76,800	$225,600
Annual Amortized Price	**$56,400**	**$56,400**	**$56,400**	**$56,400**	**$225,600**

5 YEAR FULL VALUE MAINTENANCE

	2026	2027	2028	2029	2030	Total
Assessor Services	Market Update	Market Update	Market Update	Market Update	Market Update	Total
Service Cost	$76,800	$76,800	$76,800	$76,800	$76,800	$384,000
Annual Amortized Price	**$76,800**	**$76,800**	**$76,800**	**$76,800**	**$76,800**	**$384,000**

Maintenance:
We will inspect all permits, new construction and any demolitions. Every sale will be entered and reviewed. If there are changes to condition or missing information we will update the data to reflect. Any request for inspection from your community will also be visited during a maintenance year.

Market Update:
We will conduct the same services as in a maintenance year. On top of our maintenance services every year we will break down each property by neighborhood, style, age, location etc. Each will be evaluated and re-assessed to its new fair market value. A notice of new value will be mailed to the property owner. It is important to maintain a schedule of social media education to ensure your community understands how the assessment process works.

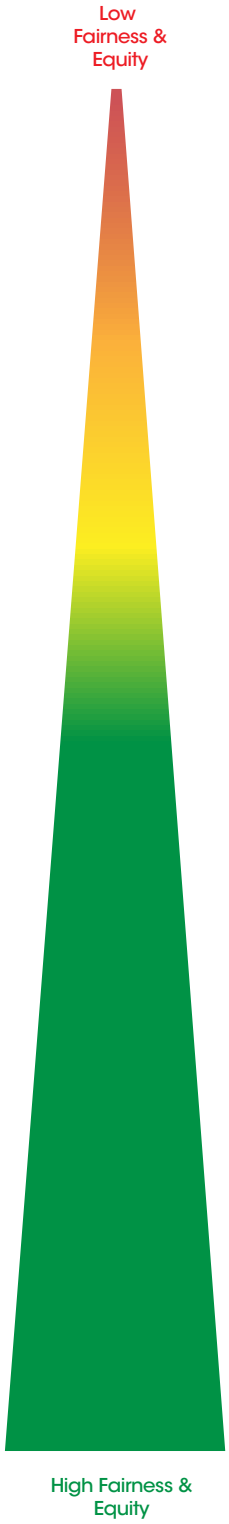
ALL INCLUSIVE SERVICES

- **FREE** Web Data Access
- **CUSTOM** Community Education
- **LIVE** Customer Service
- **ZERO** Cost to Convert Assessment Data

Would you like to see additional options?
We will work with you to customize any assessment plan to fit your community's needs.

ACCURATE

SERVICE DEFINITIONS



MAINTENANCE

We physically view any property that has changed from the previous year. This includes all new construction, property splits, and properties that have been issued a building permit, etc. Maintenance keeps property values stagant and creates inequities each year you remain in a maintenance cycle

BLEND

Blending years of maintenance with a market revaluation creates a budget friendly option to spread the cost of a market update over the life of the contract. Using this process you could potentially bounce in and out of compliance.

REVALUATION

The purpose of a 1 year city-wide revaluation is to bring all real estate values to 100% market value. This can be done by physically inspecting all of the properties, or partial inspections over multiple years. Waiting multiple years between revaluations causes large increases or decreases in values. Fariness and equity is only high during the year the revaluation takes place, years of maintenance start the cycle over again.

FULL VALUE MAINTENANCE

We pioneered the process of Full Value Maintenance. Our proprietary service aggressively maintains 100% market value by performing annual market revaluations. This ensures every property owner is paying only their fair share of taxes on an annual basis and prevents large value adjustments while producing the most fair and equitable value.

REFERENCES

DE PERE

*We are proud to have featured you as a reference in several of our proposals, and we greatly value your continued support and partnership

Accurate Appraisal has served as the statutory assessor for the City of De Pere since 2005. In 2018, the City decided to adopt their annual Full Value Maintenance program. This transition has been beneficial to the City, because market trends over the past few years would have otherwise forced another city-wide revaluation. It also makes budget planning easier by supplying consistent information year-to-year. Our account manager at Accurate is extremely knowledgeable, and has always been responsive to our questions and needs. Accurate's proactive public relations campaign, which provides social media posts and additional website content, has been very helpful in communicating with and educating our citizens.

Carey Danen
CLERK/TREASURER
www.deperewi.gov
cdanen@mail.de-pere.org
(920) 339-4072 ext 1355

GREENVILLE

We have worked with Accurate over the last three years, who performed a total revaluation of our municipality. Their leadership in the industry is one of the reasons why we chose Accurate as our Assessor. Their friendly, reliable service is why we continue to utilize Accurate. Timely, professional response has been appreciated and we trust them to serve our residents with dependable service and fair assessments.

Wendy Helgeson
CLERK
www.townofgreenville.com
whelgeson@greenvillewi.gov
(920) 757-5151 ext 1100

FOX CROSSING
BRIDGING THE FOX CITIES

Accurate Appraisal has professionally served as the Assessor for the Village of Fox Crossing since 2015. Over the past several years, Accurate Appraisal expertly conducted a full revaluation of the Village in 2017, and has maintained the Village at full value since 2019.A full value contract with Accurate Appraisal has provided a tremendous benefit to Fox Crossing. With the large increase in property values over the past few years, having the Village's assessed value grow incrementally over the past several years rather than a large increase in value in one year, is much easier to explain to Village residents. Accurate Appraisal has been a great partner with Fox Crossing in managing the difficult task of assessing.

Jeffrey S. Sturgell
Village Manager
www.fccommunity.com
JSturgell@foxcrossingwi.gov
(920) 720-7101

CITY OF NEW RICHMOND
THE CITY BEAUTIFUL

It is with enthusiasm that I recommend Accurate Appraisal, LLC. We could not have asked for a better partner to go through a full revaluation with this year. Their depth of experience allows them to handle even the most complicated of situations and their professionalism is obvious to our team, but more importantly to our residents. A revaluation is a big deal to a community, but doesn't have to be strain on City Staff - Accurate will get you through every step.

Michelle Scanlin
CLERK
www.newrichmondwi.gov
mscanlan@newrichmondwi.gov
(715) 246-4268

THE CITY of Altoona

Cindy Bauer
CLERK
www.ci.altoona.wi.us
cindyb@ci.altoona.wi.us
(715) 839-6092

ACCURATE

Insurance & Legal

Insurance Providers and Legal History Statement

Over the past three (3) years, Accurate Appraisal, LLC has held commercial liability insurance policies with the following insurance providers:

Houston Casualty Company
13403 Northwest Freeway
Houston, TX 77040

West Bend Mutual Insurance Company
1900 South 18th Avenue
West Bend, WI 53095

With regard to claims activity:

Houston Casualty Company is currently representing Accurate Appraisal in ongoing litigation involving the City of Franklin. This matter is pending, and no judgment has been entered.

Legal Actions:

Apart from the ongoing Franklin case mentioned above, Accurate Appraisal has not been a party to any other legal actions related to our appraisal projects in the past five (5) years. There have been no judgments entered against Accurate Appraisal in relation to any of our services.

Defaults and Non-Conformance:

Accurate Appraisal has never been declared in default, issued a non-conformance notice, or terminated for cause with respect to any of our services.

Government Contract Participation:

At no point in the past five (5) years has Accurate Appraisal or any of our sub-consultants been suspended from bidding on or entering into any government contracts.

Additional Information:

Accurate Appraisal works closely with the Wisconsin Department of Revenue (DOR) through its annual assessment review process. We have developed and maintained a strong, collaborative relationship with the DOR and are committed to upholding the highest standards of accuracy, transparency, and regulatory compliance in all our work

OUR CORE VALUES

We strive to always put others first and maintain transparency about our assessment process. The values we believe in are not just empty statements. The words were carefully selected, not by the owners but by the employees of Accurate. Our core values express who we are as a company, as your assessors, and how we treat each other.

WE ARE FAMILY

We have an unwavering loyalty to each other and our customers. We Respect & Encourage each other and appreciate uniqueness. We value and support each other's health, safety and work/life balance.

ALWAYS TRANSPARENT

We are Open & Honest in ALL interactions, sharing our data, processes, information, mistakes, and victories. We hold each other accountable. Our availability to our customers and family members is abundant.

EMBRACE GROWTH & INNOVATION

We are comfortable being uncomfortable while striving to get better every day. We foster and enhance customer relationships while seeking to learn and develop. We offer to teach and mentor customers and family members.

BE ADMIRABLE

We guard our integrity by doing the right thing-ALWAYS. We strive for quality and precision in our work, our products, and our services. We act like owners and honor our word and commitments. We choose candor, respect, and kindness.

WE ARE A BOATLOAD OF FUN!

Positivity is our attitude of choice. We have infectious spirits bringing enthusiasm and excitement to all we do. We are passionate and value diversity and inclusion. There's no reason too small to celebrate.

ACCURATE

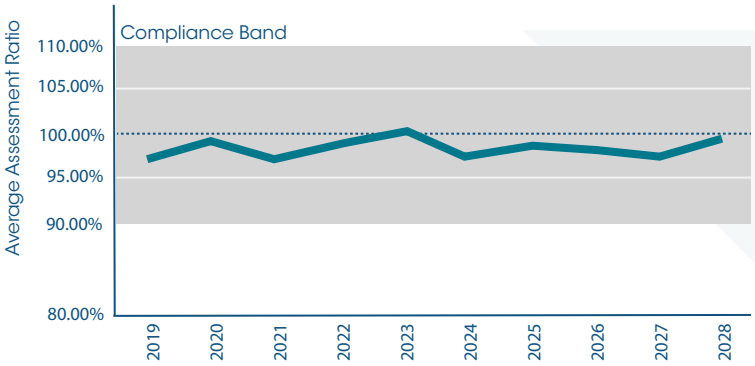
SUMMARY

Thanks again for taking the time to review our proposal. We have enjoyed working with the City of De Pere over the last 17 years. We look forward to building an even stronger relationship with you and your community over the next 3 to 5 years. We will work together to build a progressive public education plan. Our Transparency will put your community first, keeping them involved in the assessment process. Our team of assessors will be responsive to your needs and offer the best customer service to your community.

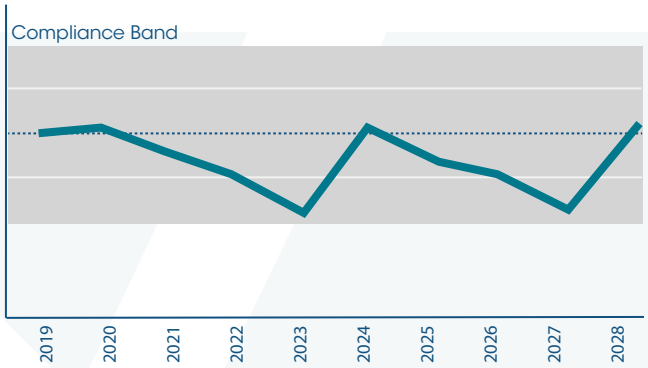
In the RFP you expressed to us that the assessor is to maintain 100% market value annually on all taxable property if you continue with Full Value Maintenance. With our Full Value Maintenance program, we perform yearly revaluations to ensure fairness and equity among all property owners. Our recommendation would be to continue with Full Value Maintenance services.

The term Full Value does not mean simply staying in compliance. In order to maintain 100% market value annually a yearly revaluation should be performed. You can see the difference of Full Value and staying in compliance in the graphs below. Every year a revaluation is not completed assessed values are no longer in line with the states equalized values. This means ratios are above or below 100% until the next revaluation is performed.

Full Value



Cyclical Revaluations



Based on the current market forecasts and trends from the last 5 years of market sales data.

We have 17 years of experience in De Pere and over 20 years of experience with similar sized cities. We are not the standard 'cookie cutter' assessment firm that tells you how you should assess the City of De Pere. We will collaborate with you to adapt to the needs of your ommunity so we can give you the best services tailored to fit your every property owner.

Transparency between the property owners, the City of De Pere and the assessor is paramount to build a successful assessment program.

It has been an absolute honor to serve the City of De Pere over the past 17 years. We've truly valued every moment and every connection made along the way. We sincerely hope to continue this trusted partnership and remain your Assessors for many years to come.

FORWARD APPRAISAL

PROPOSAL FOR ASSESSMENT SERVICES

City of De Pere, WI

Forward Appraisal LLC
P.O. Box 13434
Green Bay, WI 54307

Submitted:
May 30th, 2025

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From: Forward Appraisal, LLC
P.O. Box 13434
Green Bay, WI 54307

To: City Clerk Carey Danen
City of De Pere
335 S Broadway
De Pere, WI 54115

I'd like to begin by thanking you for considering us for this opportunity. The City of De Pere is like a second home to us, as we live and work in the Green Bay area. It is exciting to see all the development occurring each year on both the east and west side of the river.

Our company, which is based in Green Bay, has extensive assessment experience and has been contracted to perform commercial and residential assessments and revaluations throughout the state of Wisconsin. Our work has included reviewing and valuing commercial and residential properties, supporting the use of CAMA software Market Drive, designing custom database queries, submitting state-required reports, coordinating with other City departments, and other work functions of the Assessor's office.

Our goal is to educate and bring an understanding of the appraisal process to our clientele. This philosophy makes our job easier and makes for a more confident experience for the property owners and City officials. This confidence is built by having accurate and current information while maintaining solid business relationships with the community and City staff.

I look forward to meeting you to further discuss the City's assessment needs. I'm available any time to answer questions. Thank you for your consideration.

Sincerely,

Nichole J. Tesch – Assessor II & III
nichole@forwardappraisal.com
608-444-6216

Qualifications and Capabilities

A. Experience

In 2006, after more than a decade in the appraisal business, Forward Appraisal was created to meet the demand for a more customized service for municipalities and statutory Assessors. By contracting specific assessment needs, Forward Appraisal has been able to focus and specialize in meeting the needs of each individual Assessor or Municipality.

Forward Appraisal is a locally owned, Wisconsin-based company offering valuation and assessment services for communities throughout Wisconsin. Our background includes the valuation of residential, commercial and agricultural property using CAMA systems such as CLT, Market Drive, GVS, and Marshall & Swift. We provide the following assessment services:

- Full statutory assessment services
- Annual maintenance of all property classes (building permits, property splits, new deeds, owner requested reviews, exemption requests, photographs, and sketching)
- Valuation of exempt properties
- Analysis of commercial income and expense data
- Defense of property values for Open Book, Board of Review, and 70.85 hearings
- Consulting
- Sales Analysis – Reviews and modeling
- Revaluations

Forward Appraisal has been providing assessment services for the City of Green Bay Assessor's Office for the past twenty years; we recently worked with the Assessor's office to complete a city-wide revaluation in 2022. Additionally, Forward Appraisal has recent experience following Accurate Assessor: in 2024, we replaced Accurate in the City of Franklin and successfully completed a city-wide Interim Market Update.

In many of our municipalities, Forward Appraisal has been responsible for converting data from a prior assessor's CAMA software/vendor into the Market Drive software we use. We've converted from GVS (Stevens Point), CLT (Green Bay), Prolorem (Franklin), and more.

Municipality:	City of Green Bay
Population:	107,395
2024 Equalized Value:	$10,834,009,900
Total Parcel Count:	33,393
Statutory Assessor:	No
Maintenance Services:	Commercial (2005-present)
Revaluation Services:	Commercial and Residential (2022)
Evidence of Accuracy:	Compliance achieved through successful revaluation, maintenance work completed with no ongoing objections by property owners or Department of Revenue.

Municipality:	City of Franklin
Population:	36,816
2024 Equalized Value:	$6,486,517,200
Total Parcel Count:	7,515
Statutory Assessor:	Yes
Maintenance Services:	Commercial and Residential (2024-present)
Revaluation Services:	Commercial and Residential (2024)
Evidence of Accuracy:	Compliance achieved through successful revaluation, maintenance work completed with no ongoing objections by property owners or Department of Revenue.

Municipality:	City of Stevens Point
Population:	25,666
2024 Equalized Value:	$2,861,259,100
Total Parcel Count:	8,336
Statutory Assessor:	Yes
Maintenance Services:	Commercial and Residential (2013-present)
Revaluation Services:	Commercial and Residential (2017, 2023)
Evidence of Accuracy:	Compliance achieved through successful revaluation, maintenance work completed with no ongoing objections by property owners or Department of Revenue.

Municipality:	City of La Crosse
Population:	52,680
2024 Equalized Value:	$5,638,471,900
Total Parcel Count:	15,864
Statutory Assessor:	No
Maintenance Services:	Commercial (2022-2024)
Revaluation Services:	Commercial (2022)
Evidence of Accuracy:	Compliance achieved through successful revaluation, maintenance work completed with no ongoing objections by property owners or Department of Revenue.

B. Personnel and Staff Organization (sub-items B, C, & D)

Staff Organization Chart (sub-item C):

Steven J Shepro, Owner/Assessor
Commercial and Residential Appraiser
Certified Assessor II; first licensed 1993

Nichole J Tesch, Assessor
Commercial and Residential Appraiser
Certified Assessor II & III; first licensed 2007

Scott D Alvey, Assessor
Commercial and Residential Appraiser
Certified Assessor II; first licensed 2017

Beth I Polacek, Appraiser
Residential Appraiser and Administrative
Certified Assessor II; first licensed 2021

Sandy L Kratzke, Appraiser
Remote Administrative Support
Certified Assessor I; first licensed 2000

Key Individuals (sub-item C):

Nichole and Scott live and work in the Green Bay area; Nichole and Scott will be responsible for the City of De Pere assessment services, with ad hoc support from Sandy, Steve, and Beth as needed. Nichole and Scott will attend the proposed interview (sub-item D).

Qualifications of Key Personnel (sub-item B):

Nichole and Scott are the contracted commercial appraisers for the City of Green Bay and the statutory assessors for the City of Franklin; Nichole and Scott were responsible for the 2022 commercial and residential revaluation for the City of Green Bay.

Nichole and Scott have reviewed and made exemption determinations in the City of Franklin and supported the City of Green Bay Assessor on exemption determinations. That said, Forward Appraisal works as a team to review and make determinations on exemption requests for our municipalities.

In addition to being wholly responsible for Green Bay and Franklin revaluations, Nichole and Scott supported the modeling and valuation processes for all revaluations that the company has completed. This includes the revaluations listed on the prior page, along with smaller municipalities including the City of Wisconsin Rapids, the City of Marshfield, and the Town of Coloma.

NICHOLE J. TESCH

EDUCATION

2003-2007 University of Wisconsin – Green Bay Green Bay, WI
Bachelor's Degree in Business Administration, Emphasis in Marketing

Spanish Minor

International Studies Certificate

- Graduated Cum Laude

QUALIFICATIONS

Certified Assessor II and Assessor III by the Wisconsin Department of Revenue
Active member of the Wisconsin Association of Assessing Officers

EXPERIENCE

2007 – Current Forward Appraisal, LLC Green Bay, WI

Assessor and Technical Support

- Valuation of residential, commercial, personal and mobile home properties.
- Planning and implementation of several data conversions from various CAMA systems.
- Development of Microsoft Access custom queries and reports for the purposes of defending value, internal statistical analysis, and providing information to other departments.
- Organization, preparation and presentation of documents presented at Board of Review.
- Preparation of materials for valuation estimates and progress reports to various City departments.
- Statistical analysis of annual sales ratio studies and review of sales studies conducted by the Department of Revenue.
- Completion of Department of Revenue required reports; including the Annual Assessor's Report, Municipal Assessment Report, TID Assessment Report and Exempt Computer Report

2007 – Ongoing Bowmar Appraisal, Inc. Appleton, WI

Administrative Assistant

- Prepare reports for Board of Review cases
- Input and sketch residential properties using Market Drive
- Create spreadsheets for commercial property changes in each municipality
- Extract data from Market Drive to import and organize into a workable database

RELATED SKILLS

Advanced knowledge of Microsoft Excel, Access, Word, and PowerPoint

Experienced utilizing CAMA Software CLT, Market Drive, and GVS

Specialized in Market Drive import specification writing, custom query writing, valuation modeling and troubleshooting

SCOTT D. ALVEY

EDUCATION

2012-2014 University of Wisconsin – Green Bay Green Bay, WI
Bachelor's Degree in Mathematics
Minor in Human Development
Minor in Spanish

QUALIFICATIONS

Certified Assessor II by the Wisconsin Department of Revenue
Active member of the Wisconsin Association of Assessing Officers (WAAO)
Active member of the WAAO Education Committee

EXPERIENCE

2017 – Current Forward Appraisal, LLC Green Bay, WI
Assessor and Technology Manager

- Valuation of residential, commercial, personal and mobile home properties
- Planning and implementation of data conversion
- Organization, preparation and presentation of documents presented at Board of Review.
- Management of technology infrastructure including server and VPN functions
- Preparation of materials to assist in the presentation of progress reports to various City offices
- Assistance in organization and analysis of annual sales ratio studies and review of sales studies conducted by the Department of Revenue
- Assistance with Department of Revenue required reports including the Municipal Assessment Report (MAR)

2015 - 2017 Shopko Green Bay, WI
Category Assistant, Operations Supervisor

- Analyze daily, weekly, monthly sales metrics
- Create spreadsheets to track merchandise movement, orders, and data flow
- Preparation of reports for executive meetings
- Communicate with vendors, stores, and technical support teams
- General category management and upkeep
- As Operations Supervisor, supervise up to ten people on a given day

RELATED SKILLS

Advanced knowledge of Microsoft Excel, Access, Word, Outlook, and PowerPoint

Experience utilizing CAMA software (CLT and Market Drive) and sketching programs (RapidSketch, Apex, AutoCAD, Revit)

Specialized in report generation and mathematical analysis of same

Interpersonal (soft) skills from a history of sports (competing and coaching), volunteer positions, and previous customer service and supervisory roles

Understanding and Approach

A. Project Opportunities and Challenges

The City of De Pere, as a well-developed suburb of Green Bay, has experienced property value growth consistent with what we've witnessed around the state. As outlined in the City of De Pere's 2023 Housing Affordability Report, single-family housing market trends show the average sale price of $338,944 and time on market of 3 months, which is comparable to the single-family housing market trends in Brown County overall.

Unlike a decade ago, when property values saw modest increases of 2-3% annually, we've seen property values climb 8-10% per year or more for the last few years. The result has been a steady increase in demand to complete revaluations on a more frequent basis. We emphasize that, with more frequent revaluations, municipalities must also be willing to revalue in a declining market. As such, we tend to recommend the approach of reliable cyclical revaluations. This cyclical approach allows us to respond to the market smoothly and holistically, rather than immediate reactions up or down to any given year's sales.

Based on prior conversion experience, there is a fair amount of data cleanup that will need to occur to ensure reliable information from which to model new cost tables. This includes the following tasks:

1. Initiate the conversion process with Market Drive support or third-party programmer to convert all data into Market Drive CAMA software format
2. Ensure all buildings have vector sketches (using the Apex sketching program) and use area calculations from those sketches to update all areas in each property's records
   Sketches will be vectorized in an ongoing process, not all in one year. Records are assumed to be correct until resketched or discovered otherwise.
3. Review and correct all items on the Assessment Roll Audit Report
   This Market Drive report identifies errors such as ranch homes with second floor square footage, homes with rec rooms listed but no basement square footage, commercial buildings with mis-matched occupancies, etc.
4. Review and correct all items on the Incomplete Records Report
   This Market Drive report identifies properties that are missing data required to generate a value, as well as properties that are missing electronic sketches and digital photos
5. Review all assessment "neighborhood" boundaries and ensure all parcels are correctly assigned
   Given the City of De Pere's 64 current assessment neighborhoods, it's likely that neighborhood delineations are too narrow. In Green Bay, we analyzed and delineated about 25 neighborhoods; Franklin only needed 15.
6. Compare and correct acreage differences between the County and Market Drive
7. Assign all land an appropriate and consistent unit of measure

Further, detailed analysis of sales data is the foundation for establishing models that produce market values. Generally, much of this work is done by the Assessor each year when reviewing the validity of sales; since we will be working with converted data, auditing will be necessary to make sure the sales being used for modeling are listed properly within the program:

1. Review of land sales from prior 5 years, or as deemed relevant
2. Review of improved sales from prior 2 years, or as deemed relevant

These sale reviews will be based on the prior assessor's validation, with a once-over for confirmation.

Based on our experience, we recommend an initial three-year term for the transition between assessment firms. This begins with a market interim update (revaluation) for assessment year 2026 as described in the City's Request for Proposal under Scope of Work (Page 3) and any services outlined in the Wisconsin Property Assessment Manual as part of a market interim revaluation. For 2027 and 2028, we recommend maintenance years to attain record accuracy and verification of sales data for modeling purposes.

After the initial onboarding triennial, we recommend continuing that same triennial cycle. Alternatively, we would welcome other preferred scheduling as desired by the City.

B. Approach

Forward Appraisal shall comply with and complete all required services listed under Scope of Work, Items 4a through 4y.

Detailed Scope of Services – Every Year

The following is a list of tasks that will be performed annually, whether the year is a designated maintenance or revaluation year:

1. Field review and assess all properties that were under partial construction as of January 1st of the previous year
2. Field review and assess new construction as of January 1st of the current year
3. Perform interior inspections on all newly constructed homes, partially constructed homes from the previous year, and any interior remodeling including kitchen, bath, basement remodeling, and additions as allowed
4. Field visit and measure all properties with building permits for exterior remodeling and for detached buildings and decks, and other miscellaneous permits
5. Mail surveys to buyers and sellers of any properties which have sold for indication of sale validity (nature of the openness of transaction, impact of non-real estate considerations on price, etc.)
6. Field review as necessary and allowed properties which have sold and properties for which no building permit has been issued
7. Account for all buildings destroyed or demolished
8. Provide projected assessed values for potential development projects at the request of the Development Services Director
9. Coordinate with City staff for an annual meeting to discuss the previous year's development projects and building permit data
10. Determine the fair market value of mobile home units in the municipality subject to the monthly municipal permit fee, in accordance with State Statute 66.0435
11. Implement use value assessments of agricultural lands per specifications set forth by the Wisconsin Department of Revenue
12. Create, print, and mail State-approved Notices of Changed Assessment to property owners and others as required by State Statutes

13. Conduct Open Book sessions in accordance with Wisconsin State Statutes; prepare a written statement regarding Open Book dates, times, and instructions on how to set up an appointment for an Open Book session at least fifteen (15) days prior to the first Open Book session
14. Prepare for the annual Board of Review hearing proceedings as required by State Statutes prior to the deadline each year; work with the City Clerk to arrange for the hearings
15. Provide digital photographs and data for comparable properties so that the Board and the petitioner have evidence of comparability
16. Attend the Board of Review hearing(s), serve as City staff at the hearing(s) and defend the valuations and work products; promptly and adequately follow up and respond to any appeals made at the Board of Review hearing, incorporating assessment modifications as approved
17. Be available for any Circuit Court proceedings that may result from appeals or other assessment-related matters
18. Provide all assessment data to Brown County's Real Property Listing office to facilitate the digital and manual transfer of data and values and to ensure that the County's assessment roll is balanced. A printed or digital copy of the assessment roll will be provided to the City.
19. Complete Municipal Assessment Report: provide the Wisconsin Department of Revenue (WI DOR) with both preliminary and final reports of assessed valuations after the Board of Review meeting; provide WI DOR with assessments for all TIF districts by the prescribed deadlines
20. Place detailed property assessment records with images and full parcel information on the internet with free access to the public and the City. This will be accomplished through a combination of the City's existing online resources and Market Drive. Property record cards will be updated annually.
21. Provide the City with the unlocked, freely accessible Data Warehouse and full database backup at least once annually, and as requested; export PDF property cards as requested

Detailed Scope of Services – Interim Market Update

In addition to the tasks above, any year in which we perform an Interim Market Update (revaluation) will also include the following tasks:

1. Review and confirm all neighborhood delineations, making modifications if necessary; all modifications will be supported and followed up with a new boundary map, which will be given to GIS maintenance staff to create a new neighborhood map
2. Research and review all valid land sales for the purpose of establishing land values
3. Land models will be created based on valid vacant land sales, and improved sales using the abstraction method where necessary; this will include commercial, residential, and other land not subject to use-value rates. Unique lots (irregular shape, access, contamination etc.) will be identified and adjusted appropriately—any land adjustments on individual properties will be systematic in nature and detailed for clarity
    a. Land models will use common units of measure (square foot, acre, front foot, etc.); no land will be "site valued" or "gross valued"
    b. Land models will be set up for each neighborhood
    c. Unique land circumstances will be identified by GIS review and proper adjustments made for items such as size, shape, location, contamination etc.
    d. All exempt properties will be assigned to an appropriate neighborhood so market value for land can be estimated when requested

e. Test land models for accuracy
4. Research and review all valid improved sales for the purpose of establishing improvement values
5. Establish new models in Market Drive for valuing all improvements—this will include commercial, residential, agricultural, and any other non-manufacturing taxable improvements
    a. Residential improvements will be valued using Wisconsin Property Assessment Manual Volume II with modifications made to reflect local market conditions identified through the following studies:
        i. Analysis of new construction costs and new home sales to determine local modifier
        ii. Analysis of depreciation based on sales studies
        iii. Analysis of necessary market modifiers for residential components (style, interior and exterior ratings, basement egress, etc.) using regression techniques
    b. Commercial improvements will be valued using the Marshall & Swift Cost Manual with modifications made to reflect local market conditions identified through the following studies:
        i. Analysis of new construction costs and sales to determine local modifier
        ii. Distribution, collection, and analysis of custom Commercial Income and Expense surveys to build a thoroughly supported Income Valuation Model; we will supplement with CoStar data should the surveys be incomplete
        iii. Identify custom market adjustments for commercial property types based on sales data
    c. Test improvement models for accuracy
6. Adjust models based upon observations in the field and any new verifiable sales
7. Review final new values and amounts of change, paying special attention to atypical or very large percentage changes

C. Value Added Services

Forward Appraisal creates and provides an annual assessment summary to municipalities. This report summarizes the work completed each assessment cycle. It also illustrates the state of assessments relative to the market. Additionally, we summarize and explain reports that are published by the Wisconsin Department of Revenue and how they relate to assessments and the municipality.

We will work to digitize any remaining paper records.

Market value estimates of exempt properties can be provided as needed.

Communication with property owners via phone and email will be seamlessly integrated with the city's existing infrastructure.

Project Timeline

Overview of Resources

Below is a summary of current contracts and their maintenance and revaluation schedules. Typically, we try to limit our revaluations to no more than 3 in any given assessment cycle. This ensures that we have enough staff available to assist in all areas and continue to deliver responsive and quality maintenance services throughout the year.

Municipality	2026	2027	2028
Green Bay	Maintenance	Revaluation	Maintenance
Stevens Point	Maintenance	Revaluation	Maintenance
Wisconsin Rapids	Maintenance	Maintenance	Revaluation
Marshfield	Maintenance	*Likely Maintenance*	*Likely Revaluation*
Franklin	Maintenance	*Likely Revaluation*	*Likely Maintenance*
Nekoosa	Revaluation	Maintenance	Maintenance
Coloma	Maintenance	Maintenance	Maintenance

Our work is a team effort and staff are cross trained to be able to do nearly every part of the assessment process. While we do assign personnel to specific municipalities, we all support the work required to complete each assessment roll.

Annual Schedules

The following is a timetable for the completion of each element in the scope of work for Year One:

October 1, 2025	Onboarding □ Draft and publish online introductory letter to property owners □ Receive database from prior assessor (sooner if possible) □ Initial set-up of software and deliver database to developer to begin conversion (estimated 6-8 weeks for conversion delivery) □ Request test building permit data file and build import specification file to electronically import all permit data □ Import all sales data from the Wisconsin Department of Revenue PAD system □ Gather all data and review for carry-over reminders and partially completed construction from prior assessor □ Send Buyer/Seller Surveys of all sales occurring in 2025 (year to date) □ Send Income and Expense Surveys to all commercial properties □ Begin sketching all properties to convert to vector-based Revaluation Work □ Review GIS mapping, school districts, water and sewer services, amenities etc. to delineate appropriate neighborhoods for residential and commercial properties □ Establish Land Models □ Establish Residential Improvement Models □ Establish Commercial Improvement Models

December 1, 2025	Maintenance Work □ Begin field work to determine status of all permitted work (partial complete from prior year, new for this year, unpermitted work found during sale review process) □ Send letters requesting full inspection of sales requiring further review □ Gather data on all mobile homes through site visit □ List and value all mobile homes at full value, review lottery credit status, and provide fee schedule to City by January 10th
January – March	Maintenance Work □ List and value all changes from properties fielded □ Research and value all changes from properties where entrance was refused, or no response was received □ Submit all sales validation data to the Department of Revenue □ Update Use Value rates from the Department of Revenue □ Download starting work roll from the County □ Process and track all splits, combinations and changes in legal description or acreage □ Perform stratification of residential and/or commercial sales to provide additional feedback to the Department of Revenue □ Review Manufacturing Notification Roll to ensure no parcels are double assessed or missed □ Review any new exemption request PR-230 forms Revaluation Work □ Valuation Modeling □ Establish Commercial Income Approach Models based on returned survey data
April	Model Calibration □ Test models by comparing newly computed values with recent sales data Final Review Finalize Assessment Roll □ Review Assessment Roll Audit Report □ Review all changes □ Coordinate with City Clerk for Open Book and Board of Review meeting times and applicable deadlines for posting notices to the public
May - June	Open Book and Board of Review □ Deliver roll to City Clerk (electronic or paper as preferred) □ Upload assessment data to AssessorData.org website □ Upload assessment roll to City website for Open Book □ Discuss valuations with property owners and make appropriate changes □ Defend valuations at Board of Review □ Submit final roll to the City Clerk and County □ Upload final property data to website □ Submit the Municipal Assessment Report to the Department of Revenue

Budget

For the performance of the services as stated in the Request for Proposal and as outlined in this proposal response:

Assessment Year	Work Period	Description of Work	Total Cost
2026	October 1, 2025 (or sooner if possible) – June 30, 2026	Onboarding, Maintenance, and Market Interim Revaluation	$250,000
2027	July 1, 2026 – June 30, 2027	Maintenance	$90,000
2028	July 1, 2027 – June 30, 2028	Maintenance	$90,000

Billing is typically monthly, but we can bill quarterly if that is the City's preference. The three-year total could also be spread out flexibly via a payment schedule through the length of the contract.

Of note, future revaluation projects would be at a reduced cost because the 2026 budget factors in conversion and onboarding, which are one-off costs that will have already been completed. An estimate of future revaluation costs can be provided upon request.

References

Company Name:	City of Green Bay
Address:	100 N Jefferson St Green Bay, WI 54301
Telephone:	920-448-3066
Contact Person:	Russ Schwandt – City Assessor
Services Used:	Revaluation and Commercial Maintenance
How long have you been working with this company?	20 years

Company Name:	City of Stevens Point
Address:	1515 Strongs Ave Stevens Point, WI 54481
Telephone:	715-346-1567
Contact Person:	Jarod Kivela – Community Development Director
Services Used:	Statutory Assessor, Maintenance and Revaluation
How long have you been working with this company?	12 Years

Company Name:	City of Franklin
Address:	9229 W Loomis Rd Franklin, WI 53132
Telephone:	715-427-7504
Contact Person:	Kelly Hersh – Director of Administration
Services Used:	Statutory Assessor, Maintenance and Revaluation
How long have you been working with this company?	1.5 Years

Insurance and Legal Responsibilities

Appraisers shall indemnify, hold harmless and defend the City for losses, costs and expenses arising from liability claims resulting from alleged negligence of our firm, its officers, employees, and subcontractors. Forward Appraisal maintains a $1,000,000.00 dollar public liability insurance policy through American Family, underwritten by Midvale Indemnity Company. Forward Appraisal also maintains commercial auto liability and worker's compensation coverage.

American Family Insurance
2671 Continental Dr A.
Green Bay, WI 54311
920-965-1515

Midvale Indemnity Company
6000 American Parkway
Madison, WI 53783

Errors and Omissions (Professional Liability)

> Forward Appraisal does not currently carry Errors and Omissions insurance, as it is not required under any contract with which we have engaged. Errors and omissions are corrected or remedied through State-prescribed procedures such as Correction of Errors (70.43) or Omitted Property (70.44) statutes.
>
> We would request the City accept the exclusion of Errors and Omissions insurance. If this is a requirement, we would ask the City to grant us time to seek out qualifying coverage.

Forward Appraisal is not in violation of any statutes or regulatory rules that might have an impact on our firm's operations or our ability to comply with the requirements of this contract.

Has any insurance company paid on behalf of the persons or organizations covered? No

Is your firm now, or has it been, within the past five (5) years, involved in any legal action related to any projects? No

Provide all details of any declarations of default, non-conformance notices, or termination for cause against your firm with respect to such services. None

State whether during the past five (5) years your firm or sub-consulting firms have been suspended from either bidding or entering into any government contract. No

Conflict of Interest

There are no known conflicts of interest between members of Forward Appraisal and elected officials and/or employes of the City of De Pere.

Budget

For the performance of the services as stated in the Request for Proposal for the 2026 Assessment Year only and as outlined in this proposal response for the 2026 Assessment Year:

Assessment Year	Work Period	Description of Work	Total Cost
2026	October 1, 2025 (or sooner if possible) – June 30, 2026	Onboarding, Maintenance, and Market Interim Revaluation	$250,000
~~2027~~	~~July 1, 2026 – June 30, 2027~~	~~Maintenance~~	~~$90,000~~
~~2028~~	~~July 1, 2027 – June 30, 2028~~	~~Maintenance~~	~~$90,000~~

Billing is typically monthly, but we can bill quarterly if that is the City's preference. ~~The three-year total could also be spread out flexibly via a payment schedule through the length of the contract.~~

Of note, future revaluation projects would be at a reduced cost because the 2026 budget factors in conversion and onboarding, which are one-off costs that will have already been completed. An estimate of future revaluation costs can be provided upon request.

City of De Pere, Wisconsin **1.17**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Finance
FROM:	Pamela Manley, Finance Director
SUBJECT:	Resolution #25-92 Authorizing Brown County Intergovernmental Property Tax Bill Agreement (2025-2026 Tax Bill Preparation, with Mailing Option).
RECOMMENDED ACTION:	Consideration and Possible Action on 2024-2025 Property Tax Bill Preparation Agreement with Brown County.

The Finance/Personnel Committee voted unanimously at its August 12, 2025 meeting to recommend approval of this item.

This agreement is consistent with last year's agreement. Staff's recommendation is to approve with Option A-County mails tax bills for municipality. Please feel free to contact Finance Director Pam Manley prior to the meeting with any questions.

ATTACHMENTS:
Reso25-92, 23 City of De Pere - Brown County Property Tax Bill Agreement 2025-2026

RESOLUTION #25-92

AUTHORIZING BROWN COUNTY INTERGOVERNMENTAL
PROPERTY TAX BILL AGREEMENT
(2025-2026 Tax Bill Preparation, with Mailing Option)

WHEREAS, Wis. Stat. § 66.0301 authorizes Wisconsin counties to enter into Intergovernmental Agreements with other Wisconsin municipalities; and

WHEREAS, the City and Brown County have entered into past agreements regarding property tax bills and tax collection services; and

WHEREAS, Brown County has presented City with the attached Intergovernmental Agreement for the preparation of City's tax bills, specifying the first installment payment, second installment payment and/or full payment of real property taxes, along with special charges and special assessments, and requiring a $1,500.00 fee per year contribution for the cost of tax collection software, as well the option for Brown County to invoice the City for the actual costs incurred by Brown County for mailing bills to taxpayers; and

WHEREAS, this matter has been reviewed by the Finance/Personnel Committee, which recommends approval thereof, including the selection of Option A, requesting that Brown County mail the tax bills to taxpayers and invoice the City for the actual postage costs incurred.

NOW, THEREFORE, BE IT RESOLVED THAT:

> The City Manager is authorized and directed to enter into the Brown County Intergovernmental Property Tax Bill Agreement (2025-2026 Tax Bill Preparation, with Mailing Option), including the selection of "Option A - County Mails Tax Bills for Municipality."

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/12/2025

BROWN COUNTY INTERGOVERNMENTAL 2025-2026 PROPERTY TAX BILL AGREEMENT (TAX BILL PREPARATION, WITH MAILING OPTION)

This Agreement is entered into by and between **the County of Brown ('County')**, a body corporate as that term is used in Wis. Stat. § 59.01, and the **City of De Pere ('Municipality')**. This Agreement is made pursuant to Wis. Stat. § 66.0301, which allows a Wisconsin County to enter into Intergovernmental Agreements with other Wisconsin Municipalities.

Municipality desires for County to **prepare** (and, **depending on the Mailing Option selected on Page 2**, **to mail)** its **Real Property Tax Bills** on its behalf, and the County agrees to perform said Services, pursuant to the terms and conditions specified below.

1. The term of this Agreement is from the date the last signature on this Agreement is obtained to February of 2026.

2. Municipality's Clerk shall provide all **approved** 2025 tax rates to the Brown County Treasurer's Office by November 30, 2025, and on or before February 27, 2026 Municipality shall pay County **$1,500 per year** to contribute to the cost of tax collection software.

3. County, via the Brown County Treasurer Office, shall prepare appropriate tax bills for Municipality, specifying the first installment payment, second installment payment and/or full payment of Real Property Taxes along with Special Charges and Special Assessments to be due on or before January 31st, 2026. Tax bill preparation includes providing forms, printing, folding, sealing, presorting, and mailing the tax bills on or before December 9, 2025.

4. **County shall not provide First Installment Property Tax Collection Services.** Municipality shall collect Real Property Taxes (including Special Charges and Special Assessments) per Wis. Stats. § 74.11(6). **County Treasurer shall collect Second Installment and Delinquent Real Property Taxes** per Wis. Stat. Sec. 74.11(6)(b).

5. On or before January 15, 2026, Municipality shall settle with County for all collections received *prior to* January 1, 2026, including collections for Special Assessments, Special Charges, and Special Taxes, and for General Property Taxes, and Municipality shall pay all taxing districts their proportionate share of levies collected per Wis. Stats. § 74.23.

6. On or before February 20, 2026, Municipality shall settle with County for all collections received *on or after* January 1, 2026, and *on or before* February 6, 2026, including collections for Special Assessments, Special Charges, and Special Taxes, and for General Property Taxes, and Municipality shall pay all taxing districts their proportionate share of levies collected per Wis. Stats. § 74.25.

7. If changes in state law occur during the course of this Agreement which substantially affect the obligations of the County or Municipality under this Agreement, such as a change to Property Tax Preparation and/or Billing requirements, then either County or Municipality may elect to terminate this Agreement by providing the other with thirty days prior written notice on or before October 3, 2025. Any material violation of the terms and conditions of this Agreement shall be grounds for termination upon ninety days written notice.

8. **Mailing Option** (Municipality shall select **one Option** by **checking one of the below boxes**):

☐ OPTION A – COUNTY MAILS TAX BILLS FOR MUNICIPALITY

County shall mail tax bills to taxpayers on behalf of Municipality, and County shall invoice Municipality for actual postage costs incurred due to mailing tax bills to taxpayers, which shall be paid by Municipality on or before January 31, 2026. Municipality Payment to County: **$0.00 per Property Tax Bill prepared plus Actual Postage Costs based on Number of Bills mailed.**

☐ OPTION B – MUNICIPALITY MAILS ITS OWN TAX BILLS

Municipality shall mail its own tax bills to taxpayers at Municipality expense. County shall notify Municipality once tax bills are prepared, and Municipality shall pick up printed tax bills at the Brown County Treasurer Office.

By signing below, the parties affirm and acknowledge that they have read and understand this Agreement, that they shall be bound by the terms and conditions of this Agreement, and that they have authority to enter into this Agreement on behalf of their respective Municipality or County.

City of De Pere	**County of Brown**	**Brown County Treasurer's Office**
Name of Municipality	Name of County	Name of County Department
	Troy Streckenbach	**Raymond Suennen**
Printed Name of Individual Signing on Behalf of Municipality	Name of Individual Signing on Behalf of County	Name of Individual Signing on Behalf of County Department
	Brown County Executive	**Brown County Treasurer**
Printed Title of Individual Signing on Behalf of Municipality	Title of Individual Signing on Behalf of County	Title of Individual Signing on Behalf of County Department
X	**X**	**X**
Signature of Individual Signing on Behalf of Municipality	Signature of Individual Signing on Behalf of County	Signature of Individual Signing on Behalf of County Department
Date Signed	Date Signed	Date Signed
	(920) 448-4001	**(920) 448-6321**
Phone Number	Phone Number	Phone Number

City of De Pere, Wisconsin **1.18**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	City Attorney
FROM:	Eric Erdman, Assistant City Attorney
SUBJECT:	Resolution #25-93 Authorizing Emergency Medical Service Agreement with the Village of Ashwaubenon.
RECOMMENDED ACTION:	Staff recommends approval of this item.

Staff recommends approval of this agreement to provide the Village of Ashwaubenon with Emergency Medical Service.

ATTACHMENTS:
Reso25-93, 2025 Ashwaubenon- Memo- EMS Contract Proposal, Ashwaubenon EMS Agreement 2025 (clean 8-25), Ashwaubenon EMS Exhibits

RESOLUTION #25-93

AUTHORIZING EMERGENCY MEDICAL SERVICE AGREEMENT
WITH THE VILLAGE OF ASHWAUBENON

WHEREAS, Wisconsin Statutes § 66.0301 authorizes local governments to enter into cooperative agreements for the receipt of or furnishing of services or the joint exercise of any power or duty required or authorized by law and is liberally construed in favor or cooperative action between local governments ; and

WHEREAS, both the City of De Pere ("City") and the Village of Ashwaubenon ("Village") operate public safety services for fire protection and emergency medical and rescue services; and

WHEREAS**,** the City of De Pere and the Village of Ashwaubenon are parties to an Emergency Medical Service (EMS) Agreement, authorized by Resolution #12-04, for a contracted portion of the Village of Ashwaubenon that lies west of US Highway 41 and adjacent to/south of Main Avenue; and

WHEREAS, the parties have recently renegotiated the terms of the agreement to allow for yearly adjustments and to provide greater clarity in services billing and service fees, which protects the City from being charged due to a lack of available resources, pursuant to the terms and conditions of the attached Emergency Medical Service (EMS) Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> The City Manager and City Clerk are authorized and directed to execute the Emergency Medical Service Agreement as is attached hereto.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____

Memo

To: Honorable Mayor James Boyd

Members of the Common Council

From: Brett Jansen, Fire Chief

Date: August 18, 2025

Re: Approval of the Emergency Medical Services Contract with the Village of Ashwaubenon

---

De Pere Fire Rescue is committed to providing the highest quality and most professional emergency medical services to the communities we serve. Since 2012, the City of De Pere has provided emergency medical service coverage for a contracted area of the Village of Ashwaubenon. This agreement automatically renews annually, with service fees determined by the criteria outlined below. The current rate charged to Ashwaubenon is $510 per call. The terms of the agreement for services fees are outlined below.

i. Effective January 1, 2025, the Call Rate shall be adjusted yearly by multiplying the prior year's Call Rate by the cost of living increase, if any, for the prior twelve month period ending in December, as reported by the Consumer Price Index for All Urban Consumers (CPI-U).

ii. De Pere may adjust the Call Volume to reflect the number of EMS calls to the Service Area every two (2) years. In such cases, the Call Volume shall be adjusted by rounding the two (2) year average to the next number group of ten (10). When the Call Volume is adjusted, the yearly Service Fee shall be adjusted by multiplying the new Call Volume by the then current Call Rate.

iii. Beginning January 1, 2025, Service Fees shall be adjusted yearly by multiplying the Call Rate (as adjusted by CPI) with Call Volume. The 2025 Service Fee is $35,700.00. The 2025 Service Fee Payment Worksheet is attached as Exhibit B.

Leadership teams from the City of De Pere and the Village of Ashwaubenon have reached an updated agreement to protect the City of De Pere from being charged a service fee in situations where De Pere Fire Rescue is unable to respond to the contracted area due to a lack of available resources. Under this agreement, the city will not include the calls that De Pere Fire Rescue did not respond to as part of the call volume to

determine the call rate, and the Village of Ashwaubenon will not assess any fee for such calls.

The drafted contract proposes the following changes:

Section B: EMS Services; Subsection 6.

1. *De Pere has not and will not assess fees to Ashwaubenon for emergency or medical service calls to the Response Area for which De Pere does not ultimately respond. Therefore, the Call Volume calculation for setting the Service Fee does not account for calls to the Response Area for which De Pere does not respond.*

2. *Should Ashwaubenon be required to provide emergency rescue or advanced life support services as mutual aid to De Pere (i.e., Ashwaubenon responds to a call that De Pere also receives and responds to)*

Section C: Fees; Subsection 4.

1. *Future amendments or revisions to Exhibit C. Rescue Service Fees are adopted and incorporated herein by reference, and such future amendments or revisions to Exhibit C. shall be provided to Ashwaubenon upon request.*

Section C: Removal of Subsection 5.

1. *Should Ashwaubenon be required to provide mutual aid emergency rescue or advanced life support services within the Response Area during the term of the Agreement because De Pere rescue units were unavailable, De Pere shall reimburse Ashwaubenon for each such Ashwaubenon response at the current Call Rate.*

We believe the proposed changes will provide greater clarity in billing for services to the Village of Ashwaubenon and will prevent the City of De Pere from being invoiced for any service fees by the Village moving forward.

Thank you for your consideration. If you have any questions, please do not hesitate to ask.

Sincerely,

Brett Jansen, Fire Chief

- Page 3

EMERGENCY MEDICAL SERVICE (EMS) AGREEMENT
(ASHWAUBENON)

This Intergovernmental Agreement is made and entered into pursuant to Wis. Stat. §66.0301, as of _____, 2025, by and between the City of De Pere, a Wisconsin municipal corporation ("De Pere") and the Village of Ashwaubenon, a Wisconsin municipal corporation ("Ashwaubenon"), collectively referred to as "the Parties".

WHEREAS, the Parties share a municipal boundary along the US Highway 41 corridor at Brown County Highway G (Main Avenue); and

WHEREAS, Ashwaubenon wishes to provide rescue services to the area within its border that lies west of US Highway 41 and adjacent to/south of Main Avenue (the Response Area), as shown on the Response Area Map, attached and incorporated as Exhibit A; and

WHEREAS, De Pere has fire stations equipped and staffed with paramedic and EMT personnel that can serve the Response Area; and

WHEREAS, the Parties, individually and collectively, believe it to be in the best interests of their respective residents to enter into this new EMS Agreement.

NOW, THEREFORE, in consideration of the mutual public benefits accruing to the Parties hereto, it is agreed to as follows:

A. DEFINITIONS

1. Advanced Life Support Service means trauma and cardiac life support and transportation provided by paramedical level.

2. Call Volume means the estimated number of EMS calls De Pere will respond to in the Service Area in a calendar year.

3. Call Rate means the monetary value assigned to the number of calls comprising the

Call Volume. The Call Rate may be adjusted for CPI in accordance with paragraph C.3.i. of this Agreement. In 2025, the Call Rate is $510.

4. Emergency Rescue Service means basic emergency medical care and transportation.

5. Response Area means that area shown on Exhibit A.

6. Service Fee means the yearly fee to be paid by Ashwaubenon for the on-call EMS services described in this Agreement. The Service Fee is calculated by multiplying the Call Volume and the Call Rate.

B. EMS SERVICES

De Pere agrees to provide and make available on-call EMS services consisting of emergency rescue or advanced life support services within the Response Area as follows:

1. De Pere shall staff its rescue squad(s) with employees who are trained and licensed in accordance with the requirements of the State of Wisconsin.

2. All rescue vehicles utilized by De Pere in the provision of these services shall comply with all regulations and standards imposed by the State of Wisconsin.

3. In no event shall the services provided be for non-emergency purposes.

4. Patient transportation shall be to a Green Bay hospital unless approved by medical control. When practicable, transport will be to the Green Bay hospital of the transportee's choice; however, should the transportee be unable to communicate a choice or should rescue personnel, in the exercise of their professional judgment, determine that a particular hospital is suited for the transportee's medical condition, the rescue personnel decision shall prevail.

5. De Pere shall use its same efforts toward responding to all requests for EMS calls

received by De Pere personnel without regard to whether such calls are within De Pere, Ashwaubenon, or any other jurisdiction.

6. In no event shall this Agreement be considered a guarantee or warranty of emergency or medical services or of the ability to provide such services upon demand. Ashwaubenon understands and acknowledges that De Pere is a participant in the Brown County Mutual Aid Agreement and that, under such Mutual Aid Agreement, De Pere may have occasion to request EMS services from a neighboring jurisdiction, which may result in Ashwaubenon being the recipient of those mutual aid services. Ashwaubenon agrees to accept such mutual aid services as being provided by De Pere under this Agreement. De Pere has not and will not assess fees to Ashwaubenon for emergency or medical service calls to the Response Area for which De Pere does not ultimately respond. Therefore, the Call Volume calculation for setting the Service Fee does not account for calls to the Response Area for which De Pere does not respond. Should Ashwaubenon be required to provide emergency rescue or advanced life support services as mutual aid to De Pere (i.e., Ashwaubenon responds to a call that De Pere also receives and responds to) within the Response Area shown on Exhibit A, the provisions of paragraph C.3. shall apply.

C. FEES

1. Village Fees. In consideration of De Pere being on call to provide EMS services within the Response Area, Ashwaubenon shall pay to De Pere a yearly Service Fee. The Service Fee shall be paid in equal quarterly installments on the 15th day of January, April, July and October of each year.

2. Basis of Service Fee. Ashwaubenon and De Pere acknowledge and agree that the Service Fee charged to Ashwaubenon does not and is not intended to cover actual services

rendered, but is designed solely to compensate De Pere for a portion of its overhead and administrative services attributable to being on a standby, on-call basis.

3. Adjustments in Service Fees.

i. Effective January 1, 2025, the Call Rate shall be adjusted yearly by multiplying the prior year's Call Rate by the cost of living increase, if any, for the prior twelve month period ending in December, as reported by the Consumer Price Index for All Urban Consumers (CPI-U).

ii. De Pere may adjust the Call Volume to reflect the number of EMS calls to the Service Area every two (2) years. In such cases, the Call Volume shall be adjusted by rounding the two (2) year average to the next number group of ten (10). When the Call Volume is adjusted, the yearly Service Fee shall be adjusted by multiplying the new Call Volume by the then current Call Rate.

iii. Beginning January 1, 2025, Service Fees shall be adjusted yearly by multiplying the Call Rate (as adjusted by CPI) with Call Volume. The 2025 Service Fee is $35,700.00. The 2025 Service Fee Payment Worksheet is attached as Exhibit B.

4. User Charges. De Pere will invoice each individual user of EMS services received hereunder the De Pere Resident Rate fee as set forth under De Pere's established Rescue Fee policy. A copy of such current fees is attached hereto and incorporated by referring to Exhibit C. Future amendments or revisions to the Exhibit C. Rescue Service Fees are adopted and incorporated herein by reference, and such future amendments or revisions to Exhibit C. shall be provided to Ashwaubenon upon request. This service user charge is in addition to the Service Fee charged to Ashwaubenon.

D. TERM OF AGREEMENT

1. Initial Term. The initial term of this Agreement shall commence as of January 1, 2025, and end December 31, 2029, unless otherwise modified or terminated by either party as provided herein.

2. Renewal. Upon the expiration of the initial term, this Agreement shall automatically renew for successive one (1) calendar year periods unless either party notifies the other in writing, at least 120 days prior to the date on which the Agreement would otherwise automatically renew, of its intention to not renew.

3. Either party may terminate this Agreement upon 120 days written notice to the other party. Notwithstanding the foregoing, De Pere may terminate this Agreement if Ashwaubenon fails to make timely payment for amounts due hereunder and such failure continues for a period of 30 days following De Pere's written notice of such failure to Ashwaubenon.

E. GENERAL PROVISIONS

1. This Agreement shall, effective upon its execution by the parties, supersede and terminate any prior Agreement between the parties.

2. This Agreement is subject to approval of all the respective governing bodies of the parties hereto.

3. This Agreement shall apply to, inure to the benefit of, and be binding upon and enforceable against, the parties hereto and their respective successors and assigns.

4. Enforceability of this Agreement is not affected by a change in the form of Ashwaubenon's government.

5. This Agreement embodies the entire agreement of the parties. No change, alteration, or amendment to its terms shall be effective unless made in writing and signed by all parties hereto.

6. No party hereby shall be considered in default of this Agreement in the event their performance of the obligations herein are delayed or prevented due to unforeseeable causes

beyond their control including, but not limited to, Acts of God, forces majeure, acts of the public enemy, acts of terrorism, fires, floods, epidemics, quarantine restrictions, strikes, embargoes, breaches of contracts by contractors, and unusually severe weather or such delays. The time or times for performance of any obligation delayed shall be extended for the period of such event.

7. All notices required or made under the terms of this Agreement shall be effective only if served, by certified or registered mail, upon the following:

If to De Pere:	With a copy to:
City of De Pere Attn: City Clerk 335 South Broadway De Pere, WI 54115	De Pere Fire Rescue Department Attn: Fire Chief 400 Lewis Street De Pere, WI 54115
If to Ashwaubenon:	With a copy to:
Village of Ashwaubenon Attn: Village Clerk 2155 Holmgren Way Green Bay, WI 54304	Village of Ashwaubenon Attn: Public Safety Director 2155 Holmgren Way Green Bay, WI 54304

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed as of the date and year first written above.

CITY OF DE PERE	**VILLAGE OF ASHWAUBENON**
_____	_____
Kimberly T. Flom, City Manager	Mary C. Kardoskee, President
_____	_____
Carey E. Danen, Clerk	Kris A. Teske, Clerk

EXHIBIT
A

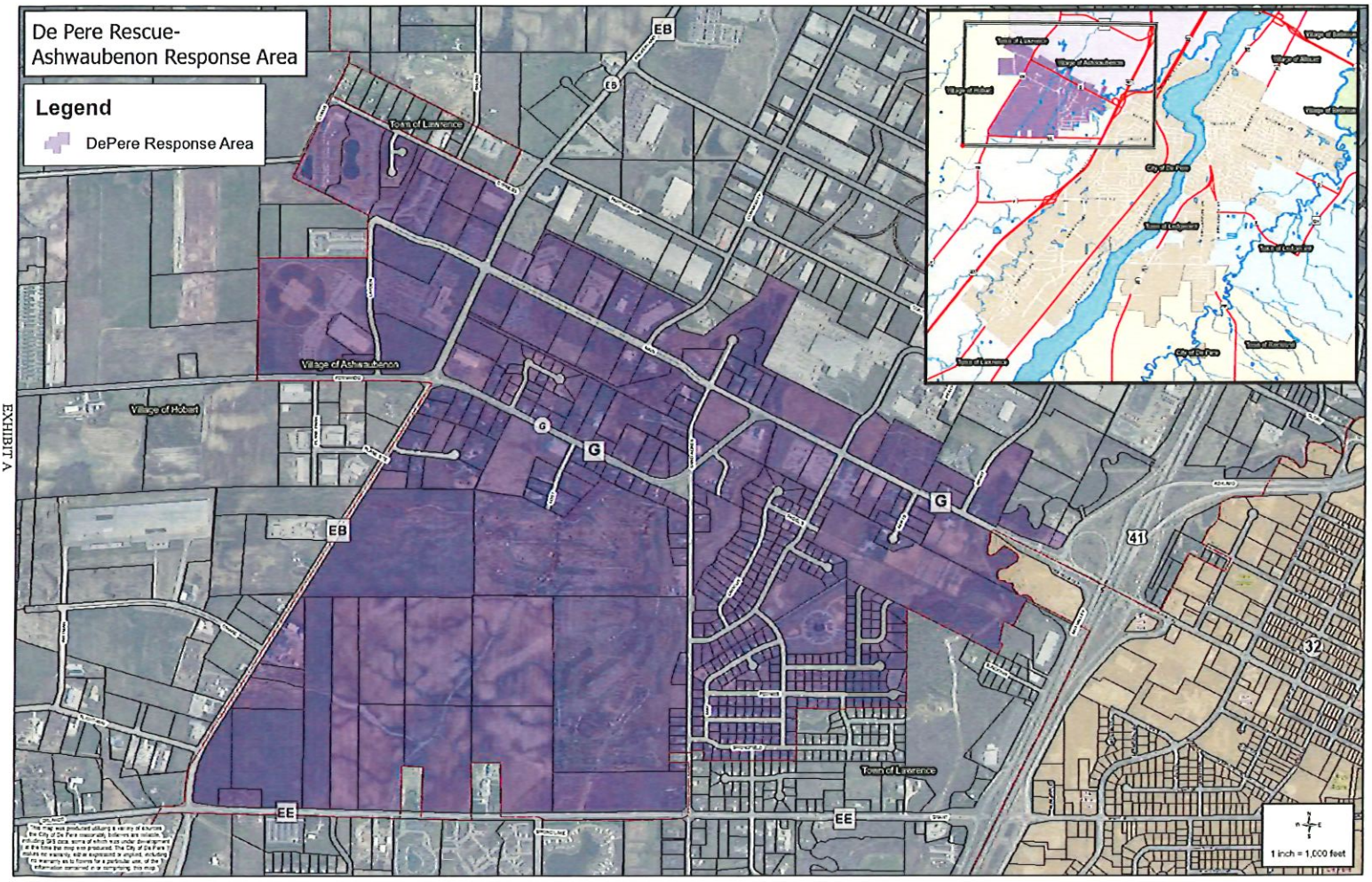


EXHIBIT A

2025 Emergency Rescue Services Payment Worksheet
Village of Ashwaubenon

CPI Increase Avg 2024		2.90%
2025 Call Rate Increase Amount (CPI)		510.00
2025 New Call Rate		**510.00**
Call Volume multiplied by New Call Rate = Yearly Fee		**70**
Yearly Fee	**$**	**35,700.00**
Quarterly Pmt Amount	**$**	**8,925.00**

Exhibit B

EXHIBIT
C

RESCUE SERVICE FEES

PROCEDURE	CURRENT RATES		PROPOSED 2022 RATES		PROPOSED WORDING CHANGE
	Resident	Non-Resident	Resident	Non-Resident	
BLS Base Rate	$590	$780	$850	$850	
ALS Base Rate	$710	$838	$1,050	$1,050	
ALS2 Base Rate	$870	$1,000	$1,250	$1,250	
BLS on Scene Care (No transport)	$255		$300		
ALS on Scene Care (No transport)	$485		$700		
Mileage (per loaded mile)	$16		$20		
Extrication (this includes Jaws of Life, disentanglement of persons from tools or equipment (including airbags), water/ice rescues and other services where people are removed from places or pieces of equipment through the use of rescue measures.	$500		$500		Technical Rescue: This includes vehicle and industrial extrication, water/ice rescues, rope (high/low angle) rescues, and confined space rescues or any other incidents requiring the use of specialized equipment and techniques.
12-Lead Monitoring	$100		$100		
CPAP	$60		$60		
Disposable Bag/Mask	$30		$30		
EKG Disposables	$55		$55		
Intraosseous Line	$250		$250		
Intubation	$75		$75		
IV Start Kits	$65		$65		
Oxygen	$75		$75		
Pacing Pads	$100		$100		
Spinal Immobilization	$25		$25		
Ambulance Standby	$125		$150		Rate per hour for EMS standby at special events. Includes two personnel and response vehicle (ambulance or UTV).
EMS Standby - Non Ambulance	$35		$50		Rate per hour for EMS standby at special events. Includes two personnel NO response vehicle.
Hazardous Materials Clean-Up	Didn't previously charge		$150		Hazardous Materials clean up. For minor spills or releases resulting from motor vehicle or industrial accidents.
Fire engine standby with crew of four	Didn't previously charge		Current FEMA rate + personnel cost $280		Fire engine standby with crew of four.

City of De Pere, Wisconsin **1.19**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Police
FROM:	Jeremy Muraski, Police Chief
SUBJECT:	Resolution #25-94 Authorizing Transfer of $10,000 from Unassigned Reserves to fund Police Department Garage Fire Remediation.
RECOMMENDED ACTION:	Motion to approve.

At its meeting on August 12, the Finance/Personnel Committee voted unanimously to authorize the transfer of $10,000 from Unassigned Reserves to fund the deductible for fire remediation in the Sergeant's Garage and forward its recommendation to the Common Council for final approval.

ATTACHMENTS:
Reso25-94, Request for Fire Damage Deductible August 2025

RESOLUTION #25-94

AUTHORIZING TRANSFER OF $10,000 FROM UNASSIGNED
RESERVES TO FUND POLICE DEPARTMENT GARAGE FIRE REMEDIATION

WHEREAS, the City's Police Department experienced a fire in the Sergeant's Garage, which resulted in structural damage, as well as contamination from chemical residues expelled from burned rechargeable batteries; and

WHEREAS, as a result of toxic chemicals being expelled, certified remediation specialists are required to clean, decontaminate and refresh the damaged clothing, equipment and structure, with all remediation quotes received exceeding the City's insurance deductible for this type of loss; and

WHEREAS, a formal budget amendment is necessary to allocate funds expended from Unassigned Reserves for the required replacement/remediation in the amount of $10,000; and

WHEREAS, this matter was reviewed by the Finance/Personnel Committee which recommends approval thereof.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

The Common Council hereby approves the transfer of funds from City's Unassigned Reserves account in the amount of $10,000 and authorizes the allocation to Account 100-52100-340 (Police Department-Operating Supplies).

BE IT FURTHER RESOLVED:

That all city officials, officers and employees are authorized and directed to take such steps as are lawful and necessary in furtherance thereof.

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____
Board/Committee Approval: 08/12/2025

DE PERE
POLICE DEPARTMENT

325 S. Broadway
De Pere, WI 54115
920-339-4079

Jeremy A. Muraski
Chief of Police

To: Finance and Personnel Committee, De Pere City Council

From: Jeremy A. Muraski, Chief of Police

Date: August 5, 2025

Subject: Request for Authorization to Spend $10,000 for Department facility repairs, cleaning, remediation, and equipment replacement due to electrical fire in the police garage.

The Police Department recently had an electrical fire in the Sergeants' Garage. The fire appears to have been caused by an air compressor cord shorting out, however it also burned up a few rechargeable batteries. The fire was undetected for a couple of hours, resulting in heavy smoke concentrating in the garage causing it to contaminate uniforms, jackets, squad car upholstery fabric, etc. The burning and arcing of the rechargeable batteries also resulted in significant chemical residue and scorching on one of the garage walls, as well as a tremendous amount of smoke and scent damage to a large number of tools, uniforms, and other miscellaneous equipment stored in that garage.

Because of the toxic chemicals that were expelled, certified remediation specialists are required to clean, decontaminate, and refresh the garage wall itself. We accordingly obtained quotes from three separate firms who specialize in hazardous materials remediation, and would propose going with the lowest of the three quotes. The quote, along with the cleaning and replacement costs of clothing and equipment exceed the city's $10,000 insurance deductible for this type of occurrence, so we are requesting authorization to spend $10,000 from unassigned reserves to cover the cost of the deductible, with insurance then covering the remaining amount.

Thank you for your time and consideration.

Jeremy A. Muraski, Chief of Police

City of De Pere, Wisconsin **1.20**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Development Services
FROM:	Daniel Lindstrom, Development Services Director
SUBJECT:	Resolution #25-95 Authorizing Miron Construction Co., Inc. to Award Precast Concrete Supply Contract 03.40 to Wells Concrete Products Co. in the amount of $1,787,579.00, related to the construction of a public parking ramp on Parcel ED-875, 230 North Wisconsin, De Pere, Wisconsin.
RECOMMENDED ACTION:	Staff recommends approval of this item.

Staff recommends authorizing Miron Construction as Construction Manager at Risk to Award the Precast Supply Contract to Wells Concrete Products Co.

ATTACHMENTS:
Reso25-95, Wells Concrete Bid - De Pere Parking Facility BP#1, 250840 DePere Parking Facility BP _1_Addendum 01

RESOLUTION #25-95

AUTHORIZING MIRON CONSTRUCTION CO., INC. TO AWARD PRECAST CONCRETE SUPPLY CONTRACT TO WELLS CONCRETE PRODUCTS CO.
(Public Parking Garage)

WHEREAS, Miron Construction Co., Inc. (Miron) was authorized, pursuant to Resolution #25-77, to perform design specific architecture and engineering as well as Construction Manager at Risk (CMaR) services for the design and construction of a public parking garage on City-owned Parcel No. ED-875 at 230 North Wisconsin Avenue; and

WHEREAS, as part of its responsibilities as CMaR, Miron has commenced the online electronic bidding process on behalf of the City for Contract 03.40 Precast Concrete Supply Only and received one qualifying bid; and

WHEREAS, following a due diligence review, Miron recommends awarding the contract to Wells Concrete Products Co., as the lowest qualified bidder, pursuant to the terms and conditions of Contract 03.40 and Bid Package #1 with accompanying Bid Form and Bid Bond, as attached hereto.

NOW, THEREFORE, BE IT HEREBY RESOLVED THAT:

> Miron Construction Inc., as CmaR, is authorized and directed to execute contract documents on behalf of the City of De Pere as required under Contract 03.40 Precast Concrete Supply Only to award said contract to Wells Concrete Products Co.

BE IT FURTHER RESOLVED THAT:

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

Adopted by the Common Council of the City of De Pere, Wisconsin, this 19th day of August, 2025.

APPROVED:

_____
James G. Boyd, Mayor

ATTEST:

_____
Carey E. Danen, City Clerk

Ayes: _____
Nays: _____

SECTION 00 41 00 - BID FORM

To: Miron Construction Co., Inc.
1471 McMahon Drive
P.O. Box 509
Neenah, WI 54956

Project: DePere Parking Facility
City of DePere
DePere, WI / Bid Package #1
Miron Project # 250840

Bid Date and Time: 8/14/2025 @ 3PM CST

Bid Submitted By:

Company Name: Wells Concrete Products
Address: 2763 Manitowoc Road, Suite A
Green Bay WI 54311
Telephone Number: 920.494.0274
Contact Person: Brett Evenson
Email Address: brett.evenson@wellsconcrete.com

Base Bid Summary:
In compliance with the Advertisement for Bids, the undersigned hereby proposes to furnish and perform all work necessary for the completion of the listed Contract for the DePere Parking Facility, 250 N. Wisconsin St, DePere, WI 54115 in strict accordance with the Specifications and the Drawings mentioned therein, as prepared by Graef, 275 West Wisconsin Ave, Suite 300, Milwaukee, WI 53203 dated 06/27/2025 60% Design Development set. Our bid is for the following:

Contract #	Description
03.40	Precast Concrete Supply

Base Bid (In words and figures): One Million Seven Hundred Eighty Seven Thousand Five Hundred Seventy Nine Dollars

$ 1,787,579.00

Addition to Base Bid if 100% Performance and Payment Bond is Required: ADD $ 11,893.00

Addenda:
The following Addenda are acknowledged and modifications noted therein have been incorporated into the Bid.

Addendum #	01	Dated	08/01/25	Addendum #		Dated	
Addendum #		Dated		Addendum #		Dated	

THE ATTACHED EXHIBIT "A" IS TO BE PART OF THIS BID FORM FOR CLARIFICATION.

SECTION 00 41 00 - BID FORM

Mandatory Alternates:

The following items may be added or deducted from the Base Bid. Alternates will be considered add alternates if not noted otherwise. Alternates left blank will be considered no change in cost to this bid proposal.

Alt. No.	Description	Amount	Add/Deduct
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			

Insurance Requirements:

Contractor has read and agrees to conform with the insurance requirements for the Project as required per Specification Section 00 73 16 – Insurance Requirements.

☒ Yes, the Insurance Requirements are met and are included in the base bid value.

Unit Prices:

Unit prices shall include all costs for materials, labor, installation, equipment, taxes, overhead, and profit. Significant changes to the Contractor's scope may be negotiated on an individual basis.

Unit Price	Description	Add	Deduct
1.	Removal and replacement of unsuitable soil with engineered fill. ($/CY).	N/A	
2.			
3.			
4.			

Schedule of Work:

Time is of the essence. Contractor agrees to commence and complete the work in a timely fashion as indicated on the master project schedule. Within five (5) working days of award, Contractor shall provide Miron a complete list of long lead items, submittal schedule, fabrication durations and installation durations for incorporation into the detailed project schedule.

Key Project Personnel:

For contracts in excess of $100,000, Contractor shall identify the names of their key personnel who will be assigned to the project.

Project Manager: Mike Lenzner

Lead Foreman: TBD

SECTION 00 41 00 - BID FORM

Bid Form Signatures:

Bidder has examined and carefully prepared the bid from the plans and specifications and has checked the same in detail before submitting said proposal or bid; and that said bidder or bidder's agents, officer or employees have not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with this proposal or bid.

This Bid is submitted by Brett Evenson of Wells Concrete Products

The Bidder, being duly sworn, does dispose that they are an authorized representative of

Bidder, if Bidder is:

An Individual

Name (typed or printed): _____

By: _____

(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____

By: _____

(Signature of general partner – attach evidence of authority to sign)

SECTION 00 41 00 - BID FORM

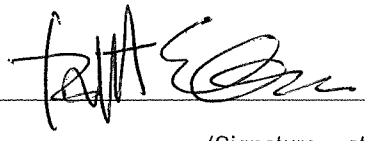
Name (typed or printed): _____

A Corporation

Corporation Name: Wells Concrete Products

State of Incorporation: Minnesota

Type (General Business, Professional, Service, Limited Liability): Service

By: 

(Signature – attach evidence of authority to sign)

Name (typed or printed): Brett Evenson

Title: Business Development Manager

(CORPORATE SEAL)

Attest _____

Date of Qualification to do business in Wisconsin is 07/23/51.

Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of first joint venture partner – attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____

(Signature of second joint venture partner – attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. Manner of signing for each individual, partnership, and corporation that is a party to joint venture should be in manner indicated above.)

Bidder's Business Address 2763 Manitowoc Road, Suite A

Green Bay WI 54311

Phone No. 920.494.0274 Fax No. --

E-mail brett.evenson@wellsconcrete.com

SUBMITTED on August 14, 2025.

State Contractor License No. 8536685 (if applicable)

TABULATION OF SUBCONTRACTORS

The following information is submitted which gives the name, business address, and portion of work for each subcontractor that will be used in the work if the bidder is awarded the contract, and no subcontractor doing work in excess of one-half of one percent of the total amount of the bid and who is not listed will be used without the written approval of the Engineer. Additional numbered pages outlining this portion of the proposal may be attached to this page.

PORTION OF WORK	BUSINESS NAME	BUSINESS ADDRESS

--- END OF BID FORM ---

AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:
(Name, legal status and address)
Wells Concrete Products Co.
2763 Manitowoc Rd., Suite A
Green Bay, WI 54311

SURETY:
(Name, legal status and principal place of business)
Western Surety Company
151 N. Franklin St.
Chicago, IL 60606

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:
(Name, legal status and address)
City of De Pere, WI
335 S. Broadway
De Pere, WI 54115

BOND AMOUNT: Five Percent of the Amount of the Attached Bid --- (5%)

PROJECT:
(Name, location or address, and Project number, if any)
De Pere Parking Facility
De Pere, WI 54114

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 14th day of August , 2025.

	Wells Concrete Products Co.
	(Principal) *(Seal)*
(Witness)	
	(Title)
Samantha Boddicker	Western Surety Company
(Witness)	*(Surety)* *(Seal)*
	(Title) Lauren Burns , Attorney-in-Fact

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

Init.

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ost1110

ACKNOWLEDGMENT OF SURETY

State of Iowa)
County of Polk)

On this 14th day of August, 20 25, before me personally appeared Lauren Bruns to me known, who, being by me duly sworn, did depose and say: that s/he resides at Cedar Falls, IA, that s/he is the Attorney-In-Fact of Western Surety Company, the corporation described in and which executed the annexed instrument; that s/he knows the corporate seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation; that s/he signed his/her name thereto by like order; and that the liabilities of said corporation do not exceed its assets as ascertained in the manner provided by law.

NOTARIAL SEAL IOWA
JESSICA PERKINS
Commission Number 836948
My Commission Expires
January 26, 2028

Jessica Perkins
Notary Public

ACKNOWLEDGMENT OF CORPORATION

State of)
County of)

On this 14th day of August, 20 25, before me personally appeared _____, to me known, who being by me first duly sworn, did depose and say that s/he resides in _____ that s/he is the _____ of Wells Concrete Products Co. the corporation described in and which executed the foregoing instrument; that s/he knows the corporate seal of said corporation, that the corporate seal affixed to said instrument is such corporate seal, that it was so affixed by order and authority of the Board of directors of said corporation, and that s/he signed his/her name thereto by like order and authority.

_____
Notary Public

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

Carl Godziek, Sean McBride, Samantha Boddicker, Lauren Bruns, Emili Cain, Jordan Marie Edwards, Individually

of Bloomington, MN, its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the Authorizing By-Laws and Resolutions printed at the bottom of this page, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 23rd day of May, 2024.

WESTERN SURETY COMPANY

Larry Kasten, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 23rd day of May, 2024, before me personally came Larry Kasten, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is a Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires
March 2, 2026

M. BENT NOTARY PUBLIC SOUTH DAKOTA

M. Bent, Notary Public

CERTIFICATE

I, Paula Kolsrud, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law and Resolutions of the corporation printed below this certificate are still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 14th day of August, 2025.

WESTERN SURETY COMPANY

Paula Kolsrud, Assistant Secretary

Authorizing By-Laws and Resolutions

ADOPTED BY THE SHAREHOLDERS OF WESTERN SURETY COMPANY

This Power of Attorney is made and executed pursuant to and by authority of the following By-Law duly adopted by the shareholders of the Company.

Section 7. All bonds, policies, undertakings, Powers of Attorney, or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, and Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or agents who shall have authority to issue bonds, policies, or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile.

This Power of Attorney is signed by Larry Kasten, Vice President, who has been authorized pursuant to the above Bylaw to execute power of attorneys on behalf of Western Surety Company.

This Power of Attorney may be signed by digital signature and sealed by a digital or otherwise electronic-formatted corporate seal under and by the authority of the following Resolution adopted by the Board of Directors of the Company by unanimous written consent dated the 27th day of April, 2022:

"RESOLVED: That it is in the best interest of the Company to periodically ratify and confirm any corporate documents signed by digital signatures and to ratify and confirm the use of a digital or otherwise electronic-formatted corporate seal, each to be considered the act and deed of the Company."

Go to www.cnasurety.com > Owner / Obligee Services > Validate Bond Coverage, if you want to verify bond authenticity.

Form F4280-6-2023

DePere Parking Facility
DePere, Wisconsin
BID PACKAGE #1
PROJECT NO. 250840

Date: 08/01/2025

ADDENDUM NO. 1

This addendum is issued to explain, modify or correct the original drawings and Project Manuals, and is hereby made a part of the Contract Documents. Please attach this Addendum to the Project Manual in your possession. Insert the number and issue date of this Addendum in the blank space provided on the Bid Form.

CHANGES TO THE PROJECT MANUAL

Section 00 21 13 – Instructions to Bidders
Revised to include updated bid opening viewing information (Microsoft Teams). Replace specification section in its entirety.

Section 00 24 13 – Scopes of Bids
Contract 03.40 Precast Concrete Supply
Revise detail references in item 3:

3. Design and engineering of structural precast members and supporting haunches (including CIP haunches e.g. ~~B5 & B6~~ D5/S-501) including calculations stamped by a licensed professional engineer in the State of Wisconsin, and State component submittal to Authority Having Jurisdiction.

ADDITIONAL INFORMATION

Precast brick selection as indicated in Graef clarification memo dated August 1, 2025.

Furnish field use / attic stock quantities of each as follows:
20 thin-set brick
10 corner brick
5 full brick

CHANGES TO THE DRAWING SET

Each of the following drawing sections reissued by discipline. Replace each in its entirety. Complete drawing set for each discipline issued in Addendum No. 1 as listed below:

TITLE SHEET
G-001 TITLE SHEET
G-101 LIFE SAFETY INFORMATION
G-102 LIFE SAFETY LEVEL 1 OVERALL PLAN
G-103 LIFE SAFETY LEVEL 2 OVERALL PLAN
G-104 LIFE SAFETY LEVEL 3 OVERALL PLAN

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S-002 GENERAL INFORMATION

S-003 GENERAL FOUNDATION DETAILS
S-100 FOUNDATION PLAN
S-101 LEVEL 1 FRAMING PLAN
S-102 LEVEL 2 FRAMING PLAN
S-103 LEVEL 3 FRAMING PLAN
S-201 BUILDING SECTIONS
S-401 STAIR 1 FRAMING PLANS
S-402 STAIR 2 FRAMING PLANS
S-420 SHEAR WALL SCHEDULE
S-421 ENLARGED REINFORCEMENT FRAMING PLANS
S-501 FOUNDATION DETAILS
S-510 PRECAST CONCRETE DETAILS
S-601 SCHEDULES

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A-002 GENERAL INFORMATION
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A-202 ELEVATIONS
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A-205 PRECAST PANEL ELEVATIONS AND WALL SECTIONS
A-206 PRECAST PANEL ELEVATIONS AND WALL SECTIONS
A-301 BUILDING SECTIONS
A-302 BUILDING SECTIONS
A-401 ENLARGED STAIR 1 PLANS
A-402 ENLARGED STAIR 1 SECTIONS
A-403 ENLARGED STAIR 2 PLANS AND SECTIONS
A-404 ENLARGED PLANS AND SECTIONS
A-501 SECTIONS AND DETAILS
A-601 SCHEDULES & DOOR, WINDOW, AND FRAME TYPES

FIRE PROTECTION
F-001 FIRE PROTECTION SYMBOLS, SCHEDULES, AND ABBREVIATIONS
F-101 LEVEL 1 FIRE PROTECTION PLAN
F-102 LEVEL 2 FIRE PROTECTION PLAN
F-103 LEVEL 3 FIRE PROTECTION PLAN

PLUMBING
P-001 PLUMBING SYMBOLS & ABBREVIATIONS
P-100 BELOW SLAB PLUMBING PLAN
P-101 LEVEL 1 PLUMBING PLAN
P-102 LEVEL 2 PLUMBING PLAN
P-103 LEVEL 3 PLUMBING PLAN
P-501 PLUMBING SCHEDULES & DETAILS
P-901 PLUMBING ISOMETRICS

MECHANICAL
M-001 MECHANICAL SYMBOLS & ABBREVIATIONS
M-101 LEVEL 1 MECHANICAL PLAN
M-102 LEVEL 2 MECHANICAL PLAN
M-103 LEVEL 3 MECHANICAL PLAN

M-501 MECHANICAL SCHEDULES & DETAILS

ELECTRICAL
E-001 ELECTRICAL SYMBOLS, ABBREVIATIONS & SHEET INDEX
E-102 LEVEL 1 PLAN - POWER & SYSTEMS
E-103 LEVEL 2 PLAN - POWER & SYSTEMS
E-104 LEVEL 3 PLAN - POWER & SYSTEMS
E-112 LEVEL 1 PLAN - LIGHTING
E-113 LEVEL 2 PLAN - LIGHTING
E-114 LEVEL 3 PLAN - LIGHTING
E-601 ELECTRICAL SCHEDULES
E-610 PANEL SCHEDULES
E-620 ELECTRICAL ONE-LINE POWER DIAGRAM

--- END OF ADDENUM NO. 1 ---

SECTION 00 21 13 – INSTRUCTIONS TO BIDDERS

CONTENTS

1. General
2. Deposits
3. Bids
4. Alternate Bids
5. Contract and Contract Documents
6. Withdrawal of Bids
7. Reservation
8. Inadequacies and Omissions
9. Power of Attorney

1. GENERAL

   A. Each bidder shall refer to the Table of Contents and read and examine all sections listed therein, all of which are part of the specifications and contain provisions applicable to the successful bidder. Each bidder shall also examine all drawings as the successful Bidder will be required to do all work belonging to the contract scope which is shown on the drawings, mentioned in the specifications or reasonably implied as necessary to complete its contract.

   B. Specification sections are used to designate areas of work. All Bidders are required to review all specifications and plan documents in order to evaluate the extent of the work.

   C. Specification sections that are included in these specifications but are not itemized within any specific Work Category are the full responsibility of all Subcontractors as they relate to the primary scope of work.

   D. Assignments of specification sections to a given Contract are for purposes of indicating primary responsibility for such work only. The listing of a specific section within a Contract does not relieve other Subcontractors from providing work for this specification section as it relates to scopes in other Contracts.

   E. Work will be performed directly for Miron Construction Co., Inc. acting as an agent for the Owner. Miron Construction Co., Inc. is the Construction Manager and is soliciting and receiving bids for the work.

   F. Each bidder shall visit the site to become acquainted with adjacent areas, means of approach to the site, access to the facility, conditions of the actual job site, and facilities for delivering, storing, placing and handling of materials and equipment.

   G. Bidders shall compare the drawings and specifications with the existing site, any work in place, and become familiar with all conditions affecting execution of work. Neglect of this requirement will not be acceptable as cause for additional compensation.

   H. Each contract will be a stipulated sum base bid for each Contract or combination of Contracts.

   I. Miron Construction Co., Inc. will provide the general building permit. Specific trade permits, (i.e. plumbing, electrical, etc.), will be the responsibility of the successful bidder that intends to perform that scope of work.

2. DEPOSITS

   A. Bidding Documents may be obtained in accordance with the Advertisement for Bids.

3. BIDS

   A. Stipulated sum bids will be received as indicated in the Advertisement for Bids. When requested by Miron Construction Co., Inc., satisfactory evidence of agency or authority of any person signing on behalf of another must be furnished.

   B. Any amendments to the Bid Form or appended thereto or any inclusion of any correspondence, written or printed matter, or details of any nature other than that specifically called for may disqualify bid. No telegraphic alterations to the bid will be accepted.

   C. The bidder shall include all taxes required by law in the Bid Proposal. Where the Owner is exempt from payment of state sales tax, the Owner reserves the right to purchase materials for the project.

   D. The bidder shall not include sales taxes in the bid on applicable items as identified below. Include all

other consumer, use and other similar taxes required by law.

1. Sales Tax:

   (a) As a tax-exempt body, all materials shall be identified directly from the manufacturer/supplier to save the applicable local, county, and state sales tax. No minimum amount required for processing.

   (b) The installation portion of the bid is to include installation of the tax exempt items plus all labor, material, equipment, incidentals, overhead, and profit necessary to complete the project as defined by the Bidding Documents, including unloading, uncrating, and warranty repairs, maintenance, and replacements.

2. Owner will furnish Contractor with a tax exemption certificate for purchase of all permanent materials for the project.

4. ALTERNATE BIDS

A. Each Bidder shall carefully read requests for alternate bids, if requested, and thoroughly examine the Bidding Documents to determine to what extent the various changes and conditions will affect its bid. Base bid may be rejected unless the requested alternate bids are also submitted.

B. Bidders shall state the amount to be added to, or deducted from, the base bid for making the changes including all incidentals, omissions, additions and adjustments as may be necessary or required by such changes.

1. Indicate prices for each alternate on Bid Form; if no change in price is required, indicate “NO CHANGE”.

2. Indicate on the Bid Form the amount to be added or deducted form the base bid, should the alternate be accepted, indicating whether it is an ”ADD” or a “DEDUCT” price.

C. Include in alternate price all materials, parts and accessories required for a complete installation, regardless of whether they are mentioned in the alternate description.

D. Voluntary alternates may be considered in the evaluation of bids.

E. The Owner reserves the right to accept any or all of the alternates in any order or combination.

F. Accepted alternates will be identified in the agreement.

5. CONTRACT AND CONTRACT DOCUMENTS

A. Bidder shall submit to Miron Construction Co., Inc. the names and addresses of all proposed Subcontractors and/or vendors within the Work Category.

1. The Bidder will be required to establish, to the satisfaction of Miron Construction Co., Inc., the reliability and responsibility of the proposed Sub-subcontractors and/or Vendors to provide the work described in the sections of the specifications pertaining to such proposed Subcontractor’s respective trades.

2. If an agreement with Sub-subcontractors and/or Vendor cannot be reached, Miron Construction Co., Inc. reserves the right to delete that particular portion of work from the Subcontract and award a separate subcontract for that work.

3. If construction conditions necessitate, the Subcontractor, at no change in contract price, may make a substitution of a Sub-subcontractor and/or Vendor, provided such substitution is acceptable to Miron Construction Co., Inc.

B. Before a bid is considered for award, the Bidder may be requested by Miron Construction Co., Inc. to submit a statement regarding previous experience in performing comparable work, business and technical organization, financial resources, list of proposed Subcontractors, and any other criteria Miron Construction Co., Inc. deems relevant to the successful performance of the Contract.

C. The Contract, which the successful Bidder will be required to enter into, is Miron Construction Co., Inc.’s standard subcontract agreement. Bidders are requested to familiarize themselves with conditions therein and in AIA Document A201, General Conditions. Copies of Miron Construction Co., Inc.’s standard subcontract agreements are available at Miron Construction Co., Inc.’s offices for

review.

D. Contracts will be awarded to the lowest qualified bidder, subject to approval by City of DePere Common Council.

6. WITHDRAWAL OF BIDS

A. A Bid may be modified or withdrawn by an appropriate document duly executed in the manner that a Bid must be executed and delivered to the place where Bids are to be submitted prior to the date and time for the openings.

B. If within 24 hours after Bids are opened, any Bidder files a duly signed written notice with Owner and promptly thereafter demonstrates to the reasonable satisfaction of Owner that there was a material and substantial mistake in the preparation of it Bid, that Bidder may withdraw its Bid, and the Bid security will be returned. Thereafter, if the Work is rebid, that Bidder will be disqualified from further bidding on the Work. Negligence on the part of the Bidder in preparing the Bid, or the failure or omission of any Bidder to examine any form, instrument, or document shall in no way relieve any bidder from any obligation in respect to its bid.

C. All bids shall be effective and open for acceptance for a period of sixty (60) calendar days after date set for opening of bids.

7. RESERVATION

A. Owner reserves the right to reject any or all Bids, including without limitation, nonconforming, nonresponsive, unbalanced, or conditional Bids. Owner further reserves the right to reject the Bid of any Bidder whom it finds, after reasonable inquiry and evaluation, to not be responsible. Owner may also reject the Bid of any Bidder if Owner believes that it would not be in the best interest of the Project to make an award to that Bidder. Owner also reserves the right to waive all informalities not involving price, time, or changes in the Work and to negotiate contract terms with the Successful Bidder.

B. More than one Bid for the same Work from an individual or entity under the same or different names will not be considered. Reasonable grounds for believing that any Bidder has an interest in more than one Bid for the Work may be cause for disqualification of that Bidder and the rejection of all Bids in which that Bidder has an interest.

C. In evaluating Bids, Owner will consider whether or not the Bids comply with the prescribed requirements, and such alternates, unit prices and other data, as may be requested in the Bid Form or prior to the Notice of Award.

D. In evaluating Bidders, Owner will consider the qualifications of Bidders and may consider the qualifications and experience of Subcontractors, Supplier, and other individuals or entities proposed for those portions of the Work for which the identify of Subcontractors, Suppliers, and other individuals or entities must be submitted as provided in the Supplementary Conditions.

E. Owner may conduct such investigations as Owner deems necessary to establish the responsibility, qualifications, and financial ability of Bidders, proposed Subcontractors, Suppliers, individuals, or entities to perform the Work in accordance with the Contract Documents.

F. Bidder agrees to waive any claim it has or may have against the Owner and the respective employees arising out of or in connection with the administration, evaluation or recommendation of any Bid.

G. If the Contract is to be awarded, Owner will award the Contract to the lowest responsible responsive Bidder whose Bid is in the best interests of the Project.

8. INADEQUACIES AND OMISSIONS

A. No oral explanation in regard to meaning of Bidding Documents will be made and no oral instructions will be given before receipt of bids. Bidders shall bring discrepancies, omissions, conflicts or doubt as to true meaning of any part of Bidding Documents to the attention of Miron Construction Co., Inc., **by email only john.murphy@miron-construction.com**, at least five (5) calendar days before due date for bids. Prompt clarification will immediately be supplied to the Bidding Document holders of record by Addendum and receipt of each Addendum shall be acknowledged on the Bid Form by each Bidder. All Addenda issued shall become part of the Contract Documents.

B. Failure to request clarification or interpretation of Contract Documents will not relieve a Subcontractor and/or Vendor of its responsibilities. Signing of the Proposal/Bid Form will imply that the Subcontractor has thorough comprehension of full intent and scope of the Contract Documents.

C. Neither the Owner, the Architect/Engineer, nor Miron Construction Co., Inc. will be responsible for oral instructions.

9. POWER OF ATTORNEY

A. None required.

10. OPENING BIDS

A. Bids will be opened as indicated in the Advertisement to Bid. The bid opening can be viewed live via the Microsoft Teams information shown below. An abstract of the amounts of the base bids and major alternatives, if any, will be made available to bidders after opening the bids.

1

The bid opening can be viewed live via Microsoft Teams as follows from your computer, tablet or smartphone by clicking the link:

Join the meeting now
Meeting ID: 231 908 786 199 3
Passcode: WH9SH2a6

or entering the web address:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_MTY1ZjJiYjMtYzJkYS00YWQxLTk0NzgtZTExMzc4ZWI2MTY5%40thread.v2/0?context=%7b%22Tid%22%3a%228c479a59-cbe9-4178-b9c6-add877ba07ae%22%2c%22Oid%22%3a%223ddc82dc-5652-4863-bdc9-739a605ceeb7%22%7d

You can also dial in using your phone:
+1 920-393-3726,,242212016#
Phone conference ID: 242 212 016#

--- END OF INSTRUCTIONS TO BIDDERS ---

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GRAEF

collaborate / formulate / innovate

ADDENDUM 01

TO: Miron Construction, Precast Bidders

FROM: Jason Gross, PE

DATE: August 1, 2025

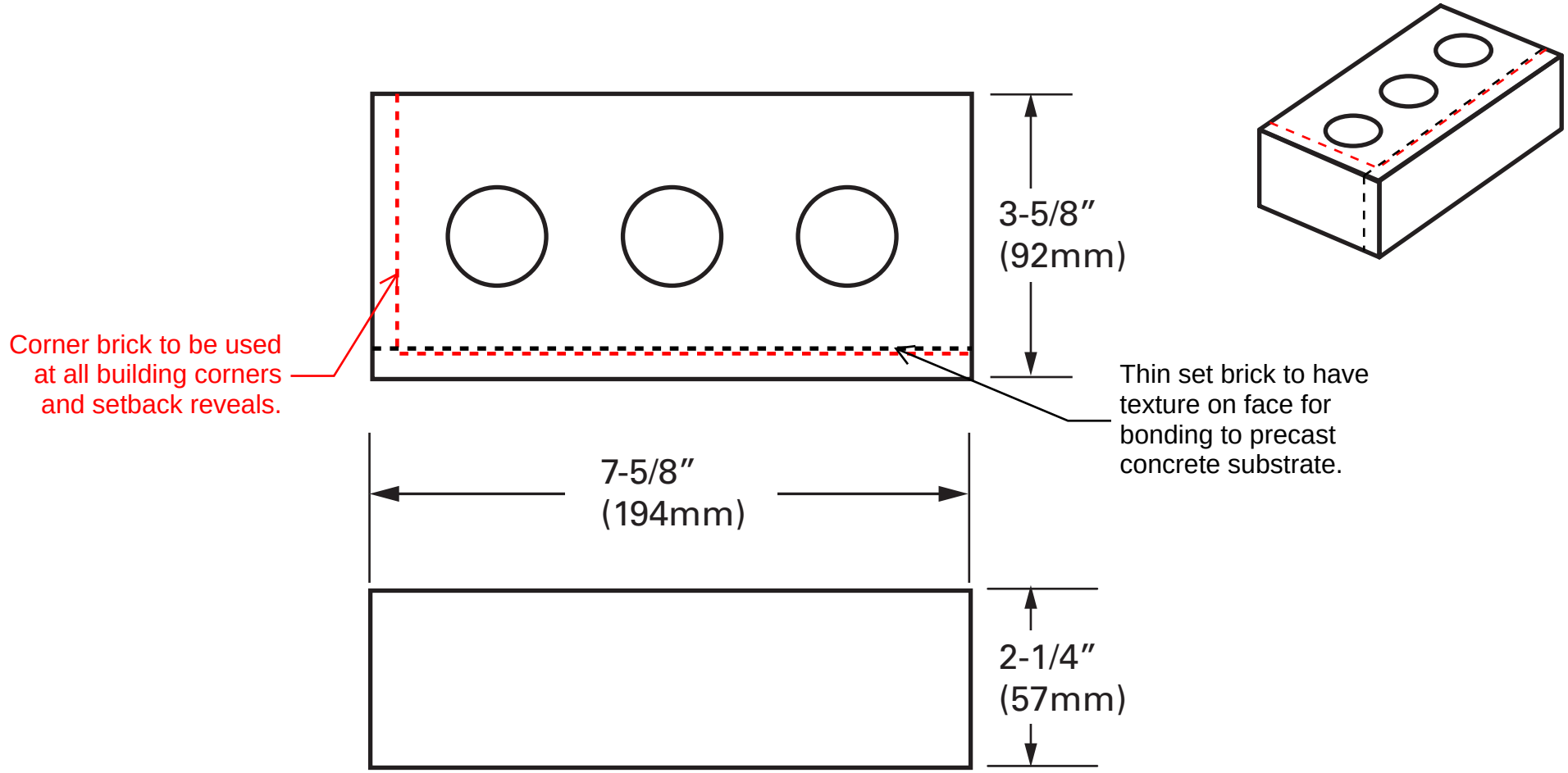
SUBJECT: De Pere Parking Facility – Precast Brick Selection

Berners Schober Architects (BSA) is the architectural designer for the exterior façade of the De Pere Parking Facility. All sides of the parking structure will feature architectural precast wall panels with thin-set brick inlays. The design intent is for the precaster to install both thin-set and corner bricks within plastic form liner trays, casting the bricks integrally with the precast panels. This method ensures a long-term bond between the brick and the precast substrate, supporting the building's expected service life of 50+ years. Every building corner and setback reveal will incorporate corner bricks, creating the appearance of traditional, laid-up masonry rather than a brick veneer or "brick wallpaper" effect. This includes at all four sides of the stair and elevator towers, at the curtainwall interface, transition of materials (where applicable between difference precast finishes), and at snow chute.

- Manufacturer: Endicott Clay Products
- Size: standard Modular 8" W x approximately 2 5/16" H (or three courses high equaling 8" with 3/8" mortar joints)
- Color: Desert Ironspot Dark
- Finish: smooth
- Consistency: monochromatic color, not a blend
- Appearance: Flush mortar joint and joint sealant to match the brick as closely as possible. Precast color behind brick and top and bottom bands to match Desert Ironspot Dark (minus the iron spots).

JLG
jlg

Attachment: Endicott Clay Products Modular Face Brick cut sheet



NOTES:
NOT ALL PRODUCTS ARE AVAILABLE IN ALL COLORS AND/OR SIZES. PLEASE CONTACT ENDICOTT FOR AVAILABILITY. ENDICOTT MODULAR FACE BRICKS CONFORM TO ASTM C216 SPECIFICATIONS. ASTM TYPE AND GRADE ARE DEPENDENT ON TEXTURE AND OTHER FACTORS.

MODULAR FACE BRICK

ENDICOTT

CITY OF DE PERE

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

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E-601	ELECTRICAL SCHEDULES
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PROJECT TEAM

FUNCTIONAL PARKING ENGINEER

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https://graef-usa.com/

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PLUMBING ENGINEER

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ELECTRICAL ENGINEER

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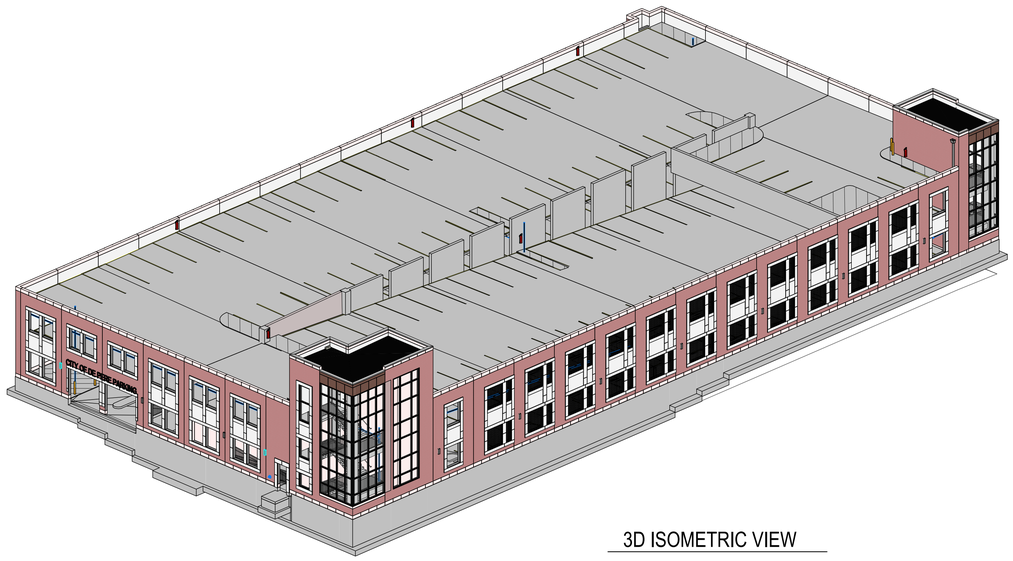
PROJECT CONTACT: David Krajnak
DIRECT PHONE: (414) 266-9297
EMAIL ADDRESS: david.krajnak@graef-usa.com



3D ISOMETRIC VIEW

GRAEF
275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500

www.graef-usa.com

CLIENT:

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:

bernerssch▪ber

310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

1 08/01/2025 ADDENDUM 01

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	EKS
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

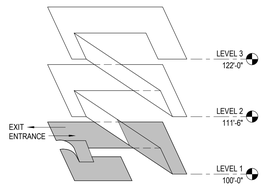
TITLE SHEET

SHEET NUMBER:

G-001

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_A25.rvt
8/5/2025 2:32:17 PM

ISOMETRIC KEY PLAN



PARKING SCHEDULE

LEVEL	WIDTH	LENGTH	ANGLE	ELEMENT DESIGNATION	COUNT
LEVEL-01					
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD	59
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LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD EV CHARGING ADA	1
71					
LEVEL-02					
LEVEL-02	9' - 0"	16' - 0"	90.00°	STANDARD	86
86					
LEVEL-03					
LEVEL-03	9' - 0"	16' - 0"	90.00°	STANDARD	70
70					
GRAND TOTAL: 227					

FIRE EXTINGUISHER CALCULATIONS

NFPA 13: OCCUPANCY HAZARD CLASSIFICATION

ORDINARY HAZARD OCCUPANCY
LOCATION: ALL PARKING GARAGE LEVELS

NFPA 10: CLASSIFICATION OF FIRE

CLASS A TYPE (ORDINARY COMBUSTIBLES)
LOCATION: ALL PARKING GARAGE LEVELS

CLASS B TYPE (FLAMMABLE LIQUIDS)
LOCATION: ALL PARKING GARAGE LEVELS

FIRE EXTINGUISHER DISTRIBUTION

ALL PARKING GARAGE LEVELS:
ORDINARY HAZARD, MINIMUM 10-B FIRE EXTINGUISHER AND 50-0" MAXIMUM TRAVEL DISTANCE

FIRE EXTINGUISHER KEY

1. FOR FIRE EXTINGUISHERS LESS THAN 40LBS:
   A. TOP OF FIRE EXTINGUISHER SHALL NOT EXCEED 5'-0" ABOVE FINISH FLOOR.
   B. BOTTOM OF FIRE EXTINGUISHER SHALL BE 4" MINIMUM ABOVE FINISH FLOOR.

2. FOR FIRE EXTINGUISHERS GREATER THAN OR EQUAL TO 40LBS:
   A. TOP OF FIRE EXTINGUISHER SHALL NOT EXCEED 3'-6" ABOVE FINISH FLOOR.
   B. BOTTOM OF FIRE EXTINGUISHER SHALL BE 4" MINIMUM ABOVE FINISH FLOOR.

3. FOR FIRE EXTINGUISHER CABINETS AND ADA COMPLIANCE:
   A. CENTER CABINET PULL MAXIMUM 48" ABOVE FINISH FLOOR.
   B. MAXIMUM 4" PROJECTION FOR SEMI-RECESSED WALL CABINETS.

REFER TO ICC A117.1-2009, OSHA 29 CFR 1910.157 AND NFPA-10 FOR ADDITIONAL INFORMATION.

FE-1 CLASS ABC (MULTI-PURPOSE) BRACKET MOUNTED FIRE EXTINGUISHER 4A:80B:C FIRE EXTINGUISHER (APPROXIMATELY 10 LBS). 50'-0" MAXIMUM TRAVEL DISTANCE

FE-2 LITHIUM-ION RATED, BRACKET MOUNTED FIRE EXTINGUISHER. FIRE EXTINGUISHER FOR LITHIUM-ION BATTERY FIRES (APPROXIMATELY 20 LBS). 50'-0" MAXIMUM TRAVEL DISTANCE. (LOCATE ON LOWER LEVEL NEAR ELECTRIC VEHICLE CHARGING STATIONS)

CLASS ABC FIRE EXTINGUISHER KEY

BUILDING CODE DATA

APPLICABLE CODE RESOURCE:
WISCONSIN COMMERCIAL BUILDING CODE (BASED ON 2015 IBC)
WISCONSIN FIRE CODE (BASED ON 2015 IFC)

MAIN OCCUPANCY: *IBC chapter 3* GROUP: S-2

MIX USE OCCUPANCY: *IBC section 508* GROUP: NA

TYPE OF CONSTRUCTION: *IBC chapter 6* I-A

FIRE-RESISTANT RATING REQUIRED: *IBC section 601*

PRIMARY STRUCTURE:	3 HOUR
EXTERIOR BEARING WALLS:	3 HOUR
INTERIOR BEARING WALLS:	3 HOUR
EXTERIOR NON-BEARING WALLS:	0 HOUR
INTERIOR NON-BEARING WALLS:	0 HOUR
FLOOR CONSTRUCTION:	2 HOUR
ROOF CONSTRUCTION:	1 1/2 HOUR

SEPARATION OF OCCUPANCIES REQUIRED: *IBC section 508.4*
■ NO ☐ YES

FIRE WALL SEPARATION PROVIDED TO CREATE SEPARATE BUILDINGS:
■ NO ☐ YES # HOUR

FIRE WALL(S) REQUIRED: *IBC section 706*
■ NO ☐ YES # HOUR

FIRE BARRIER(S) REQUIRED: *IBC section 707*
■ NO ☐ YES SEE NOTE #2 # HOUR

SHAFT ENCLOSURE(S) REQUIRED: *IBC section 713*
☐ NO ■ YES SEE NOTES #2 AND #3 2 HOUR

SPRINKLER SYSTEM: NO ■ YES NFPA 13 ☐

SMOKE AND HEAT REMOVAL: *IBC section 910*
GROUP F1 OR S1
> 50,000 SF OF UNDIVIDED AREA NO ■ YES ☐

IF AREA(S) OVER 50,000 SF IS UNDIVIDED, PROVIDE MEANS FOR SMOKE AND HEAT MITIGATION:
☐ SMOKE AND HEAT VENTS
☐ MECHANICAL SMOKE REMOVAL SYSTEM
☐ SPRINKLERS ARE ESFR
☐ SPRINKLERS ARE CONTROL MODE SPECIAL APPLICATION
☐ AREA WILL BE DIVIDED WITH THE USE OF DRAFT CURTAINS

HIGH PILED COMBUSTIBLE STORAGE:
IBC section 910 AND IFC chapter 32
■ NO ☐ YES

NUMBER OF STREETS: 2

AREA INCREASE DUE TO: *IBC section 506*
SPRINKLER SYSTEM AND/OR FRONTAGE ■ NO ☐ YES

ALLOWABLE BUILDING AREA PER STORY:
IBC section 506 UNLIMITED

ACTUAL BUILDING AREA PER STORY: 29,000 SF

ALLOWABLE NUMBER OF STORIES:
IBC section 504 UNLIMITED

ACTUAL NUMBER OF STORIES: 3

ALLOWABLE BUILDING HEIGHT:
IBC section 504 UNLIMITED

ACTUAL BUILDING HEIGHT: 40'-0"

OCCUPANT LOAD: *IBC section 1004*

SQUARE FOOTAGE LEVEL 1

OCCUPANCY	GROSS AREA	SQ. FT. / RATIO	OCCUPANTS
S-2	29,000 SF	200/SF	145

SQUARE FOOTAGE LEVEL 2

OCCUPANCY	GROSS AREA	SQ. FT. / RATIO	OCCUPANTS
S-2	29,000 SF	200/SF	145

SQUARE FOOTAGE LEVEL 3

OCCUPANCY	GROSS AREA	SQ. FT. / RATIO	OCCUPANTS
S-2	29,000 SF	200/SF	145

COMMON PATH OF EGRESS : *IBC section 1006.2.1*
GROUP S-2 100' - 0"

MAXIMUM EXIT DISTANCE ALLOWED: *IBC section 1017.2*
GROUP S-2 300' - 0"

MAXIMUM EXIT DISTANCE PROVIDED:
GROUP S-2 232' - 0"

AGGREGATE EXIT WIDTH REQUIRED: *IBC section 1005*
ALL LEVELS: 145 OCCUPANT LOAD x .2" = 29"

AGGREGATE EXIT WIDTH PROVIDED:
LEVEL 1: 3 Egress Doors x 32" = 96"
LEVELS 2 AND 3: 2 Egress Doors x 32" = 64"

AGGREGATE EXIT STAIR WIDTH REQUIRED: *IBC section 1005*
(2 STAIRS PROVIDED)
145 OCCUPANT LOAD / 2 = 72.5 OCCUPANT LOAD
73 OCCUPANT LOAD x .3" = 21.9"

AGGREGATE EXIT STAIR WIDTH PROVIDED: 60"

MINIMUM EXITS REQUIRED: *IBC section 1006.3.1* 2

EXITS PROVIDED:
LEVEL 1: 3 EXITS
LEVELS 2 AND 3: 2 EXITS

HORIZONTAL EXITS PROVIDED: N/A

PLUMBING FIXTURES REQUIRED: *IBC Section 2902.1*
SEE NOTE #1

NOTES:

1. PER 2902.2, EX 1, TOILET FACILITIES ARE NOT REQUIRED FOR PARKING GARAGES.
2. PER IBC SECTION 1019.3.6 EXIT ACCESS STAIRWAYS AND RAMPS IN OPEN PARKING GARAGES THAT SERVE ONLY THE PARKING GARAGE ARE PERMITTED TO BE NOT ENCLOSED.
3. ELEVATOR SHAFT SHALL BE 2-HOUR FIRE RATED CONSTRUCTION.

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CLIENT:
CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:
bernerssch■ber
310 PINE ST.
GREEN BAY, WI 54301

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	EKS
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:
LIFE SAFETY INFORMATION

SHEET NUMBER:
G-101

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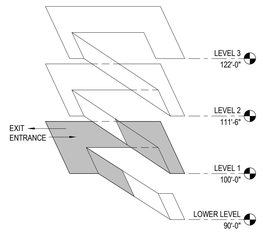
ISOMETRIC KEY PLAN



LIFE SAFETY WALL RATINGS LEGEND

- STANDARD NON-RATED CONCRETE WALL
- 2 HOUR FIRE-RESISTANT RATED CONCRETE WALL

PARKING LEGEND

- EV CHARGING STATION
- ADA PARKING

PARKING SCHEDULE

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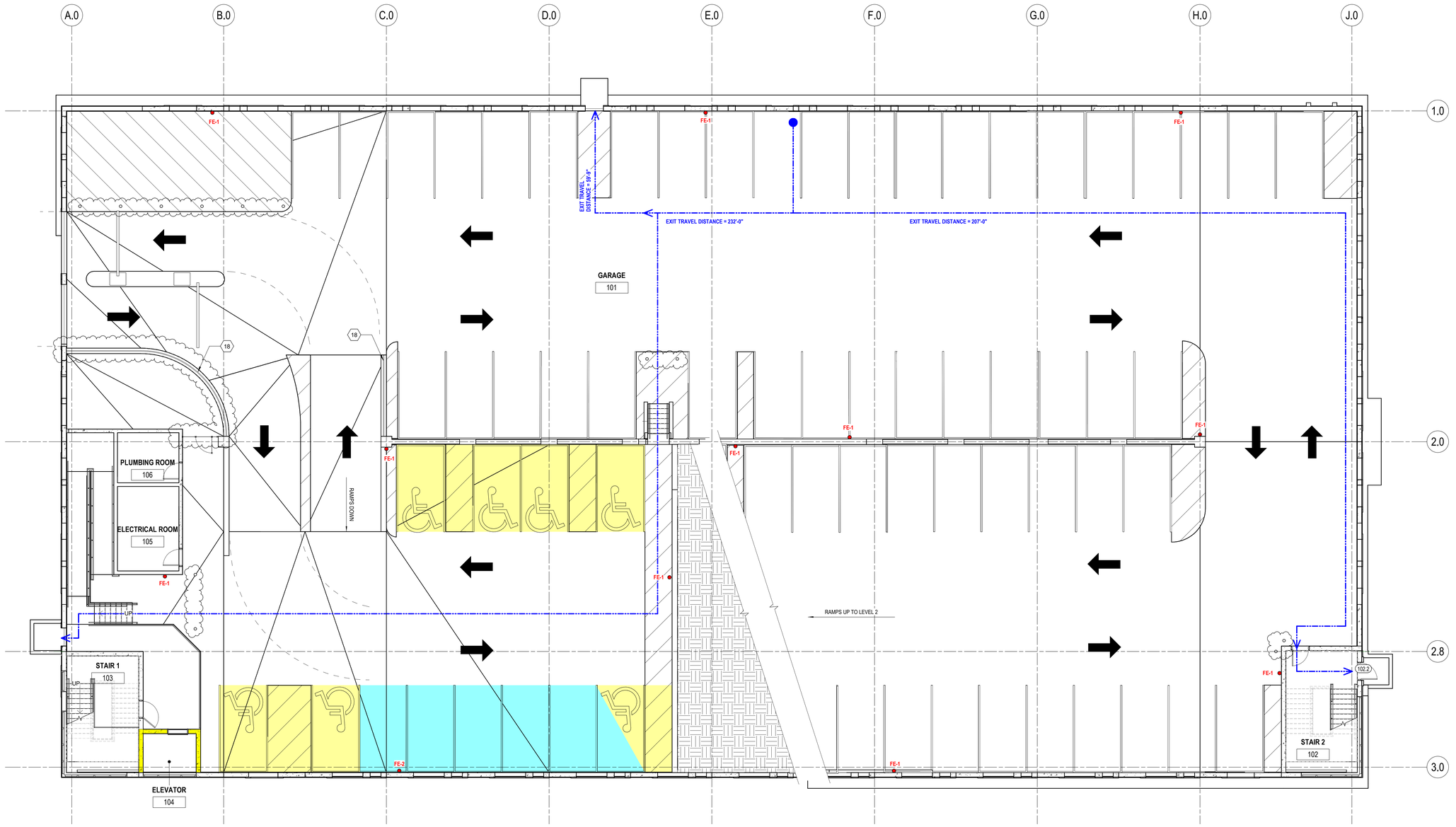

A1 LEVEL 1 OVERALL PLAN
1/8" = 1'-0"

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ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

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CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:
LIFE SAFETY LEVEL 1 OVERALL PLAN

SHEET NUMBER:
G-102

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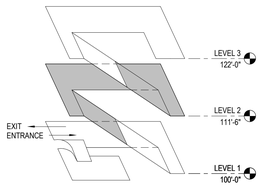
ISOMETRIC KEY PLAN



LIFE SAFETY WALL RATINGS LEGEND

- STANDARD NON-RATED CONCRETE WALL
- 2 HOUR FIRE-RESISTANT RATED CONCRETE WALL

PARKING LEGEND

- EV CHARGING STATION
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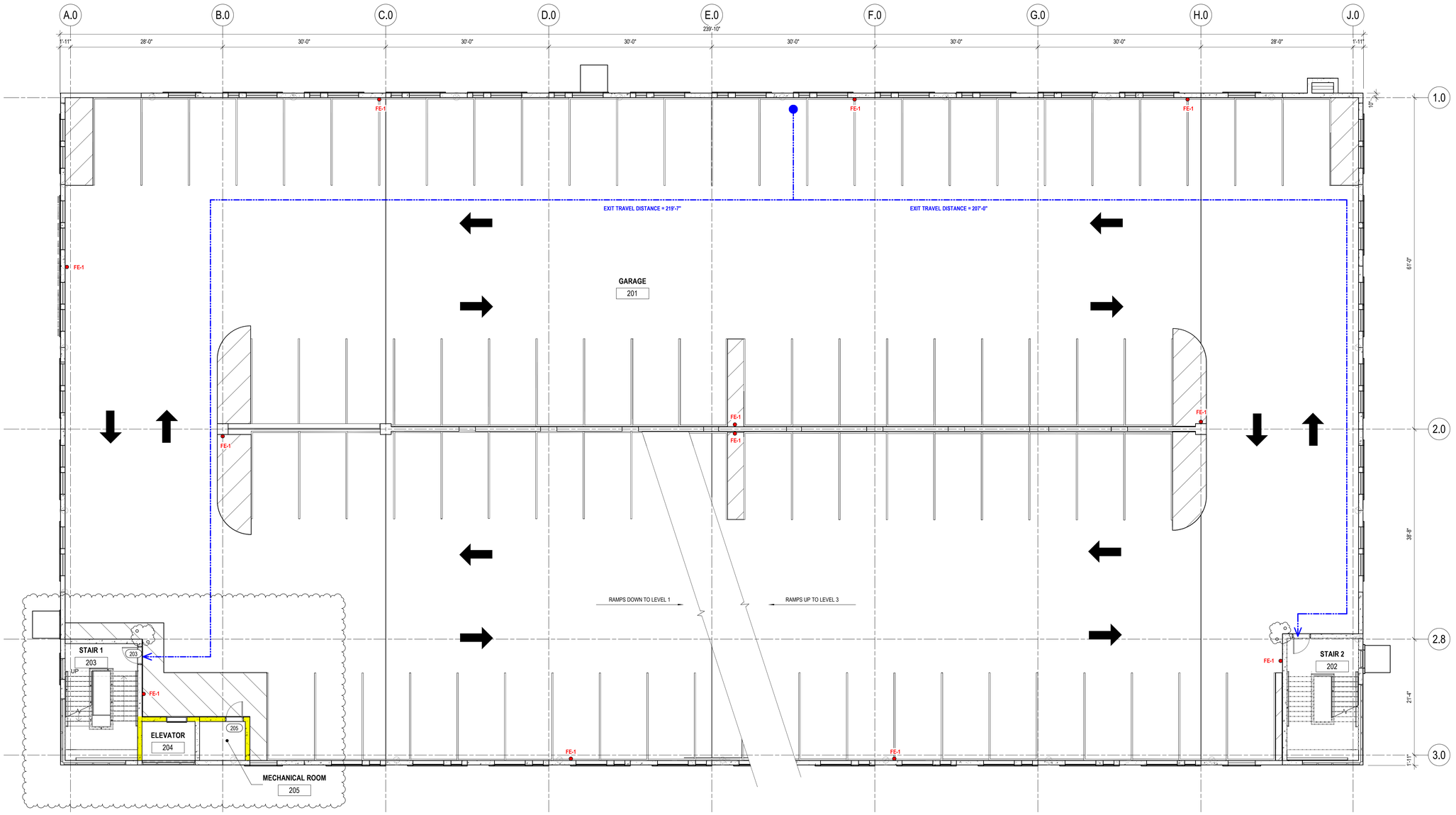

A1 LEVEL 2 OVERALL PLAN PLAN
1/8" = 1'-0"

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bernersschober
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GREEN BAY, WI 54301

PRECAST BID PACKAGE

ISSUE:

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APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

LIFE SAFETY LEVEL 2 OVERALL PLAN

SHEET NUMBER:

G-103

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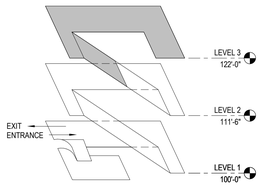
ISOMETRIC KEY PLAN



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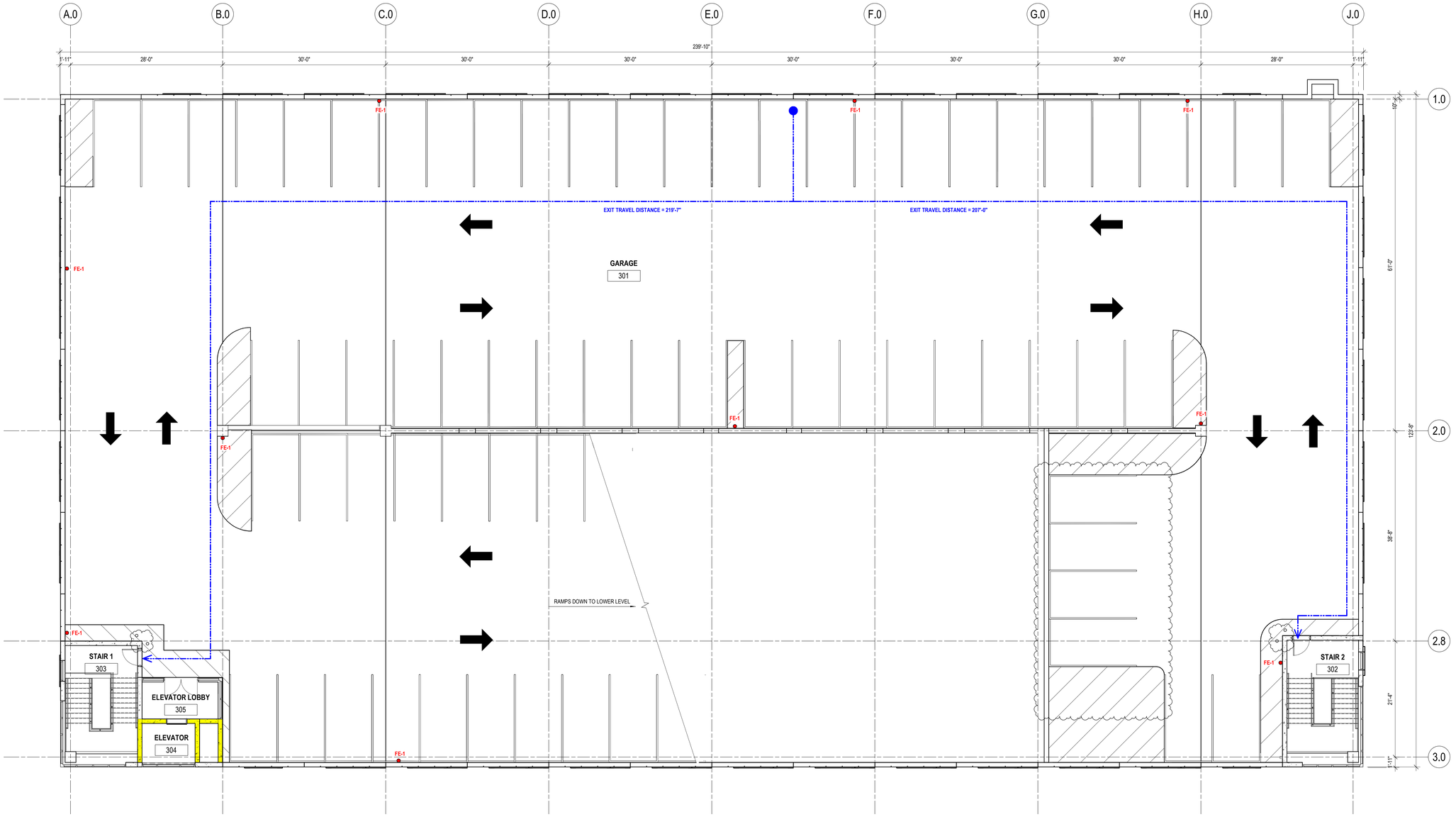

A1 LIFE SAFETY LEVEL 3 OVERALL PLAN

1/8" = 1'-0"

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SCALE:	AS NOTED

SHEET TITLE:

LIFE SAFETY LEVEL 3 OVERALL PLAN

SHEET NUMBER:

G-104

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DESIGN SPECIFICATIONS

1. DESIGN IS IN ACCORDANCE WITH THE STATE OF WISCONSIN AND THE 2015 INTERNATIONAL BUILDING CODE.
2. MINIMUM 28 DAY CONCRETE CYLINDER STRENGTH SHALL BE:

FOOTINGS	4000 PSI
PIERS	4000 PSI
GRADE BEAMS	4000 PSI
MAT SLABS	4000 PSI
FOUNDATION WALLS	4000 PSI
SLABS ON GRADE	4000 PSI
PRECAST WALLS	5000 PSI
PRECAST BEAMS	5000 PSI
PRECAST DOUBLE TEES	5000 PSI
PRECAST COLUMNS	5000 PSI

3. REINFORCING STEEL SHALL CONFORM TO ASTM A615 GRADE 60.
4. WELDABLE REINFORCING STEEL SHALL CONFORM TO ASTM A706 GRADE 60.
5. EPOXY COATED REINFORCING STEEL SHALL CONFORM TO ASTM A775 GRADE 60.
6. POST-TENSIONING STEEL SHALL CONFORM TO ASTM A416.
7. WELDED WIRE FABRIC SHALL CONFORM TO ASTM A1064.
8. SYNTHETIC FIBER REINFORCING SHALL CONFORM TO ASTM C1116.
9. SHEAR STUD RAIL ASSEMBLIES SHALL CONFORM TO ASTM A1044.
10. CONCRETE MASONRY UNITS SHALL CONFORM TO ASTM C90 NORMAL WEIGHT UNITS. MINIMUM COMPRESSIVE STRENGTH OF CONCRETE MASONRY UNITS SHALL BE f'_m = 2000 PSI.
11. MORTAR SHALL CONFORM TO ASTM C270 TYPE S.
12. MASONRY GROUT SHALL CONFORM TO ASTM C476. MINIMUM COMPRESSIVE STRENGTH SHALL BE f'_g = 2000 PSI.
13. MINIMUM COMPRESSIVE STRENGTH OF CONCRETE MASONRY CONSTRUCTION SHALL BE f'_m = 2000 PSI.
14. STRUCTURAL STEEL PLATES SHALL CONFORM TO THE FOLLOWING:

THICKNESS <= 1/8"	ASTM A1011 CS TYPE B (OR APPROVED EQUAL)
3/16" <= THICKNESS <= 4"	ASTM A572 GRADE 50
THICKNESS > 4"	ASTM A36

15. STRUCTURAL STEEL W-SHAPES AND WT-SHAPES SHALL CONFORM TO ASTM A992.
16. STRUCTURAL STEEL ANGLES AND OTHER ROLLED MEMBERS SHALL CONFORM TO ASTM A572 GRADE 50.
17. STRUCTURAL STEEL CHANNELS 8" DEEP OR GREATER SHALL CONFORM TO ASTM A992. STRUCTURAL STEEL CHANNELS LESS THAN 8" DEEP SHALL CONFORM TO ASTM A36.
18. RECTANGULAR OR SQUARE HSS MEMBERS SHALL CONFORM TO ASTM A500 GRADE C.
19. ROUND HSS MEMBERS SHALL CONFORM TO ASTM A500 GRADE C.
20. STEEL PIPE SHALL CONFORM TO ASTM A53 GRADE B.
21. THREADED RODS SHALL CONFORM TO ASTM A36 UNLESS NOTED OTHERWISE.
22. ANCHOR RODS SHALL CONFORM TO ASTM F1554 UNLESS NOTED OTHERWISE.
23. HEADED SHEAR STUDS SHALL CONFORM TO ASTM A108 GRADES 1010 THROUGH 1020 TYPE B.
24. STEEL FLOOR DECK SHALL CONFORM TO ASTM A653 STRUCTURAL QUALITY. MINIMUM YIELD STRENGTH SHALL BE 33 KSI.
25. STEEL ROOF DECK SHALL CONFORM TO ASTM A653 STRUCTURAL QUALITY. MINIMUM YIELD STRENGTH SHALL BE 33 KSI.
26. ASSUMED BEARING CAPACITY FOR SPREAD FOOTINGS IS 7000 PSF AFTER INSTALLATION OF RIGID INCLUSIONS (DESIGNED BY OTHERS), WITH REFERENCE TO THE SOILS REPORT DATED JUNE 20, 2025, AS PREPARED BY ECS MIDWEST, LLC. CONTRACTOR TO COORDINATE DELEGATED DESIGN OF RIGID INCLUSIONS WITH THESE STRUCTURAL DOCUMENTS.
27. DESIGN LOADS:

FLOOR LIVE LOAD

GARAGES	40 PSF
STAIRS AND EXIT WAYS	100 PSF
LOBBIES	100 PSF
MEP ROOMS (LIGHT STORAGE)	125 PSF

FOR FLOOR LIVE LOAD < 80 PSF, A 15 PSF PROVISION FOR PARTITIONS HAS BEEN INCLUDED.

ROOF LIVE LOAD
MINIMUM ROOF LIVE LOAD 20 PSF

LIVE LOAD REDUCTION
LIVE LOAD REDUCTION PER IBC 2015 SECTION 1607.10 IS INCLUDED.

ROOF SNOW LOAD

RISK CATEGORY	III
IMPORTANCE FACTOR	I_s = 1.0
GROUND SNOW LOAD	P_g = 40 PSF
FLAT ROOF SNOW LOAD	P_f = 33.6 PSF
EXPOSURE FACTOR	C_e = 1.0
THERMAL FACTOR	C_t = 1.2

REFER TO TABLE THIS SHEET FOR SNOW DRIFT SURCHARGE LOADS (P_D) AND WIDTHS OF SNOW DRIFTS (w).

ROOF RAIN LOAD
BUILDING HAS BEEN DESIGNED FOR RAIN LOADS PER IBC 2015 SECTION 1611.

WIND LOAD

RISK CATEGORY	III
ULTIMATE WIND SPEED	V_{ult} = 115 MPH
NOMINAL WIND SPEED	V_{asd} = 89.1 MPH
EXPOSURE	C
INTERNAL PRESSURE COEFFICIENT	GC_{pi} = +/- 0.18
COMPONENTS AND CLADDING	REFER TO TABLE THIS SHEET

SEISMIC LOAD

RISK CATEGORY	III
IMPORTANCE FACTOR	I_e = 1.0
MAPPED SPECTRAL RESPONSE ACCELERATION PARAMETERS	S_S = 0.053 g S_1 = 0.034 g
DESIGN SPECTRAL RESPONSE ACCELERATION PARAMETERS	S_{DS} = 0.089 g S_{D1} = 0.079 g
SEISMIC RESPONSE COEFFICIENT	C_s = 0.029 Wx
RESPONSE MODIFICATION FACTOR	R = 3
SITE CLASS	E
SEISMIC DESIGN CATEGORY	B
SEISMIC FORCE-RESISTING SYSTEM	ORDINARY PRECAST SHEAR WALLS
ANALYSIS PROCEDURE	EQUIVALENT LATERAL FORCE PROCEDURE PER IBC AND ASCE 7
DESIGN BASE SHEAR	271 KIPS

28. RESISTANCE TO LATERAL LOADS ON STRUCTURE IS PROVIDED BY FLOOR DIAPHRAGMS AND ROOF DIAPHRAGMS. CONTRACTOR SHALL PROVIDE SUFFICIENT TEMPORARY BRACING UNTIL ALL LATERAL SUPPORT SYSTEMS ARE IN PLACE AND FUNCTIONAL.
29. ALL STRUCTURAL FRAMING AND CONNECTIONS HAVE BEEN DESIGNED FOR THE FINAL COMPLETED CONDITION AND HAVE NOT BEEN INVESTIGATED FOR POTENTIAL LOADINGS ENCOUNTERED DURING ERECTION AND CONSTRUCTION. ANY INVESTIGATION OF THE STRUCTURAL FRAMING AND CONNECTIONS FOR ADEQUACY DURING THE ERECTION AND CONSTRUCTION PROCESS IS THE RESPONSIBILITY OF THE CONTRACTOR.
30. CONTRACTOR IS RESPONSIBLE FOR MEANS AND METHODS OF CONSTRUCTION AND JOB SITE SAFETY.
31. THE INTENT OF THESE DESIGN SPECIFICATIONS AND GENERAL NOTES IS TO INDICATE INFORMATION THAT IS ROUTINELY UTILIZED. ADDITIONAL PROJECT REQUIREMENTS ARE LOCATED WITHIN THE PROJECT SPECIFICATIONS, ALSO KNOWN AS THE PROJECT MANUAL. CONFLICTING INFORMATION BETWEEN THESE DRAWINGS AND THE PROJECT SPECIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE STRUCTURAL ENGINEER.
32. NO PROVISIONS ARE INCLUDED FOR THE FOLLOWING FUTURE ADDITIONS. OWNER OPTION TO EVALUATE FUTURE EXPANSION WITH STRUCTURAL UPGRADES TO FOUNDATIONS, COLUMNS, AND LATERAL FORCE RESISTING SYSTEM.

GENERAL NOTES

CONCRETE

1. FORMWORK SHALL BE DESIGNED IN ACCORDANCE WITH THE ACI "MANUAL OF CONCRETE PRACTICE", LATEST EDITION.
2. REINFORCING STEEL SHALL BE DETAILED AND PLACED IN ACCORDANCE WITH THE ACI "MANUAL OF CONCRETE PRACTICE", LATEST EDITION, UNLESS OTHERWISE NOTED.
3. LAP ALL WALL BARS WITH CLASS B LAPS SPLICES UNLESS OTHERWISE DETAILED. LAP WELDED WIRE MESH 6 INCHES.
4. PROVIDE COLUMN AND WALL DOWELS OF THE SAME SIZE AND NUMBER AS THE RESPECTIVE COLUMN AND WALL REINFORCING UNLESS OTHERWISE DETAILED.
5. PROVIDE TWO #4 BARS AS STIRRUP CARRY BARS WHERE NO TOP STEEL IS AVAILABLE TO HOLD STIRRUPS.
6. WHEREVER AN APPROVED PIPE OR CONDUIT EXTENDS THROUGH A BEAM, PROVIDE ONE ADDITIONAL STIRRUP ON EACH SIDE OF THE OPENING.
7. CONCRETE PROTECTION FOR REINFORCING BARS SHALL BE IN ACCORDANCE WITH THE "BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE", ACI 318-14.
8. SLABS ON GRADE SHALL BE CAST ALLOWING A SUFFICIENT NUMBER OF JOINTS TO ADEQUATELY CONTROL SHRINKAGE CRACKING. SAWCUTTING SHALL BE DONE AS SOON AS SAWCUT WILL NOT RAVEL CONCRETE OR WITHIN 24 HOURS MAXIMUM OF INITIAL POURING OPERATION. MAXIMUM SIZE OF PANELS SHALL BE 15 FEET BY 15 FEET FOR 5-INCH SLAB ON GRADE. GENERALLY, JOINTS SHALL OCCUR ON COLUMN CENTERLINES.
9. INTERIOR SLABS ON GRADE SHALL BE 5 INCHES THICK AND REINFORCED WITH 4.5 LB PER CUBIC YARD POLYPROPYLENE MACRO FIBERS.
10. EXTERIOR SLABS ON GRADE SHALL BE 5 INCHES THICK AND REINFORCED WITH 4.5 LB PER CUBIC YARD POLYPROPYLENE MACRO FIBERS.
11. ALLOW AT LEAST 24 HOURS BEFORE POURING ADJACENT WALL SECTIONS BETWEEN CONSTRUCTION JOINTS. MAXIMUM LENGTH OF POUR TO BE 40 FEET, UNLESS CRACK INDUCERS ARE USED AS DETAILED ON THE DRAWINGS.
12. CONTRACTOR SHALL NOTIFY THE ENGINEER AT LEAST 24 HOURS PRIOR TO PLACING CONCRETE.
13. CONCRETE SLABS ON METAL DECK SHALL BE POURED TO A CONSTANT THICKNESS.
14. CONSTRUCTION JOINTS IN BEAMS, JOISTS OR SLABS TO BE LOCATED BETWEEN THE 1/4 POINT AND CENTERLINE OF SPAN, OR AS DIRECTED BY THE ENGINEER.
15. DO NOT PLACE OR CUT HOLES IN CONCRETE SLABS, BEAMS, WALLS OR COLUMNS WITHOUT PRIOR APPROVAL OF THE ENGINEER.
16. EXTERIOR EXPOSED CONCRETE SHALL BE AIR-ENTRAINED. AIR CONTENT SHALL BE 6 PERCENT (+/-1 1/2 PERCENT).
17. CAMBER CONCRETE MEMBERS FOR DEAD LOAD DEFLECTION BY ADJUSTING FORMS.
18. PIPES AND CONDUITS EMBEDDED IN OR PASSING THROUGH STRUCTURAL MEMBERS MUST BE APPROVED BY THE STRUCTURAL ENGINEER. PIPE AND CONDUITS EMBEDDED IN CONCRETE SHALL NOT BE LARGER THAN 2 INCHES IN OUTSIDE DIAMETER AT THEIR WIDEST POINT OR FITTING OR 1/3 OF THE THICKNESS OF THE SLAB, BEAM OR WALL.
19. ELECTRICAL CONDUIT OR PIPES EMBEDDED IN OR PASSING THROUGH SLABS, BEAMS OR WALLS SHALL BE LOCATED AND PLACED SO THAT:
    A. THEY ARE NOT CLOSER THAN THREE DIAMETERS ON CENTER.
    B. THE CONCRETE COVER IS NOT LESS THAN [1-INCH] [2 INCHES].
    C. THEY RUN BETWEEN REINFORCING AND DO NOT DISPLACE IT IN ANY MANNER.
20. ALUMINUM CONDUITS SHALL NOT BE PLACED IN CONCRETE.
21. CHAMFER ALL EXPOSED CONCRETE CORNERS. SEE ARCHITECTURAL/STRUCTURAL DRAWINGS FOR REQUIREMENTS.
22. CONCRETE SHALL BE TESTED BY THE OWNER'S TESTING LAB. REFER TO SPECIFICATIONS FOR REQUIREMENTS.
23. PROPER CURING PROCEDURES SHALL BE USED FOR SLAB ON GRADE TO PREVENT CURLING.
24. CALCIUM CHLORIDE SHALL NOT BE USED IN CONCRETE MIXES.
25. PROVIDE WATERSTOPS AT ALL CONSTRUCTION JOINTS BELOW THE WATER TABLE AND AS SHOWN ON DRAWINGS. SEE SPECIFICATIONS FOR ADDITIONAL INFORMATION.
26. EPOXY FOR DRILL AND EPOXY REBAR SHALL BE HILTI HIT-RE500 OR EQUIVALENT.

PRECAST CONCRETE

1. PRECAST CONCRETE MEMBERS SHALL BE DESIGNED IN ACCORDANCE WITH THE "BUILDING CODE REQUIREMENTS FOR STRUCTURAL CONCRETE", ACI 318-14 AND PCI DESIGN HANDBOOKS AND MANUALS, LATEST EDITION.
2. PRECAST CONCRETE SHALL BE DETAILED, FABRICATED, AND ERECTED IN ACCORDANCE WITH THE ACI "MANUAL OF CONCRETE PRACTICE", LATEST EDITION, AND THE AFOREMENTIONED CONCRETE PROVISIONS.
3. PRECAST CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROPER DESIGN AND REINFORCING OF PRECAST CONCRETE FOR HANDLING AND ERECTION STRESSES.
4. PRECAST CONCRETE MIX DESIGN SHALL INCLUDE CORROSION INHIBITORS AND AIR-ENTRAINING ADMIXTURES PER THE PROJECT SPECIFICATION MANUAL.
5. PRECAST MEMBERS SHALL BE CONNECTED AND SUPPORTED BY THE STRUCTURE AS INDICATED ON THE DRAWINGS. PROVIDE HOT-DIPPED GALVANIZED CONNECTIONS AND SUPPORTS IN ACCORDANCE WITH ASTM A153/A153M. DOUBLE TEE FLANGE CONNECTORS SHALL BE STAINLESS STEEL.
6. PRECAST MEMBERS SHALL BE DESIGNED AND REINFORCED FOR SELF-WEIGHT AND ALL SUPERIMPOSED LOADS SHOWN ON THE DRAWINGS.
7. PRECAST MEMBERS SHALL BE CAPABLE OF SAFELY SUPPORTING ANY CONCENTRATED LOADS INDICATED BY THE STRUCTURAL, MECHANICAL, AND ARCHITECTURAL DRAWINGS.
8. PRECAST CONTRACTOR SHALL SUPPLY AND INSTALL NON-SHRINK, NON-METALLIC, NON-FERROUS GROUT WITH A MINIMUM YIELD STRENGTH OF 10,000 PSI.
9. PRECAST CONTRACTOR SHALL FURNISH AND INSTALL ALL MATERIALS (HANGERS, CLIPS, PLATES, HEADERS, ANCHORAGES, ETC.) WHICH MUST BE PRECAST INTO THE CONCRETE UNLESS OTHERWISE NOTED OR REQUIRED FOR CONNECTION OF PRECAST TO STRUCTURE.
10. CONTRACTOR SHALL COORDINATE LOCATIONS OF ALL HOLES OR OPENINGS WITH RESPECTIVE TRADES BEFORE FABRICATION. ANY DEVIATION FROM THESE LOCATIONS OR ADDITIONAL OPENINGS MUST BE APPROVED BY THE FABRICATOR.
11. MAXIMUM ALLOWABLE CAMBER SHALL BE 1 INCH. CONTRACTOR TO COORDINATE WITH PRECAST MANUFACTURER IF CAMBER IS GREATER THAN 1 INCH. MINIMUM TOPPING SLAB AT MIDSPAN OF DOUBLE TEE SHALL BE 2 1/2" MINIMUM CONSIDERING DOUBLE TEE CAMBER. CONTRACTOR TO COORDINATE WITH THE PRECAST MANUFACTURER THAT THE FINAL TOPPING SLAB DRAINAGE CONSIDERS PRECAST DOUBLE TEE CAMBER AND DEFLECTION FROM WET, UNCURED TOPPING.
12. FIRE RATING OF PRECAST FLOOR DOUBLE TEES SHALL BE 2 HOUR. FIRE RATING OF PRECAST GIRDERS, COLUMNS, AND BEARING WALLS SHALL BE 3 HOUR.
13. GROUT IN PRECAST MEMBER KEYWAYS SHALL BE SAND-CEMENT GROUT. MINIMUM COMPRESSIVE STRENGTH SHALL BE 4000 PSI. PRECAST MANUFACTURER TO COORDINATE MINIMUM COMPRESSIVE STRENGTH THAT IS REQUIRED BY PRECAST DESIGNER.
14. WALL PANEL JOINTS SHALL BE FILLED WITH APPROVED FIRE STOP MATERIAL AND POLYURETHANE JOINT SEALANT.
15. PRECAST MANUFACTURER SHALL PROVIDE SUFFICIENT FLANGE AND STEM REINFORCEMENT IN MEMBERS TO PREVENT CRACKING DUE TO STRIPPING, DRAINAGE PROFILE WARPING, SHIPPING, AND ERECTION. IF CRACKING IS OBSERVED FOR THESE REASONS, IT CAN BE A CAUSE FOR REJECTION OF MEMBERS.
16. PRECAST DESIGNER AND SUPPLIER SHALL DESIGN THE PRECAST FLANGE AND BEAMS TO SUPPORT THE SELF WEIGHT OF THE WET TOPPING SLAB AND CONSTRUCTION LIVE LOAD. CONTRACTOR TO COORDINATE CONSTRUCTION EQUIPMENT REQUIRED ON THE PRECAST FLANGE FOR INSTALLATION OF THE TOPPING SLAB. IF ADDITIONAL TOPPING IS REQUIRED FOR DIFFERENTIAL DOUBLE TEE CAMBER OR OTHER REASONS, CONTRACTOR SHALL COORDINATE ALL NECESSARY TEMPORARY SHORING UNTIL CONCRETE TOPPING SLAB IS CURED AND FULLY COMPOSITE WITH THE PRECAST.

STRUCTURAL STEEL

1. STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED, AND ERECTED IN ACCORDANCE WITH THE AISC "STEEL CONSTRUCTION MANUAL", FIFTEENTH EDITION, AND THE AISC "CODE OF STANDARD PRACTICE FOR STEEL BUILDINGS AND BRIDGES", MAY 9, 2022 EDITION.
2. WHERE INDICATED ON DRAWINGS, STRUCTURAL AND MISCELLANEOUS STEEL WHICH SHALL REMAIN EXPOSED TO VIEW SHALL BE FABRICATED AND ERECTED IN ACCORDANCE WITH THE REQUIREMENTS FOR "ARCHITECTURALLY EXPOSED STRUCTURAL STEEL", PER THE AISC "CODE OF STANDARD PRACTICE FOR STEEL BUILDINGS AND BRIDGES", MAY 9, 2022 EDITION.
3. STEEL JOIST FABRICATION AND ERECTION SHALL CONFORM TO THE STANDARD SPECIFICATIONS OF THE STEEL JOIST INSTITUTE. JOISTS SHALL BE MANUFACTURED WITH HOT-ROLLED TOP AND BOTTOM CHORD MEMBERS.
4. STEEL DECK FABRICATION AND ERECTION SHALL CONFORM TO THE STANDARD SPECIFICATIONS OF THE STEEL DECK INSTITUTE.
5. ALL WELDING SHALL COMPLY WITH AWS D1.1 USING E70XX ELECTRODES. ALL WELDING TO BE DONE BY AWS PREQUALIFIED WELDERS, CERTIFIED FOR WELDS MADE. PROVIDE CONTINUOUS MINIMUM SIZED WELDS PER AISC REQUIREMENTS, UNLESS NOTED OTHERWISE.
6. THE MINIMUM SIZE OF FILLET WELDS SHALL BE AS SPECIFIED IN TABLE J2.4 IN THE AISC "STEEL CONSTRUCTION MANUAL".
7. MINIMUM STRENGTH OF WELDED CONNECTIONS: UNLESS NOTED OTHERWISE ON THE DRAWINGS, ALL SHOP AND FIELD WELDS SHALL DEVELOP THE FULL TENSILE STRENGTH OF THE MEMBER OF ELEMENT JOINED. ALL MEMBERS WITH MOMENT CONNECTIONS, NOTED ON THE DRAWINGS, SHALL BE WELDED TO DEVELOP THE FULL FLEXURAL CAPACITY OF THE MEMBER, UNLESS NOTED OTHERWISE ON THE DRAWINGS.
8. BOLTED CONNECTIONS SHALL BE MADE WITH ASTM F3125 HIGH STRENGTH BOLTS (MINIMUM 3/4-INCH DIAMETER).
9. [NON-COMPOSITE BEAM] CONNECTIONS SHALL SUPPORT, AT A MINIMUM, ONE-HALF THE TOTAL FACTORED UNIFORM LOAD CAPACITY SHOWN IN THE AISC TABLES OF UNIFORM LOAD CONSTANTS FOR THE GIVEN BEAM, SPAN, AND STEEL SPECIFIED, UNLESS OTHERWISE DETAILED OR END SHEAR REACTIONS ARE SHOWN ON THE DRAWINGS.
10. FOR COMPOSITE BEAMS PROVIDE CONNECTION DESIGNS BASED ON END SHEAR REACTIONS SHOWN ON THE DRAWINGS. END SHEAR REACTIONS SHOWN ON THE DRAWINGS ARE FACTORED LOADS. [IF END SHEAR REACTION IS SHOWN ONLY ON ONE END OF BEAM, DESIGN CONNECTIONS ON BOTH ENDS OF BEAM FOR THE REACTION SHOWN.]
11. FOR COMPOSITE BEAM END SHEAR REACTIONS NOT SHOWN ON PLAN DESIGN CONNECTIONS FOR A FACTORED REACTION OF 15 KIPS.
12. MINIMUM NUMBER OF BOLT ROWS FOR END SHEAR REACTIONS ARE AS FOLLOWS:

A.	W8, W10 OR W12: 2	C.	W21 OR W24: 4
B.	W14, W16 OR W18: 3	D.	W27 OR W30: 5
		E.	W33, W36 OR W40: 6
		F.	W44: 7

13. BEAMS SHALL BE EQUALLY SPACED IN A BAY UNLESS NOTED OTHERWISE ON PLAN.
14. ALL STRUTS, HANGERS, AND BRACES SHALL HAVE CONNECTIONS DESIGNED TO DEVELOP THE FULL TENSILE STRENGTH OF THE MEMBER UNLESS THE DESIGN FORCE IS INDICATED ON THE DRAWINGS, IN WHICH CASE THE CONNECTIONS SHALL BE DESIGNED FOR THE FORCE INDICATED.
15. COLUMN BASE PLATES SHALL HAVE OVERSIZED HOLES WITH PLATE WASHERS PER TABLE 14-2 OF THE AISC "STEEL CONSTRUCTION MANUAL" PROVIDED WITH ANCHOR RODS.
16. GROUT UNDER BASE PLATES IN ACCORDANCE WITH THE AISC "CODE OF STANDARD PRACTICE FOR STEEL BUILDINGS AND BRIDGES", MAY 9, 2022 EDITION.
17. WHERE BEAMS SUPPORT JOISTS FROM ONLY ONE SIDE, JOIST SEAT SHALL EXTEND 1-INCH BEYOND BEAM CENTERLINE.
18. JOISTS [AND JOIST GIRDERS] SHALL BE DESIGNED FOR NET UPLIFT SHOWN ON THE "COMPONENTS AND CLADDING DESIGN WIND PRESSURES TABLE" THIS SHEET. JOIST SUPPLIER SHALL PROVIDE ALL ADDITIONAL BRIDGING AND BRACING AS REQUIRED BY THE STEEL JOIST INSTITUTE.
19. ALL JOISTS ADJACENT AND RUNNING PARALLEL TO BEAMS SHALL BE SUPPLIED WITH ONE HALF OF STANDARD CAMBER.
20. STEEL ROOF DECK SHALL BE SECURELY FASTENED TO ALL STRUCTURAL SUPPORTS BY WELDING IN THE 1ST, 3RD, 5TH,6TH, AND 7TH RIBS OF 36-INCH WIDE DECK (36/4 WELD PATTERN) UNLESS SHOWN OTHERWISE ON THE DRAWINGS. WELDS SHALL BE MADE WITH 5/8-INCH DIAMETER PUDDLE WELDS.
21. STEEL ROOF DECK SHALL BE SECURELY FASTENED TO ALL STRUCTURAL SUPPORTS BY WELDING IN THE 1ST, 2ND, 3RD, AND 4TH RIBS OF 24-INCH WIDE DECK (24/4 WELD PATTERN) UNLESS SHOWN OTHERWISE ON THE DRAWINGS. WELDS SHALL BE MADE WITH 5/8-INCH DIAMETER PUDDLE WELDS.
22. STEEL ROOF DECK SHALL BE SECURELY FASTENED TO ALL PERIMETER STRUCTURAL SUPPORTS BY WELDING IN EVERY RIB. WELDS SHALL BE MADE WITH 5/8-INCH DIAMETER PUDDLE WELDS. IN NO CASE SHALL WELDS BE SPACED GREATER THAN 6 INCHES ON CENTER.
23. STEEL ROOF DECK SIDELAPS TO BE SCREWED AT 36 INCHES ON CENTER MAXIMUM UNLESS SHOWN OTHERWISE ON THE DRAWINGS.
24. PROVIDE MECHANICAL SUBFRAME FOR ALL DUCT PENETRATIONS THROUGH STEEL ROOF DECK. COORDINATE SIZE AND LOCATION WITH MECHANICAL CONTRACTOR.
25. STEEL FLOOR DECK SHALL BE [1 1/2-INCH] [2 INCHES] [3 INCHES] DEEP AND [18] [20] [22] GAGE THICKNESS UNLESS SHOWN OTHERWISE ON THE DRAWINGS.
26. STEEL FLOOR DECK SHALL BE SECURELY FASTENED TO ALL STRUCTURAL SUPPORTS BY WELDING IN THE 1ST, 2ND, 3RD, AND 4TH RIBS OF 36-INCH WIDE DECK (36/4 WELD PATTERN) UNLESS SHOWN OTHERWISE ON THE DRAWINGS. WELDS SHALL BE MADE WITH 5/8-INCH DIAMETER PUDDLE WELDS.
27. STEEL FLOOR DECK SHALL BE SECURELY FASTENED TO ALL PERIMETER STRUCTURAL SUPPORTS BY WELDING IN EVERY RIB. WELDS SHALL BE MADE WITH 5/8-INCH DIAMETER PUDDLE WELDS. IN NO CASE SHALL WELDS BE SPACED GREATER THAN 12 INCHES ON CENTER.
28. DECK END LAPS SHALL BE 2-INCH MINIMUM AND SHALL OCCUR AT SUPPORTS. LOCATE AT VALLEYS AND RIDGES.
29. PROVIDE SPLICE AS SHOWN ON DRAWINGS FOR PERIMETER ANGLE OR BENT PLATE SEGMENTS AT ALL METAL ROOF DECK ROOFS.
30. CLEAN, PREPARE, AND SHOP PRIME EXTERIOR EXPOSED STRUCTURAL STEEL MEMBERS IN ACCORDANCE WITH SSPC STANDARDS SP-1 AND SP-6.
31. CLEAN, PREPARE, AND SHOP PRIME INTERIOR STRUCTURAL STEEL MEMBERS IN ACCORDANCE WITH SSPC STANDARDS SP-1 AND SP-3.
32. WHILE THE DESIGN DOCUMENTS MAY REFERENCE OSHA, THEY ARE NOT INTENDED TO SPECIFICALLY IDENTIFY ALL APPLICABLE OSHA REQUIREMENTS. IT IS THE CONTRACTOR'S RESPONSIBILITY TO IDENTIFY AND COMPLY WITH ALL APPLICABLE OSHA REQUIREMENTS.
33. ALL STRUCTURAL STEEL PERMANENTLY EXPOSED TO THE WEATHER, INCLUDING MASONRY SHELF ANGLES, SHALL BE HOT-DIPPED GALVANIZED IN ACCORDANCE WITH ASTM A123, UNLESS OTHERWISE NOTED.
34. REFER TO ARCHITECTURAL DRAWINGS FOR ADDITIONAL MISCELLANEOUS STEEL.

CONCRETE MASONRY

1. PRODUCTION AND CONSTRUCTION OF CONCRETE MASONRY SHALL BE IN ACCORDANCE WITH THE "BUILDING CODE REQUIREMENTS FOR MASONRY STRUCTURES", ACI 530-13, AND THE NCMA "TEK MANUAL FOR CONCRETE MASONRY DESIGN AND CONSTRUCTION", LATEST EDITION.
2. HOT AND COLD WEATHER CONSTRUCTION SHALL BE IN COMPLIANCE WITH THE IMIAC (INTERNATIONAL MASONRY INDUSTRY ALL-WEATHER COUNCIL) "RECOMMENDED PRACTICES AND GUIDE SPECIFICATIONS FOR HOT AND COLD WEATHER MASONRY AND CONSTRUCTION".
3. CALCIUM CHLORIDE OR ADMIXTURES CONTAINING CALCIUM CHLORIDE SHALL NOT BE USED.
4. MASONRY WALLS SHALL BE ADEQUATELY BRACED TO RESIST WIND FORCES UNTIL PERMANENT DESIGN SUPPORTS ARE IN PLACE AND FUNCTIONAL. BRACING SHALL BE DESIGNED BY THE CONTRACTOR.
5. PROVIDE DOWELS INTO FOUNDATION THE SAME SIZE AND NUMBER AS WALL REINFORCING.
6. LAP REINFORCING BARS 48 DIAMETERS.
7. CONCRETE MASONRY WALLS SHALL BE REINFORCED AT EVERY OTHER BED JOINT WITH 9 GAGE TRUSS TYPE JOINT REINFORCEMENT.
8. VERTICAL BARS SHOWN ON THE DESIGN DRAWINGS SHALL BE PLACED IN A CONTINUOUS UNOBSTRUCTED CELL OF NOT LESS THAN 3 INCHES BY 4 INCHES.
9. ALL BOND BEAMS AND PILASTERS SHALL BE REINFORCED AS SHOWN ON THE DESIGN DRAWINGS AND FILLED WITH GROUT.
10. ALL DOOR AND WINDOW JAMBS SHALL BE GROUTED SOLID 8 INCHES WIDE UNLESS SHOWN OTHERWISE.
11. WHERE NOT SHOWN OTHERWISE, MINIMUM SOLID GROUTED MASONRY BELOW BEAM REACTIONS SHALL BE 16 INCHES DEEP BY 32 INCHES LONG.
12. WHERE NOT SHOWN OTHERWISE, MINIMUM SOLID GROUTED MASONRY BELOW LINTEL REACTIONS SHALL BE 16 INCHES DEEP BY 16 INCHES LONG.

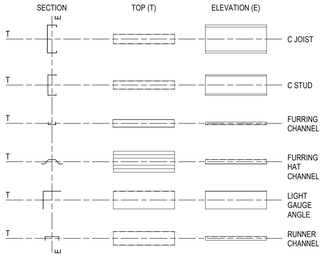
MISCELLANEOUS

1. DIMENSIONS OF EXISTING CONSTRUCTION OR CONSTRUCTION IN PROGRESS SHALL BE FIELD VERIFIED BY THE CONTRACTOR AND COORDINATED PRIOR TO FABRICATION OR REPAIR OF STRUCTURAL COMPONENTS.
2. VERIFY AND COORDINATE, WITH ALL CONTRACTORS, THE LOCATION OF ALL ELECTRICAL AND MECHANICAL APPURTENANCES AND OPENINGS. REMOVE DUCTWORK AND CONDUIT AS NEEDED TO REPAIR/REINFORCE CONCRETE SURFACES. REPLACE/REINSTALL DUCTWORK AND CONDUIT TO PREVIOUS CONDITION.
3. EXPANSION ANCHORS SHALL BE ONE OF THE FOLLOWING PRODUCTS OR AN APPROVED EQUAL:
    - HILTI KWIK BOLT 3.
    - SIMPSON STRONG-TIE WEDGE-ALL ANCHOR.
    - DEWALT POWER-STUD + SD1.
4. ADHESIVE ANCHORS SHALL BE ONE OF THE FOLLOWING PRODUCTS OR AN APPROVED EQUAL:
    - HILTI HIT-RE 500 V3
    - SIMPSON STRONG-TIE SET-3G
    - DEWALT AC200+.
5. SCREW ANCHORS SHALL BE THE FOLLOWING PRODUCT OR AN APPROVED EQUAL:
    - HILTI KH-EZ SCREW ANCHOR
    - DEWALT SCREW-BOLT + SCREW ANCHOR
    - TITEN HD HEAVY-DUTY SCREW ANCHOR
6. ALL ANCHORS SHALL BE MECHANICALLY GALVANIZED WHEN IN CONTACT WITH A HOT DIPPED GALVANIZED PLATE OR STEEL SHAPE. ALL ANCHORS SHALL BE STAINLESS STEEL WHEN IN CONTACT WITH A STAINLESS STEEL PLATE OR STEEL SHAPE. ELECTROPLATED OR ZINC-PLATED ANCHORS ARE NOT AN ACCEPTABLE ALTERNATE. CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH THE FIELD CREW PRIOR TO INSTALLATION. DISSIMILAR METALS ARE NOT ALLOWED TO BE IN CONTACT WITHOUT AN ISOLATION WASHER OR NON-CONDUCTIVE MATERIAL AND REQUIRES APPROVAL BY THE ENGINEER PRIOR TO INSTALL.
7. ALL STEEL REINFORCEMENT SHALL BE EPOXY COATED.
8. CONTRACTOR SHALL PROVIDE SHOP DRAWINGS PRIOR TO FABRICATION.
9. CONTRACTOR SHALL SUBMIT PRODUCT DATA SHEETS AND MSDS SHEETS FOR ALL MATERIALS THAT WILL BE USED, PRIOR TO BEGINNING WORK.
10. ALL WRITTEN INSTRUCTIONS FROM PRODUCT MANUFACTURERS SHALL BE FOLLOWED THROUGHOUT PROJECT.
11. CONCRETE STAIN APPLIED TO UNDERSIDE OF STRUCTURE TO BE OPAQUE, WATER-BASED, DEEP PENETRATING TYPE THAT IS PERMANENT IN NATURE. PREPARE FORMED CONCRETE SURFACE PER MANUFACTURERS RECOMMENDATION AND APPLY TWO COATS.
12. DELAMINATED AREAS, ONCE LOCATED BY CONTRACTOR, SHALL BE FURTHER SOUNDED TO DEFINE LIMITS. MARK LIMITS WITH CHALK OR PAINT.
13. ENGINEER/ARCHITECT WILL DEFINE AND MARK ADDITIONAL UNSOUND CONCRETE AREAS FOR REMOVAL, IF REQUIRED.

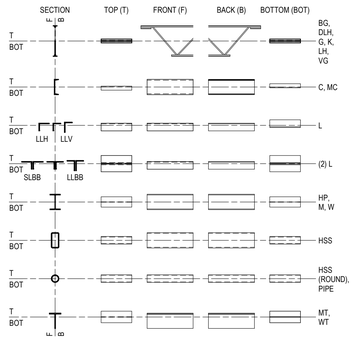
EARTHWORK

1. FOOTINGS SHALL BE CAST ON UNDISTURBED SUBSOIL. IF DESIGN CAPACITY IS NOT ENCOUNTERED AT THE ELEVATIONS SHOWN, FOOTINGS MUST BE LOWERED. CONSULT ENGINEER BEFORE PROCEEDING.
2. NO HOLES, TRENCHES OR DISTURBANCES OF THE SOIL SHALL BE ALLOWED WITHIN THE VOLUME DESCRIBED BY 45 DEGREE LINES SLOPING FROM THE BOTTOM EDGE OF THE FOOTING. IF SUCH ARE REQUIRED, FOOTINGS MUST BE LOWERED.
3. BACKFILL EVENLY ON EACH SIDE OF FOUNDATION WALLS AND RETAINING WALLS.
4. DO NOT BACKFILL AGAINST BASEMENT WALLS UNTIL FLOOR SYSTEM IS IN PLACE AND FASTENED OR UNTIL WALLS ARE ADEQUATELY BRACED. BRACING SHALL BE DESIGNED BY THE CONTRACTOR.
5. TOPSOIL AND FILL BELOW SLABS ON GROUND SHALL BE REMOVED. AGGRE

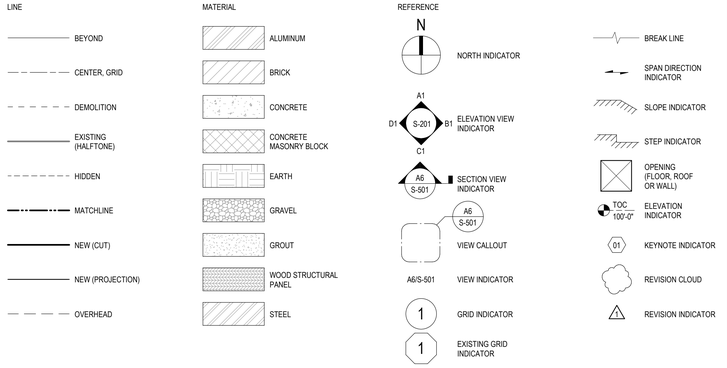
COLD-FORMED SHAPES LEGEND



STEEL SHAPES LEGEND



SYMBOL LEGEND



VIEW LOCATION LEGEND

D1	D2	D3	D4	D5	D6
C1	C2	C3	C4	C5	C6
B1	B2	B3	B4	B5	B6
A1	A2	A3	A4	A5	A6

LIST OF SHEETS

S-001	GENERAL NOTES
S-002	GENERAL INFORMATION
S-003	GENERAL FOUNDATION DETAILS
S-100	FOUNDATION PLAN
S-101	LEVEL 1 FRAMING PLAN
S-102	LEVEL 2 FRAMING PLAN
S-103	LEVEL 3 FRAMING PLAN
S-201	BUILDING SECTIONS
S-401	STAIR 1 FRAMING PLANS
S-402	STAIR 2 FRAMING PLANS
S-420	SHEAR WALL SCHEDULE
S-421	ENLARGED REINFORCEMENT FRAMING PLANS
S-501	FOUNDATION DETAILS
S-510	PRECAST CONCRETE DETAILS
S-601	SCHEDULES

REINFORCEMENT LAP SPLICE LENGTHS

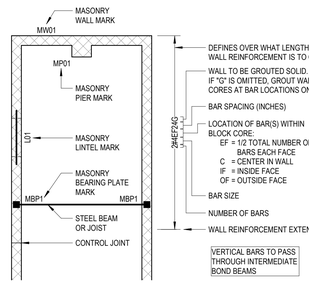
BAR SIZE	LAP CLASS	f'_c = 4,000 psi						f'_c = 5,000 psi						f'_c = 6,000 psi					
		TOP BARS			OTHER BARS			TOP BARS			OTHER BARS			TOP BARS			OTHER BARS		
		CASE 1		CASE 2	CASE 1		CASE 2	CASE 1		CASE 2	CASE 1		CASE 2	CASE 1		CASE 2	CASE 1		CASE 2
		BLACK	EPOXY	BLACK	BLACK	EPOXY	BLACK	BLACK	EPOXY	BLACK	BLACK	EPOXY	BLACK	BLACK	EPOXY	BLACK	BLACK	EPOXY	BLACK
#3	A	19	25	28	37	15	23	22	33	17	23	25	33	13	20	19	29	15	20
	B	24	32	36	48	19	29	28	42	22	29	33	44	17	26	25	38	20	26
#4	A	25	33	37	49	19	29	29	44	22	29	33	44	17	26	26	39	21	27
	B	32	42	48	63	25	38	37	56	28	38	43	57	22	33	33	50	27	35
#5	A	31	41	47	62	24	36	36	54	28	37	42	55	22	33	32	48	26	33
	B	40	53	60	79	31	47	47	71	36	48	54	71	28	42	42	63	33	43
#6	A	37	49	56	74	29	44	43	65	33	44	50	66	26	39	38	57	31	40
	B	48	63	72	95	37	56	54	84	43	57	65	85	33	50	50	75	40	52
#7	A	54	71	81	106	42	63	63	95	49	65	73	96	37	56	56	84	44	58
	B	70	92	106	139	54	81	81	122	63	83	94	123	49	74	73	110	58	75
#8	A	62	82	93	122	48	72	71	107	55	72	83	109	43	65	64	96	51	66
	B	80	105	121	159	62	96	93	140	72	95	108	142	55	83	83	125	66	86
#9	A	70	92	105	138	54	81	81	122	63	83	94	123	48	72	72	108	57	75
	B	91	119	136	178	70	105	105	158	81	106	122	160	63	95	94	141	74	97
#10	A	79	104	118	155	61	92	91	137	70	92	105	138	54	81	81	122	64	84
	B	102	134	153	201	79	119	118	177	91	119	137	180	70	105	105	158	84	109
#11	A	87	114	131	172	67	101	101	152	78	102	117	153	60	90	90	135	71	93
	B	113	148	170	223	87	131	131	197	101	133	152	199	78	117	117	176	93	121

BAR SIZE	LAP CLASS	f'_c = 6,000 psi											
		TOP BARS				OTHER BARS							
		CASE 1			CASE 2			CASE 1			CASE 2		
		BLACK	EPOXY		BLACK	EPOXY		BLACK	EPOXY		BLACK	EPOXY	
#3	A	15	20	23	30	12	18	18	26	20	26	30	39
	B	20	26	30	39	15	23	23	34	26	33	38	50
#4	A	16	24	24	35	21	27	31	40	27	35	40	52
	B	20	31	31	46	26	33	38	50	33	43	49	65
#5	A	20	30	29	44	33	43	49	65	42	55	58	76
	B	26	38	38	57	42	54	61	80	53	69	77	100
#6	A	24	35	35	53	44	58	66	87	56	73	77	101
	B	30	46	46	68	56	75	86	113	72	94	100	131
#7	A	34	51	51	77	68	88	99	129	86	112	116	151
	B	44	66	66	100	87	114	129	167	112	145	151	196
#8	A	39	59	58	87	78	101	114	148	99	129	133	173
	B	51	76	76	114	99	130	145	189	127	166	172	224
#9	A	44	66	66	99	88	114	129	167	112	145	151	196
	B	57	86	86	128	112	145	163	212	142	185	192	249
#10	A	50	74	74	111	99	129	145	189	126	163	169	220
	B	64	96	96	144	127	166	185	240	161	210	218	283
#11	A	55	82	82	123	110	143	161	209	140	182	188	244
	B	71	107	107	160	142	185	207	269	180	234	243	316

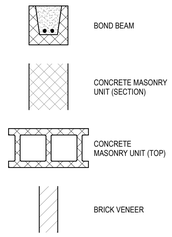
LAP SPLICE LENGTHS TABLE NOTES:

1. TABULATED VALUES ARE BASED ON GRADE 60 REINFORCING BARS AND NORMAL WEIGHT CONCRETE.
2. TENSION LAP SPLICE LENGTHS ARE CALCULATED PER ACI 318-19 TABLE 25.4.2.3. LENGTHS ARE IN INCHES.
3. CASES 1 AND 2, WHICH DEPEND ON CONCRETE COVER AND THE CLEAR SPACING OF THE BARS, ARE DEFINED AS:
   CASE 1: COVER AT LEAST 1.0 d_b AND CLEAR SPACING OF BARS AT LEAST 2.0 d_b
   CASE 2: OTHER CASES
4. LAP SPLICE LENGTHS ARE MULTIPLES OF TENSION DEVELOPMENT LENGTHS; CLASS A = 1.0ℓ_d
   AND CLASS B = 1.3ℓ_d (ACI 318-19 SECTION 25.5.2.1).
5. TENSION LAP SPLICES SHALL NOT BE PERMITTED FOR BARS LARGER THAN #11.
6. TOP BARS ARE HORIZONTAL BARS WITH MORE THAN 12 INCHES OF FRESH CONCRETE PLACED BELOW THE BARS. TOP BAR MODIFICATION FACTOR IS 1.3 (ACI 318-19 TABLE 25.4.2.5)
7. FOR LIGHTWEIGHT AGGREGATE CONCRETE, MULTIPLY THE TABULATED VALUES BY 1.33.
8. FOR EPOXY-COATED BAR FACTOR IS 1.5 (ACI 318-19 TABLE 25.4.2.5). SEE NOTE 9.
9. THE PRODUCT OF THE EPOXY-COATED MODIFICATION FACTOR MULTIPLIED BY THE CASTING POSITION FACTOR NEED NOT EXCEED 1.7.
10. IF BARS OF DIFFERENT SIZE ARE LAP SPLICED IN TENSION, USE THE LAP SPLICE LENGTH OF THE LARGER BAR.

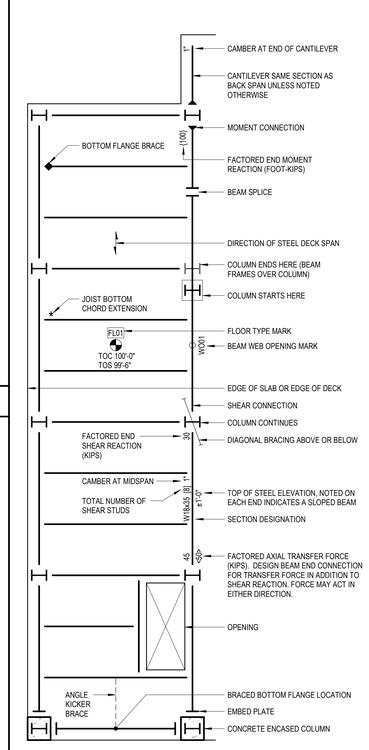
CONCRETE MASONRY PLAN LEGEND



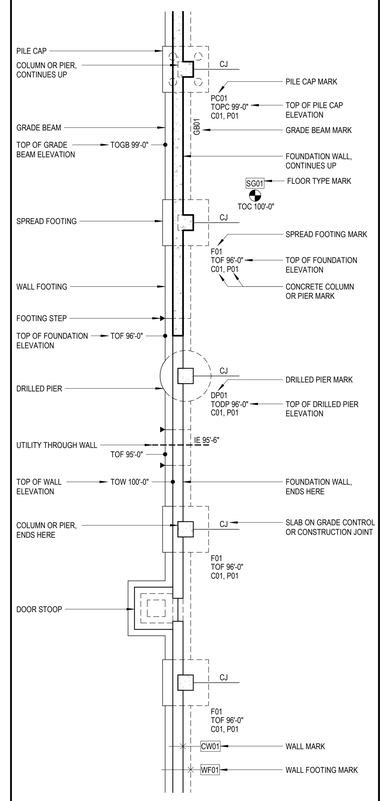
CONCRETE MASONRY SHAPES LEGEND



STEEL PLAN LEGEND



FOUNDATION PLAN LEGEND

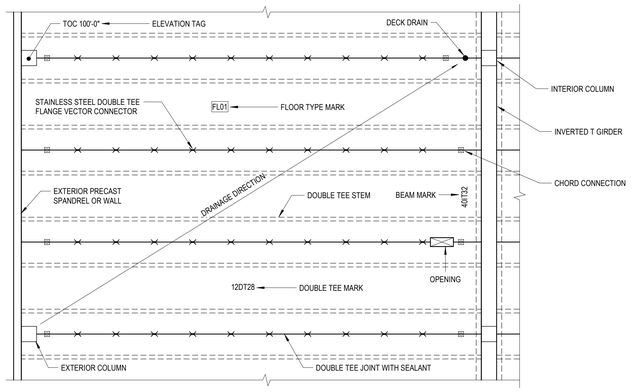


ABBREVIATIONS

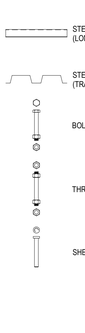
1WAY	ONE-WAY
AB	ANCHOR BOLT
ADDL	ADDITIONAL
ADDM	ADDENDUM
AHU	AIR HANDLING UNIT
ALT	ALTERNATE
APPROX	APPROXIMATE
AR	AS REQUIRED
ARCH	ARCHITECT
B PL	BASE PLATE
B/B	BACK TO BACK
BC	BOTTOM CHORD
BF	BOTH FACES
BF	BOTTOM FACE
BLDG	BUILDING
BM	BEAM
BO__	BOTTOM OF __ (REFER TO TOP OF __)
BOT	BOTTOM
BRDG	BRIDGING
BRG	BEARING
BRG PL	BEARING PLATE
BS	BOTH SIDES
BSMT	BASEMENT
BW	BOTH WAYS
C	CHANNEL
C TO C	CENTER TO CENTER
CANTIL	CANTILEVER
CGS	CENTER OF GRAVITY OF STRAND
CIP	CAST-IN-PLACE
CJ	CONSTRUCTION JOINT
CJ	CONTROL JOINT
CL	CENTER LINE
CMU	CONCRETE MASONRY UNIT
COL	COLUMN
CONC	CONCRETE
CONN	CONNECT
CONSTR	CONSTRUCTION
CONT	CONTINUOUS
CONTR	CONTRACTOR
CPRS	COMPRESSIBLE
CTRL	CONTROL
CU	CUBIC
CU FT	CUBIC FEET
CU IN	CUBIC INCH
CU YD	CUBIC YARD
D	DEEP
D	DEPTH
DBE	DECK BEARING ELEVATION
DD	DECK DRAIN
DEG	DEGREE
DET	DETAIL
DEMO	DEMOLITION
DIA	DIAMETER
DIAG	DIAGONAL
DIM	DIMENSION
DIR	DIRECTION
DL	DEAD LOAD
DWG	DRAWING
E	EAST
EA	EACH
EE	EACH END
EF	EACH FACE
EJ	EXPANSION JOINT
EL	ELEVATION
ELEC	ELECTRIC
ELEV	ELEVATOR
ENGR	ENGINEER
EOD	EDGE OF DECK
EOG	EDGE OF GRATING
EOS	EDGE OF SLAB
EQ	EQUAL
EQL SP	EQUALLY SPACED
EQUIP	EQUIPMENT
EQUIV	EQUIVALENT
EW	EACH WAY
EXC	EXCAVATE
EXIST, (E)	EXISTING
EXP	EXPANSION
EXP BT	EXPANSION BOLT
EXT	EXTERIOR
FD	FLOOR DRAIN
FDTN	FOUNDATION
FF	FAR FACE
FLR	FLOOR
FR	FRAME
FS	FAR SIDE
FSTNR	FASTENER
FT	FEET
FTG	FOOTING
FUT	FUTURE
GA	GAGE
GALV	GALVANIZED
GC	GENERAL CONTRACTOR
GLU LAM	GLUE LAMINATED WOOD
GR BM	GRADE BEAM
GRTG	GRATING
H	HIGH
HDR	HEADER
HGR	HANGER
HORIZ, H	HORIZONTAL
HS	HIGH STRENGTH
HSKPG	HOUSEKEEPING
HT	HEIGHT
I	MOMENT OF INERTIA
ID	INSIDE DIAMETER
IE	INVERT ELEVATION
IF	INSIDE FACE
INFO	INFORMATION
INT	INTERIOR
JST	JOIST
JST BRG	JOIST BEARING
K	KIP (ONE THOUSAND POUNDS)
KB	KNEE BRACE
KLF	KIPS PER LINEAR FOOT
KOP	KNOCK OUT PANEL
KSF	KIPS PER SQUARE FOOT
KSI	KIPS PER SQUARE INCH
KWY	KEYWAY
L	ANGLE
LATL	LATERAL
LB	POUND
LD BRG	LOAD-BEARING
LDH	LONG DIMENSION HORIZONTAL
LDV	LONG DIMENSION VERTICAL
LL	LIVE LOAD
LLBB	LONG LEG BACK TO BACK
LLH	LONG LEG HORIZONTAL
LLV	LONG LEG VERTICAL
LVL	LAMINATED VENEER LUMBER
LVR	LOUVER
M	MOMENT
MAX	MAXIMUM
MBR	MEMBER
MC	MOMENT CONNECTION
MD	METAL DECK
MECH	MECHANICAL
MEZZ	MEZZANINE
MFR	MANUFACTURER
MFR REC	MANUFACTURER'S RECOMMENDATION
MID	MIDDLE
MIN	MINIMUM
MISC	MISCELLANEOUS
ML	MONOLITHIC
MO	MASONRY OPENING
MTL	METAL
MULT	MULTIPLE
N	NORTH
NF	NEAR FACE
NIC	NOT IN CONTRACT
NLB	NON LOAD-BEARING
NO	NUMBER
NOM	NOMINAL
NS	NEAR SIDE
NTS	NOT TO SCALE
OC	ON CENTER
OD	OUTSIDE DIAMETER
OF	OUTSIDE FACE
OPNG	OPENING
OPH	OPPOSITE HAND
OPP	OPPOSITE
OPT	OPTIONAL
O/O	OUT TO OUT
PCC	PRECAST CONCRETE
PCF	POUNDS PER CUBIC FOOT
PL	PLATE
PLF	POUNDS PER LINEAR FOOT
PLYWD	PLYWOOD
PRCST	PRECAST
PRELIM	PRELIMINARY
PS CONC	PRESTRESSED CONCRETE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
PT	POST-TENSIONED
PT	PRESSURE TREATED
PT CONC	POST-TENSIONED CONCRETE
QTY	QUANTITY
R	RADIUS
RD	ROOF DRAIN
REF	REFERENCE
REINF	REINFORCE
REQD	REQUIRED
REV	REVISION
RS	ROUGH SAWN
RTU	ROOF TOP UNIT
S	SOUTH
SCHED	SCHEDULE
SCHEM	SCHEMATIC
SE	STRUCTURAL ENGINEER
SECT	SECTION
SF	SQUARE FOOT (FEET)
SHT	SHEET
SIM	SIMILAR
SL	SLAB
SLBB	SHORT LEG BACK TO BACK
SP	SUMP PIT
SPCL	SPECIAL
SPEC	SPECIFICATION
SQ	SQUARE
SQ IN	SQUARE INCH
SQ YD	SQUARE YARD
STD	STANDARD
STIF	STIFFENER
STL JST	STEEL JOIST
STRUC	STRUCTURAL
SYMM	SYMMETRICAL
T&B	TOP AND BOTTOM
TB	THROUGH BOLT
TC	TOP CHORD
TEMJ	TOP ELEVATION MATCHES JOIST
TEMP	TEMPORARY
THK	THICKNESS
THRU	THROUGH
TOB	TOP OF BEAM
TOC	TOP OF CONCRETE
TOCF	TOP OF COLD-FORMED
TOD	TOP OF DECK
TODP	TOP OF DRILLED PIER
TOF	TOP OF FOUNDATION
TOG	TOP OF GRATING
TOGB	TOP OF GRADE BEAM
TOP	TOP OF PIER
TOPC	TOP OF PILE CAP
TOS	TOP OF STEEL
TOW	TOP OF WALL
TS	TUBE STEEL
TYP	TYPICAL
UNO	UNLESS NOTED OTHERWISE
VAR	VARIES
VERT, V	VERTICAL
VIF	VERIFY IN FIELD
W	WEST
W	WIDE
W/	WITH
W/O	WITHOUT
WBL	WOOD BLOCKING
WD	WOOD
WF	WIDE FLANGE
WP	WORK POINT
WT	WEIGHT
WWF	WELDED WIRE FABRIC
WWM	WELDED WIRE MESH
YD	YARD

PRECAST CONCRETE SHAPES LEGEND

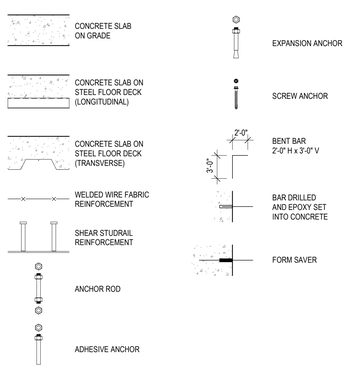
PRECAST PLAN LEGEND



ROOF DECK & ANCHORS SHAPES LEGEND



CONCRETE SHAPES LEGEND



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PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:

1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER: 2025-0025
DATE: 08/01/2025
DRAWN BY: BDM
CHECKED BY: DRK
APPROVED BY: JLG
SCALE: AS NOTED

SHEET TITLE:

GENERAL INFORMATION

SHEET NUMBER:

S-002

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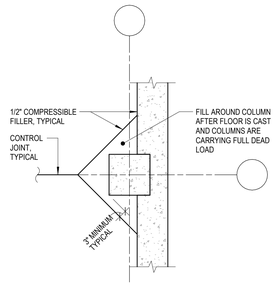
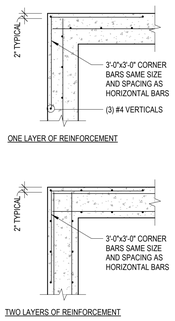
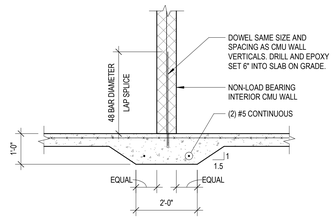


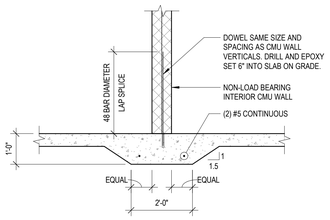
D3 COLUMN ISOLATION JOINT - EXTERIOR
1/2" = 1'-0"



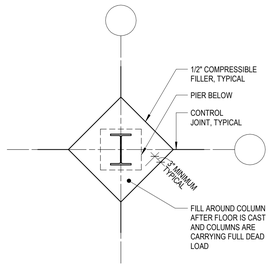
D4 WALL CORNER
1/2" = 1'-0"



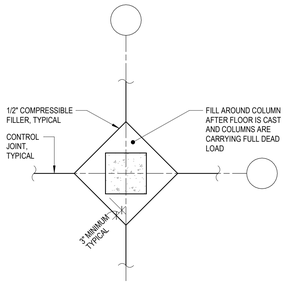
D5 CMU WALL ON SLAB ON GRADE
1/2" = 1'-0"



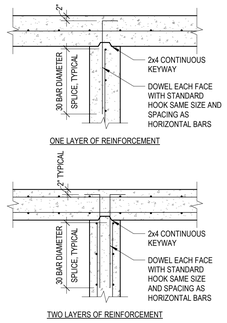
D6 CMU WALL ON SLAB ON GRADE
1/2" = 1'-0"



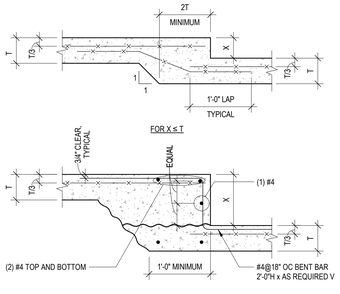
C2 COLUMN ISOLATION JOINT - INTERIOR
1/2" = 1'-0"



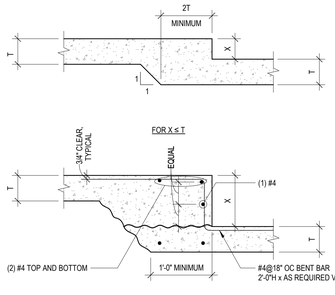
C3 COLUMN ISOLATION JOINT - INTERIOR
1/2" = 1'-0"



C4 WALL INTERSECTION
1/2" = 1'-0"

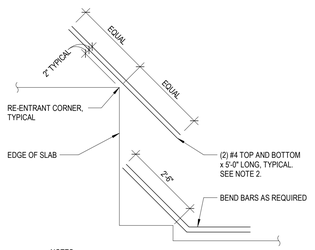


C5 SLAB ON GRADE DEPRESSION
1" = 1'-0"



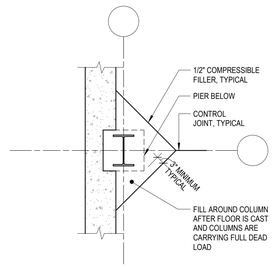
C6 SLAB ON GRADE DEPRESSION
1" = 1'-0"

B1 SLAB ON GRADE REINFORCEMENT LOCATION
1" = 1'-0"

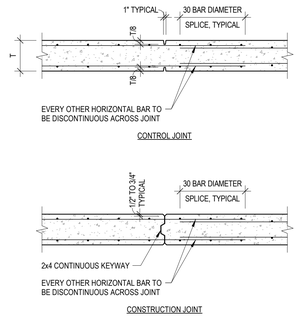


NOTES:
1. COVER FOR TOP BARS = 1". COVER FOR BOTTOM BARS = 2".
2. OMIT BOTTOM BARS WHEN SLAB ON GRADE IS LESS THAN 6" THICK.

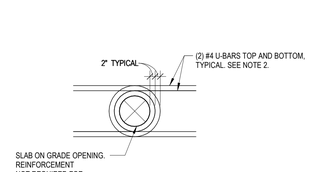
B2 SLAB ON GRADE RE-ENTRANT CORNER
1/2" = 1'-0"



B3 COLUMN ISOLATION JOINT - EXTERIOR
1/2" = 1'-0"

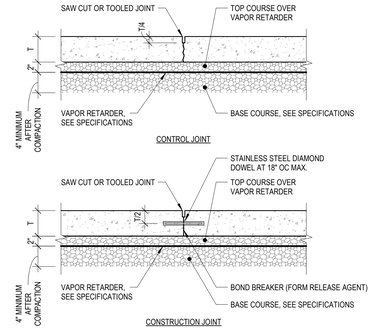


B4 WALL CONTROL AND CONSTRUCTION JOINT
1/2" = 1'-0"



NOTES:
1. TYPICAL OF ALL OPENINGS IN CONCRETE SLABS ON GRADE UNLESS NOTED OTHERWISE ON PLAN.
2. DO NOT WELD REINFORCEMENT TO PIPES SLEEVES OR INSERTS.
3. COVER FOR TOP BARS = 1". COVER FOR BOTTOM BARS = 2".
4. OMIT BOTTOM BARS WHEN SLAB ON GRADE IS LESS THAN 6" THICK.

B5 SLAB ON GRADE OPENING
1/2" = 1'-0"



B6 SLAB ON GRADE CONTROL AND CONSTRUCTION JOINT
1" = 1'-0"

A1 SLAB ON GRADE REINFORCEMENT LOCATION
1" = 1'-0"

NOTES:
1. COVER FOR TOP BARS = 1".

A2 SLAB ON GRADE DISCONTINUOUS CONTROL JOINT
1/2" = 1'-0"

A3 WALL STRIP FOOTING STEP
1/2" = 1'-0"

A4 WALL FOOTING STEP
1/2" = 1'-0"

NOTES:
1. ——— = STEEL REINFORCEMENT CONTINUOUS.
2. – – – – = STEEL REINFORCEMENT CUT.
3. TYPICAL FOR ALL OPENINGS IN CONCRETE WALLS AND SLABS UNLESS NOTED OTHERWISE ON PLAN.
4. DO NOT WELD REINFORCEMENT TO PIPE SLEEVES OR INSERTS.
5. FOR OPENINGS 1'-0" ROUND/SQUARE OR LESS THE WALL STEEL CAN BE REPLACED WITHOUT ADDITIONAL REINFORCEMENT.

A5 OPENING REINFORCEMENT
1/2" = 1'-0"

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335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:
PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025
DATE:	08/01/2025
DRAWN BY:	BDM
CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:
GENERAL FOUNDATION DETAILS

SHEET NUMBER:
S-003

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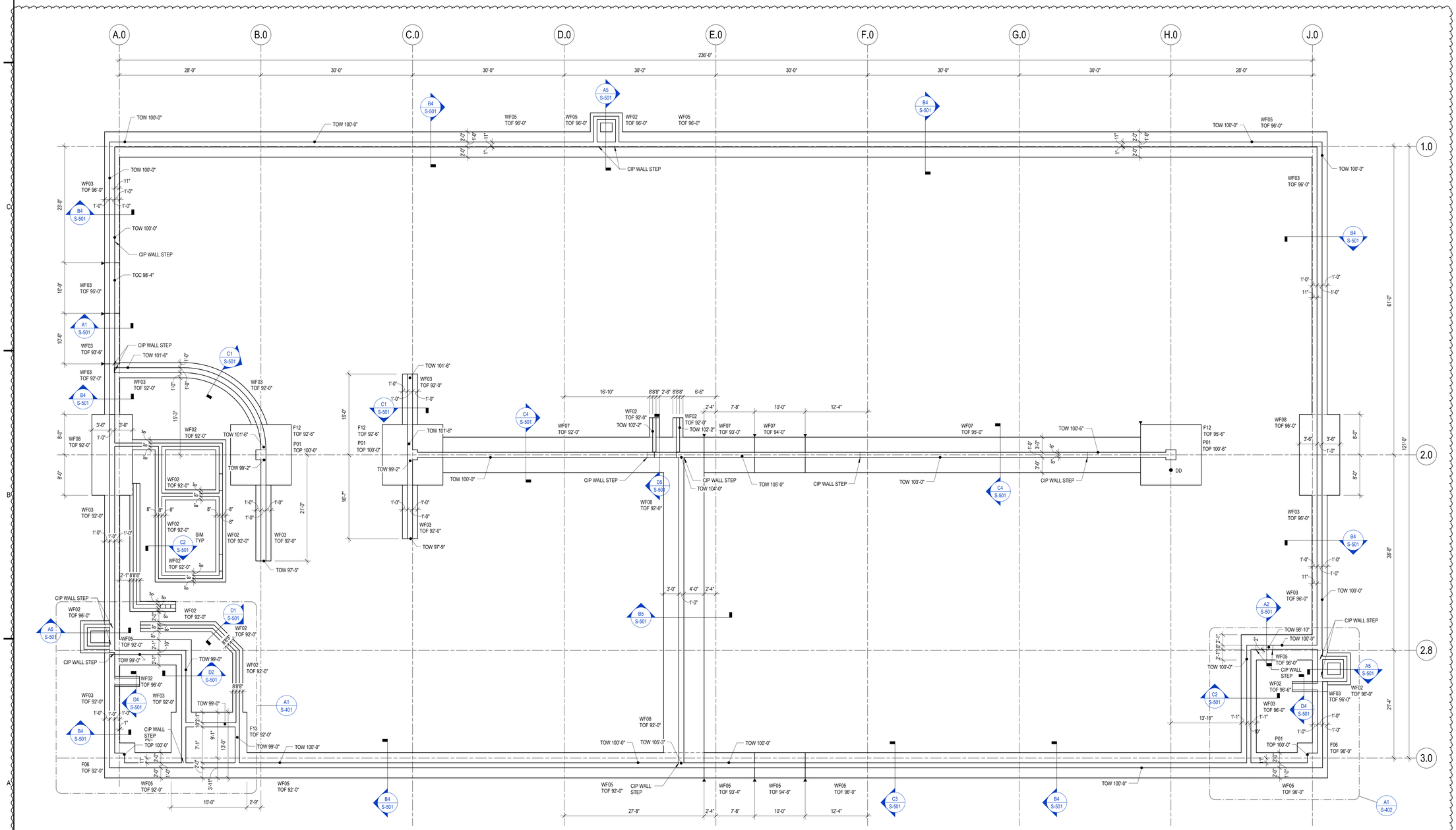
SHEET KEYNOTES

GENERAL SHEET NOTES

1. TYPICAL SLAB-ON-GRADE = 5" CONCRETE SLAB ON GRADE REINFORCED WITH 4.5 LB PER CUBIC YARD POLYPROPYLENE MACRO FIBERS. TOP OF CONCRETE SLAB ELEVATION VARIES WITH DRAINAGE PROFILE. SEE FRAMING PLAN FOR TOP OF CONCRETE (TOC) ELEVATIONS AT GRID LINES.
2. SEE DETAIL 03/S-501 FOR SLAB-ON-GRADE BOLLARD DETAIL. SEE ARCHITECTURAL DRAWINGS FOR BOLLARD LOCATIONS.
3. SEE "SCHEDULES" SHEET(S) FOR FOOTING AND PIER SCHEDULES.
4. SEE "GENERAL FOUNDATION DETAILS" SHEET(S) FOR THE FOLLOWING DETAILS:
   - A. CMU WALL ON SLAB ON GRADE
   - B. COLUMN ISOLATION JOINT - EXTERIOR
   - C. COLUMN ISOLATION JOINT - INTERIOR
   - D. FOOTING STEP
   - E. OPENING REINFORCEMENT
   - F. SLAB ON GRADE CONTROL AND CONSTRUCTION JOINT
   - G. SLAB ON GRADE DEPRESSION
   - H. SLAB ON GRADE DISCONTINUOUS CONTROL JOINT
   - I. SLAB ON GRADE OPENING
   - J. SLAB ON GRADE RE-ENTRANT CORNER
   - K. SLAB ON GRADE REINFORCEMENT LOCATION
   - L. WALL CONTROL AND CONSTRUCTION JOINT
   - M. WALL CORNER
   - N. WALL INTERSECTION



A1 FOUNDATION PLAN
1/8" = 1'-0"

N

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CLIENT:

DE PERE

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:

1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025
DATE:	08/01/2025
DRAWN BY:	BDM
CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:

FOUNDATION PLAN

SHEET NUMBER:

S-100

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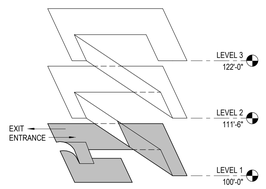
ISOMETRIC KEY PLAN

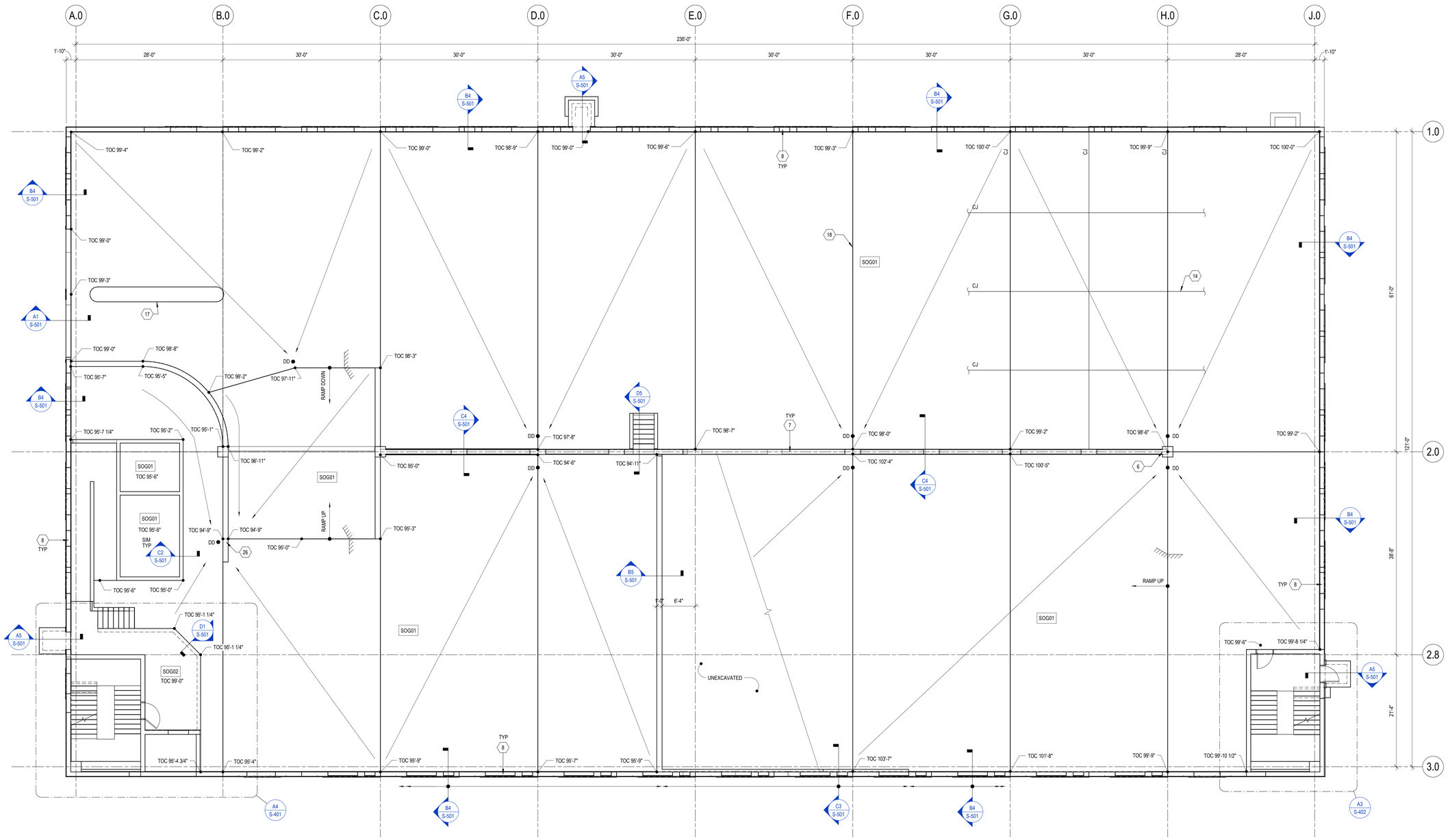


SHEET KEYNOTES

6 24"x24" PRECAST COLUMN.
7 10" THICK PRECAST RAMP WALL WITH CLOSURE ASSEMBLIES BETWEEN THE WALLS FOR PEDESTRIAN BARRIERS.
8 10" THICK EXTERIOR PRECAST WALLS WITH THIN BRICK. SEE ARCHITECTURAL DRAWINGS FOR PROJECTIONS, SILLS, AND BRICK DETAILS.
14 SLAB-ON-GRADE CONTROL JOINT. SEE S001 FOR MAXIMUM SPACING.
17 6" CONCRETE CURB ISLAND.
18 SEE DETAIL B6/S-003 FOR SLAB-ON-GRADE CONSTRUCTION JOINT DETAIL. CONTRACTOR TO COORDINATE CONSTRUCTION JOINT LOCATIONS.
26 12" WIDE x 3" TALL MOUSE HOLE OPENING AT THE BOTTOM OF THE WALL TO ALLOW DRAINAGE TO THE DECK DRAIN.

GENERAL SHEET NOTES

1. TYPICAL SLAB-ON-GRADE = 5" CONCRETE SLAB ON GRADE REINFORCED WITH 4.5 LB PER CUBIC YARD POLYPROPYLENE MACRO FIBERS. TOP OF CONCRETE SLAB ELEVATION VARIES WITH DRAINAGE PROFILE. SEE FRAMING PLAN FOR TOP OF CONCRETE (TOC) ELEVATIONS AT GRID LINES.
2. SEE DETAIL D3/S-501 FOR SLAB-ON-GRADE BOLLARD DETAIL. SEE ARCHITECTURAL DRAWINGS FOR BOLLARD LOCATIONS.
3. SEE "SCHEDULES" SHEET(S) FOR FOOTING AND PIER SCHEDULES.
4. SEE "GENERAL FOUNDATION DETAILS" SHEET(S) FOR THE FOLLOWING DETAILS:
   - A. CMU WALL ON SLAB ON GRADE
   - B. COLUMN ISOLATION JOINT - EXTERIOR
   - C. COLUMN ISOLATION JOINT - INTERIOR
   - D. FOOTING STEP
   - E. OPENING REINFORCEMENT
   - F. SLAB ON GRADE CONTROL AND CONSTRUCTION JOINT
   - G. SLAB ON GRADE DEPRESSION
   - H. SLAB ON GRADE DISCONTINUOUS CONTROL JOINT
   - I. SLAB ON GRADE OPENING
   - J. SLAB ON GRADE RE-ENTRANT CORNER
   - K. SLAB ON GRADE REINFORCEMENT LOCATION
   - L. WALL CONTROL AND CONSTRUCTION JOINT
   - M. WALL CORNER
   - N. WALL INTERSECTION



A1 LEVEL 1 FRAMING PLAN
1/8" = 1'-0"

N

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DE PERE, WISCONSIN 54115

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250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

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PRECAST BID PACKAGE

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DATE:	08/01/2025
DRAWN BY:	BDM
CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:
LEVEL 1 FRAMING PLAN

SHEET NUMBER:
S-101

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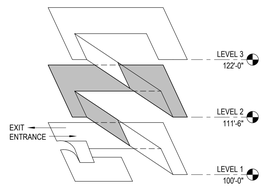
ISOMETRIC KEY PLAN



SHEET KEYNOTES

2 PRECAST DOUBLE TEE 31" DEEP x 15'-0" WIDE WITH 3" FLANGE THICKNESS WITH HEAVY RAKED FINISH SURFACE TO RECEIVE 3" STRUCTURAL TOPPING. PROVIDE EPOXY-COATED 4x4-W8xW6 MESH CENTERED IN THE COMPOSITE TOPPING SLAB.

3 40T32 WITH 3" MINIMUM STRUCTURAL TOPPING OVER IT GIRDER. SEE DETAILS FOR ADDITIONAL TOPPING SLAB REINFORCEMENT.

4 PRECAST L-BEAM WITH 36" MAXIMUM HEIGHT.

5 PRECAST LOAD-BEARING SPANDREL BY PRECAST DESIGNER AND SUPPLIER, WITH HEIGHT TO PROJECT 44" MINIMUM ABOVE THE TOPPING SLAB WASH TO MEET PEDESTRIAN BARRIER CODE REQUIREMENTS.

6 24"x24" PRECAST COLUMN.

7 10" THICK PRECAST RAMP WALL WITH CLOSURE ASSEMBLIES BETWEEN THE WALLS FOR PEDESTRIAN BARRIERS.

8 10" THICK EXTERIOR PRECAST WALLS WITH THIN BRICK. SEE ARCHITECTURAL DRAWINGS FOR PROJECTIONS, SILLS, AND BRICK DETAILS.

24 SNOW CHUTE CONSTRUCTED WITH PRECAST PANELS, HUNG OFF OF PRECAST STRUCTURE. CONTAINS EMBED PLATES FOR BREAKER BARS.

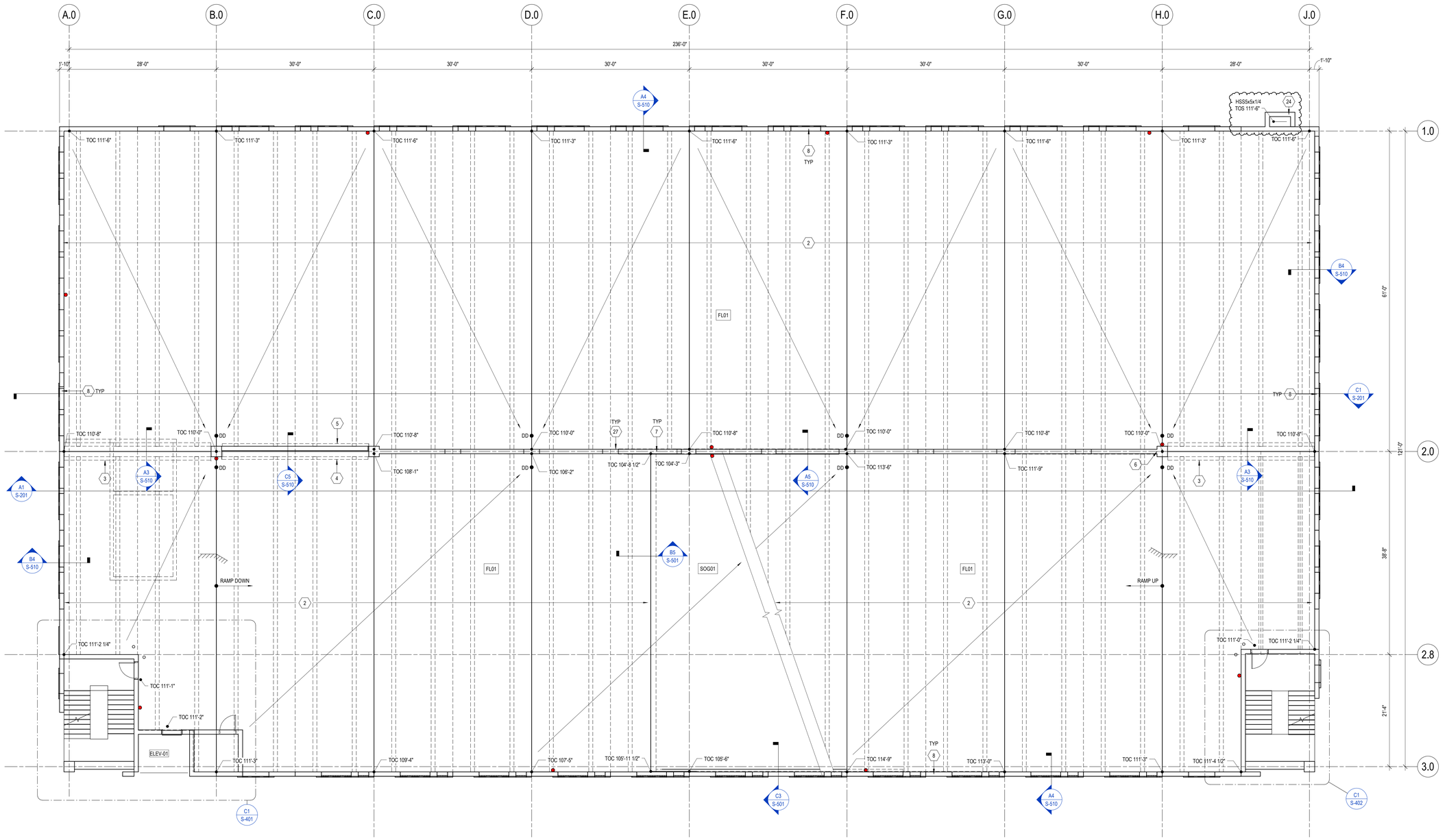
27 HOT DIPPED GALVANIZED CLOSURE GATE ASSEMBLY WITH 42" MINIMUM HEIGHT FROM TOP OF CONCRETE. VERTICAL BARS SHALL NOT ALLOW A 4" DIAMETER SPHERE TO PASS THROUGH. CONTRACTOR TO COORDINATE PROCUREMENT AND INSTALLATION WITH PRECAST SUPPLIER.

GENERAL SHEET NOTES

1. TYPICAL ELEVATED FLOOR = 3" THICK DOUBLE TEE FLANGE WITH A HEAVY RAKED AND ROUGHENED SURFACE WITH 3" COMPOSITE TOPPING SLAB. TOTAL SLAB THICKNESS = 6". TOP OF CONCRETE SLAB ELEVATION VARIES WITH DRAINAGE PROFILE. SEE FRAMING PLAN FOR TOP OF CONCRETE (TOC) ELEVATIONS AT GRID LINES. ALL TOC ELEVATIONS SHOWN ON THE FRAMING PLAN ARE TO THE TOP OF THE COMPOSITE TOPPING SLAB. MINIMUM TOPPING SLAB AT MIDSPAN OF DOUBLE TEE SHALL BE 2 1/2" MINIMUM CONSIDERING DOUBLE TEE CAMBER. CONTRACTOR TO COORDINATE WITH THE PRECAST MANUFACTURER THAT THE FINAL TOPPING SLAB DRAINAGE ~~CRITERIS~~ CRICAL ~~OF~~ DOUBLE TEE CAMBER AND DEFLECTION DUE UNCURED TOPPING. DOUBLE TEES SHALL HAVE HEAVY RAKED FINISH FOR COMPOSITE TOPPING.
2. FOR FLOOR ELEVATIONS BETWEEN POINTS INDICATED USE STRAIGHT LINE INTERPOLATION.
3. SEE DETAILS FOR WASH LOCATIONS IN THE TOPPING SLAB. THE CONCRETE WASH THICKNESS IS IN ADDITION TO THE TOC ELEVATIONS SHOWN ON THE FRAMING PLAN.
4. PROVIDE EPOXY COATED REINFORCEMENT STRUCTURAL PRECAST FLOOR MEMBERS AND TOPPING SLAB IN ACCORDANCE WITH ASTM A775.
5. PROVIDE ADDITIONAL CHORD REINFORCEMENT IN THE TOPPING SLAB AS NOTED ON S421. PROVIDE EPOXY COATED 4x4-W8xW8 MESH CENTERED IN THE COMPOSITE TOPPING SLAB.
6. ALL DOUBLE TEE STEM LOCATIONS TO BE DETERMINED BY PRECAST DESIGNER AND MANUFACTURER. DOUBLE TEE SIZE OF 15'-0" WIDE MAXIMUM WITH 7'-6" OC SPACED STEMS WERE USED TO DEVELOP THE GRID LINES, WALLS, AND OPENING LAYOUT. CONTRACTOR TO COORDINATE WITH PRECAST MANUFACTURER.

GENERAL SHEET NOTES CONT.

7. ALL PRECAST CONNECTIONS SHALL BE STAINLESS STEEL, UNLESS NOTED OTHERWISE.
8. PRECAST DESIGNER AND SUPPLIER SHALL DESIGN THE PRECAST FLANGE TO SUPPORT THE SELF WEIGHT OF THE WET TOPPING SLAB AND CONSTRUCTION LIVE LOAD. CONTRACTOR TO COORDINATE CONSTRUCTION EQUIPMENT REQUIRED ON THE PRECAST FLANGE FOR INSTALLATION OF THE TOPPING SLAB. IF ADDITIONAL TOPPING IS REQUIRED FOR DIFFERENTIAL DOUBLE TEE CAMBER, CONTRACTOR SHALL COORDINATE ALL NECESSARY TEMPORARY SHORING UNTIL CONCRETE TOPPING SLAB IS CURED AND COMPOSITE WITH THE PRECAST.
9. CONTROL JOINTS SHALL BE PROVIDED IN THE STRUCTURAL TOPPING SLAB IN VERTICAL ALIGNMENT WITH THE DOUBLE TEE JOINTS.
10. SEE SS10 FOR TYPICAL PRECAST FRAMING DETAILS.
11. SEE SHEET S420 FOR PRECAST SHEAR WALL SCHEDULE.
12. SEE SHEET S421 FOR TOPPING SLAB DIAPHRAGM REINFORCEMENT AND FORM SAVER CONNECTIONS TO PRECAST SHEAR WALLS.
13. SEE DETAIL B1S-S10 FOR ELEVATED DECK BOLLARD DETAIL. SEE ARCHITECTURAL DRAWINGS FOR BOLLARD LOCATIONS.



A1 LEVEL 2 FRAMING PLAN

1/8" = 1'-0"

N

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PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

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APPROVED BY:	JLG
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SHEET TITLE:

LEVEL 2 FRAMING PLAN

SHEET NUMBER:

S-102

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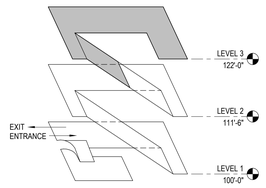
ISOMETRIC KEY PLAN



SHEET KEYNOTES

2 PRECAST DOUBLE TEE 31" DEEP x 15'-0" WIDE WITH 3" FLANGE THICKNESS WITH HEAVY RAKED FINISH SURFACE TO RECEIVE 3" STRUCTURAL TOPPING. PROVIDE EPOXY-COATED 4x4-W8xW8 MESH CENTERED IN THE COMPOSITE TOPPING SLAB.

3 40T32 WITH 3" MINIMUM STRUCTURAL TOPPING OVER IT GIRDER. SEE DETAILS FOR ADDITIONAL TOPPING SLAB REINFORCEMENT.

4 PRECAST L-BEAM WITH 36" MAXIMUM HEIGHT.

5 PRECAST LOAD-BEARING SPANDREL BY PRECAST DESIGNER AND SUPPLIER, WITH HEIGHT TO PROJECT 44" MINIMUM ABOVE THE TOPPING SLAB WASH TO MEET PEDESTRIAN BARRIER CODE REQUIREMENTS.

6 24"x24" PRECAST COLUMN.

7 10" THICK PRECAST RAMP WALL WITH CLOSURE ASSEMBLIES BETWEEN THE WALLS FOR PEDESTRIAN BARRIERS.

8 10" THICK EXTERIOR PRECAST WALLS WITH THIN BRICK. SEE ARCHITECTURAL DRAWINGS FOR PROJECTIONS, SILLS, AND BRICK DETAILS.

15 PRECAST CLOSURE SPANDREL. SLOPE BOTTOM OF SPANDREL TO PROVIDE 7'-0" MINIMUM CLEARANCE ON LEVEL BELOW. TOP OF SPANDREL TO BE 44" MINIMUM ABOVE TOP OF CONCRETE WASH.

22 SUPPORT LIGHT POLE AT TOP OF COLUMN ABOVE ROOF DECK OR WITH PRECAST HAUNCH AT INTERIOR RAMP WALL. PROVIDE ELECTRICAL CONDUIT IN PRECAST BELOW FLOOR SLAB. SEE DETAIL B5/S-510.

23 PRECAST HAUNCH AT EXTERIOR WALL PANEL TO SUPPORT LIGHT POLE. PROVIDE ELECTRICAL CONDUIT IN PRECAST TERMINATING BELOW FLOOR SLAB. SEE DETAIL B6/S-510.

24 SNOW CHUTE CONSTRUCTED WITH PRECAST PANELS, HUNG OFF OF PRECAST STRUCTURE. CONTAINS EMBED PLATES FOR BREAKER BARS.

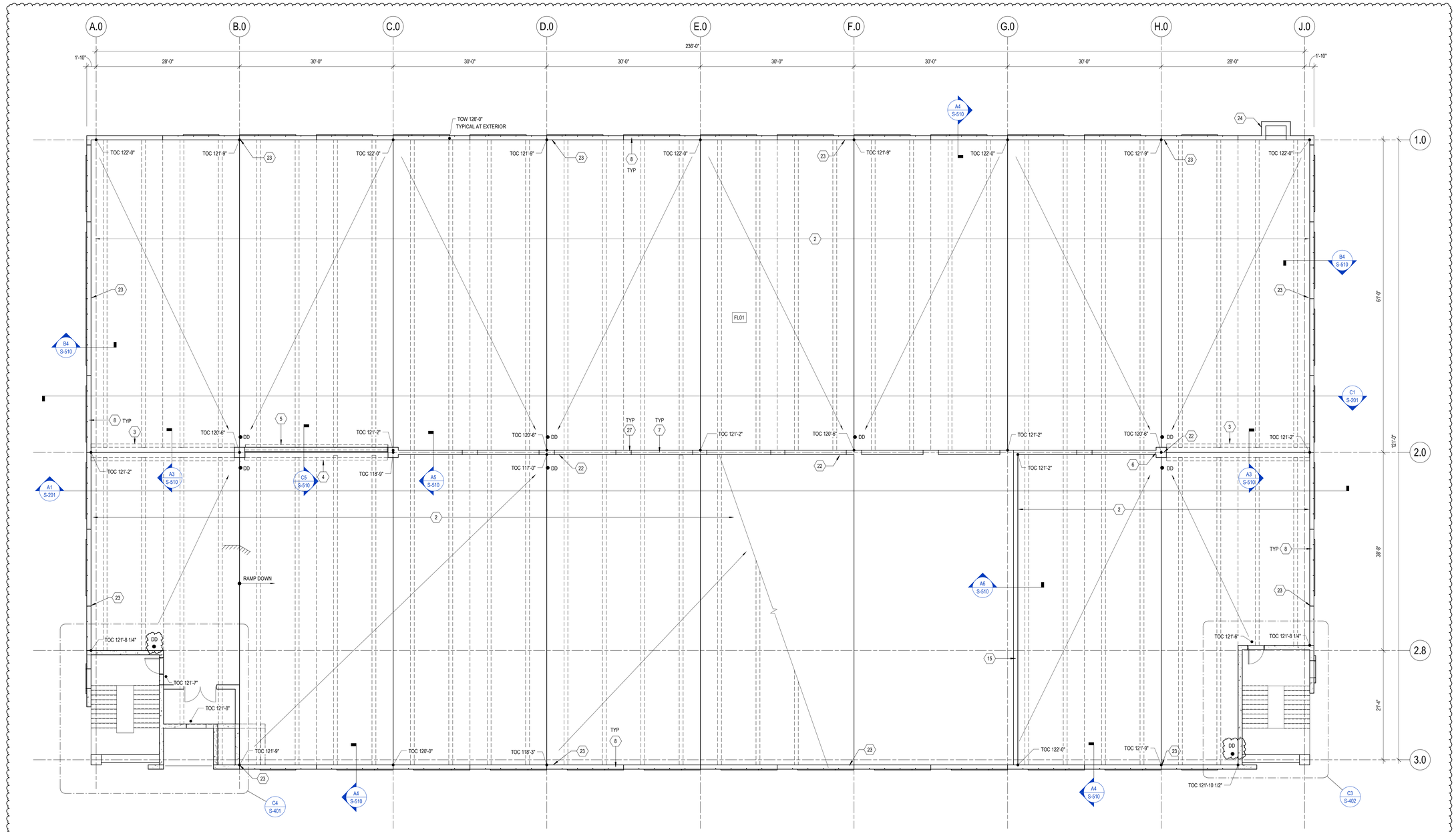
27 HOT DIPPED GALVANIZED CLOSURE GATE ASSEMBLY WITH 42" MINIMUM HEIGHT FROM TOP OF CONCRETE. VERTICAL BARS SHALL NOT ALLOW A 4" DIAMETER SPHERE TO PASS THROUGH. CONTRACTOR TO COORDINATE PROCUREMENT AND INSTALLATION WITH PRECAST SUPPLIER.

GENERAL SHEET NOTES

1. TYPICAL ELEVATED FLOOR = 3" THICK DOUBLE TEE FLANGE WITH A HEAVY RAKED AND ROUGHENED SURFACE WITH 3" COMPOSITE TOPPING SLAB. TOTAL SLAB THICKNESS = 6". TOP OF CONCRETE SLAB ELEVATION VARIES WITH DRAINAGE PROFILE. SEE FRAMING PLAN FOR TOP OF CONCRETE (TOC) ELEVATIONS AT GRID LINES. ALL TOC ELEVATIONS SHOWN ON THE FRAMING PLAN ARE TO THE TOP OF THE COMPOSITE TOPPING SLAB. MINIMUM TOPPING SLAB AT MIDSPAN OF DOUBLE TEE SHALL BE 2 1/2" MINIMUM CONSIDERING DOUBLE TEE CAMBER. CONTRACTOR TO COORDINATE WITH THE PRECAST MANUFACTURER THAT THE FINAL TOPPING SLAB DRAINAGE CONSIDERS PRECAST DOUBLE TEE CAMBER AND DEFLECTION FROM WET UNCURED TOPPING. DOUBLE TEES SHALL HAVE HEAVY RAKED FINISH FOR COMPOSITE TOPPING.
2. FOR FLOOR ELEVATIONS BETWEEN POINTS INDICATED USE STRAIGHT LINE INTERPOLATION.
3. SEE DETAILS FOR WASH LOCATIONS IN THE TOPPING SLAB. THE CONCRETE WASH THICKNESS IS IN ADDITION TO THE TOC ELEVATIONS SHOWN ON THE FRAMING PLAN.
4. PROVIDE EPOXY COATED REINFORCEMENT STRUCTURAL PRECAST FLOOR MEMBERS AND TOPPING SLAB IN ACCORDANCE WITH ASTM A775.
5. PROVIDE ADDITIONAL CHORD REINFORCEMENT IN THE TOPPING SLAB AS NOTED ON S421. PROVIDE EPOXY COATED 4x4-W8xW8 MESH CENTERED IN THE COMPOSITE TOPPING SLAB.
6. ALL DOUBLE TEE STEM LOCATIONS TO BE DETERMINED BY PRECAST DESIGNER AND MANUFACTURER. DOUBLE TEE SIZE OF 15'-0" WIDE MAXIMUM WITH 7'-6" OC SPACED STEMS WERE USED TO DEVELOP THE GRID LINES, WALLS, AND OPENING LAYOUT. CONTRACTOR TO COORDINATE WITH PRECAST MANUFACTURER.

GENERAL SHEET NOTES CONT.

7. ALL PRECAST CONNECTIONS SHALL BE STAINLESS STEEL, UNLESS NOTED OTHERWISE.
8. PRECAST DESIGNER AND SUPPLIER SHALL DESIGN THE PRECAST FLANGE TO SUPPORT THE SELF WEIGHT OF THE WET TOPPING SLAB AND CONSTRUCTION LIVE LOAD. CONTRACTOR TO COORDINATE CONSTRUCTION EQUIPMENT REQUIRED ON THE PRECAST FLANGE FOR INSTALLATION OF THE TOPPING SLAB. IF ADDITIONAL TOPPING IS REQUIRED FOR DIFFERENTIAL DOUBLE TEE CAMBER, CONTRACTOR SHALL COORDINATE ALL NECESSARY TEMPORARY SHORING UNTIL CONCRETE TOPPING SLAB IS CURED AND COMPOSITE WITH THE PRECAST.
9. CONTROL JOINTS SHALL BE PROVIDED IN THE STRUCTURAL TOPPING SLAB IN VERTICAL ALIGNMENT WITH THE DOUBLE TEE JOINTS.
10. SEE S510 FOR TYPICAL PRECAST FRAMING DETAILS.
11. SEE SHEET S420 FOR PRECAST SHEAR WALL SCHEDULE.
12. SEE SHEET S421 FOR TOPPING SLAB DIAPHRAGM REINFORCEMENT AND FORM SAVER CONNECTIONS TO PRECAST SHEAR WALLS.
13. SEE DETAIL B1/S-510 FOR ELEVATED DECK BOLLARD DETAIL. SEE ARCHITECTURAL DRAWINGS FOR BOLLARD LOCATIONS.



A1 LEVEL 3 FRAMING PLAN

1/8" = 1'-0"

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PROJECT TITLE:

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250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:

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PROJECT INFORMATION:

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APPROVED BY:	JLG
SCALE:	AS NOTED

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LEVEL 3 FRAMING PLAN

SHEET NUMBER:

S-103

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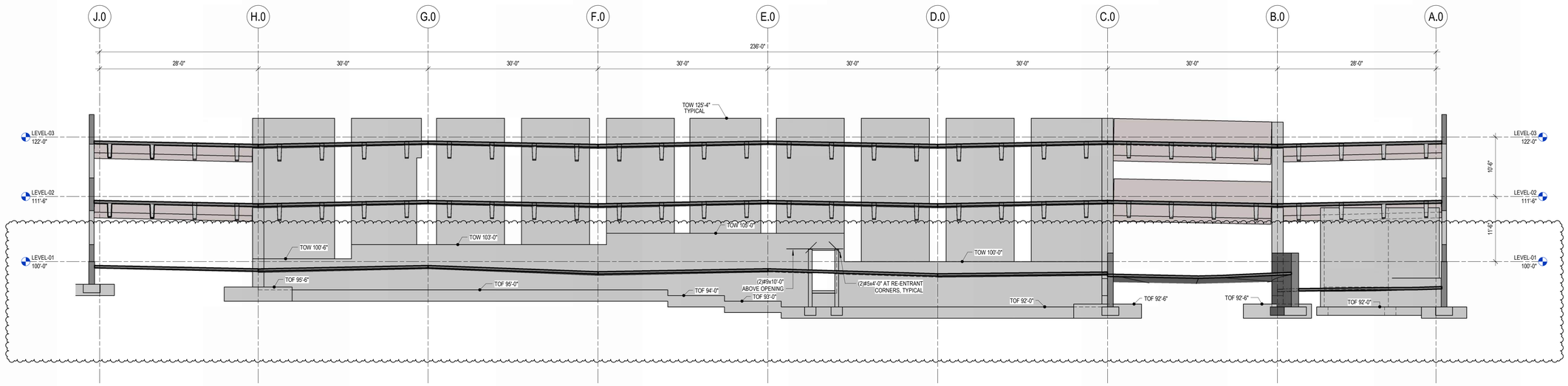
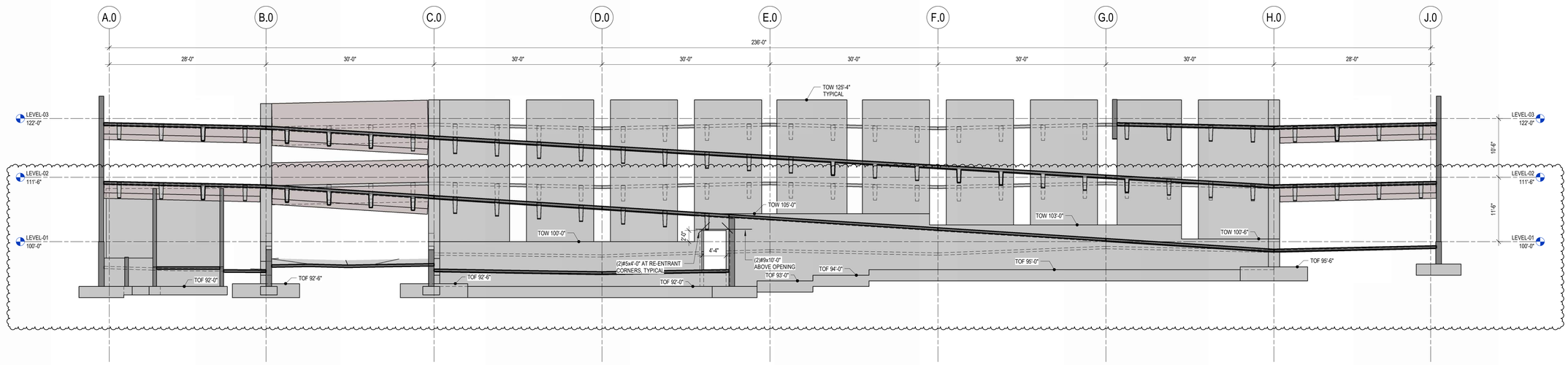


C1 BUILDING SECTION LOOKING SOUTH

1/8" = 1'-0"



A1 BUILDING SECTION LOOKING NORTH

1/8" = 1'-0"

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APPROVED BY:	JLG
SCALE:	AS NOTED

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BUILDING SECTIONS

SHEET NUMBER:

S-201

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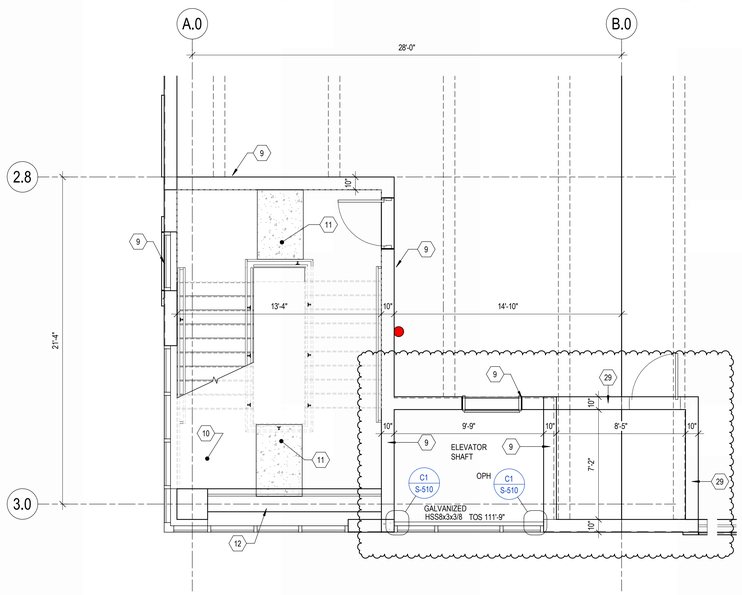
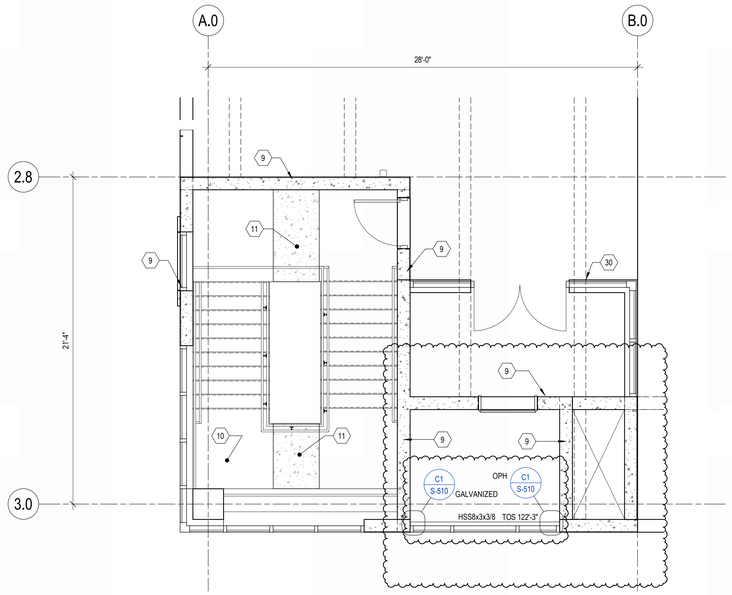
8/1/2025 4:32:31 PM

SHEET KEYNOTES

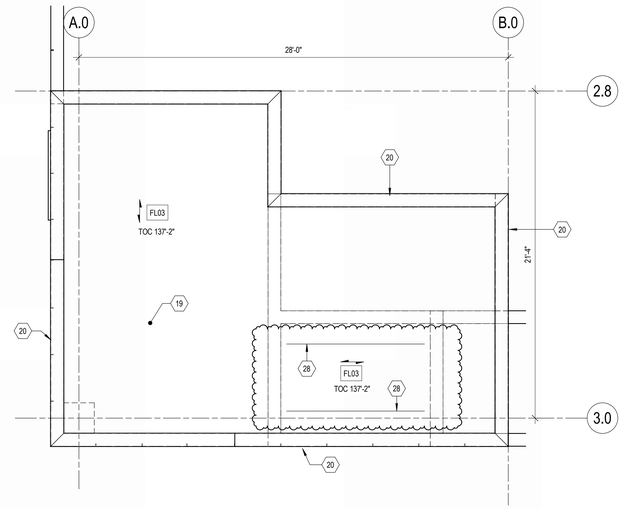
9 PRECAST STAIR OR ELEVATOR WALL, 10" MAXIMUM THICKNESS. FINAL THICKNESS TO BE DETERMINED BY PRECAST DESIGNER AND SUPPLIER. PANEL THICKNESS TO BE COORDINATED WITH ELEVATOR SHAFT TO MAINTAIN MINIMUM CLEARANCES.
10 10" THICK PRECAST CONCRETE STAIRS. FINAL THICKNESS TO BE CONFIRMED WITH PRECAST DESIGNER AND SUPPLIER.
11 PROVIDE 3' WIDE (1'-6" EACH SIDE) RECESS IN TOP OF PRECAST STAIR LANDING TO RECEIVE 3" TOPPING. JOINT SEALANT BETWEEN STAIR LANDINGS IS NOT PERMITTED.
12 PRECAST BEAM TO SUPPORT PRECAST CONCRETE STAIR AT INTERMEDIATE LANDING. CONCRETE BEAM TO SPAN BETWEEN CORNER COLUMN AND STAIR PANEL.
13 PRECAST SPANDREL BELOW CURTAIN WALL. SEE ARCHITECTURAL FOR ELEVATIONS AND DETAILS.
19 10" THICK PRECAST SOLID SLAB BY PRECAST DESIGNER AND SUPPLIER.
20 PRECAST SPANDREL ABOVE GLAZING. SEE ARCHITECTURAL FOR DETAILS.
28 ELEVATOR HOIST AND MACHINE BEAMS. CONTRACTOR TO COORDINATE SIZE, LOCATION, AND ELEVATION WITH ELEVATOR SUPPLIER. SEE DETAIL B2/S-510 FOR CONNECTION TO PRECAST.
29 PRECAST WALL BEARING ON LEVEL 2 DOUBLE TEE. PROVIDE EMBED IN PRECAST FLANGE FOR WALL CONNECTION ON TOP AND BOTTOM OF THE PANEL.
30 4" MINIMUM CONCRETE CURB BELOW STOREFRONT. SEE ARCHITECTURAL FOR DETAILS. PROVIDE (2)#5 x CONT. EPOXY COATED BARS WITH #4 SINGLE LEG STIRRUP DRILLED AND EPOXY AT 12" OC INTO TOPPING SLAB WITH 3" MIN. EMBEDMENT.



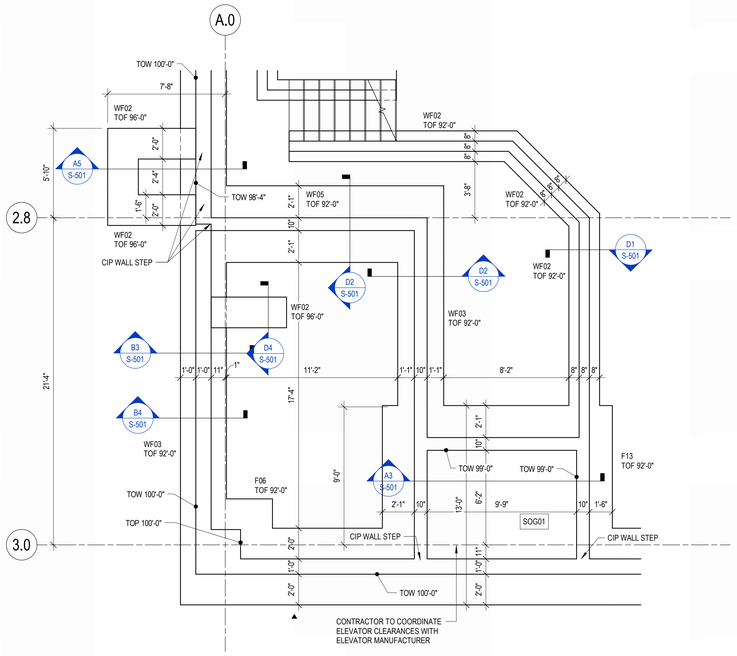
C1 STAIR 1 - LEVEL 2 FRAMING PLAN
1/4" = 1'-0"



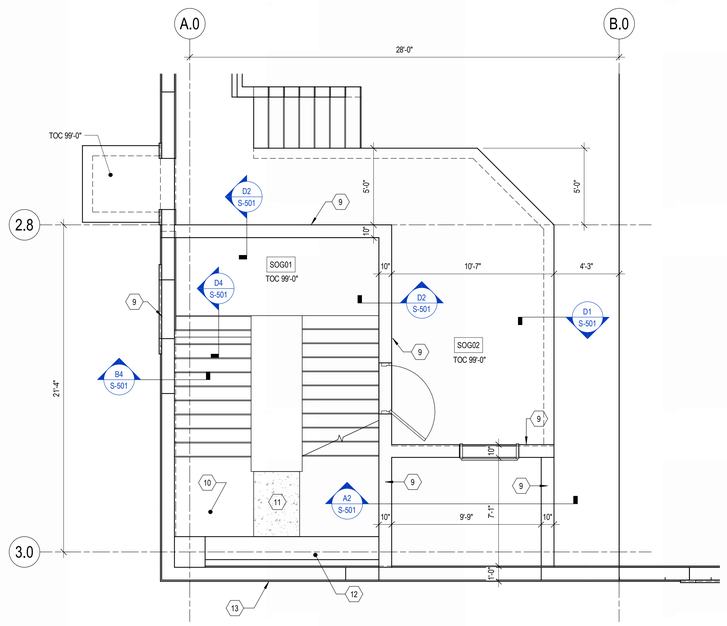
C4 STAIR 1 - LEVEL 3 FRAMING PLAN
1/4" = 1'-0"



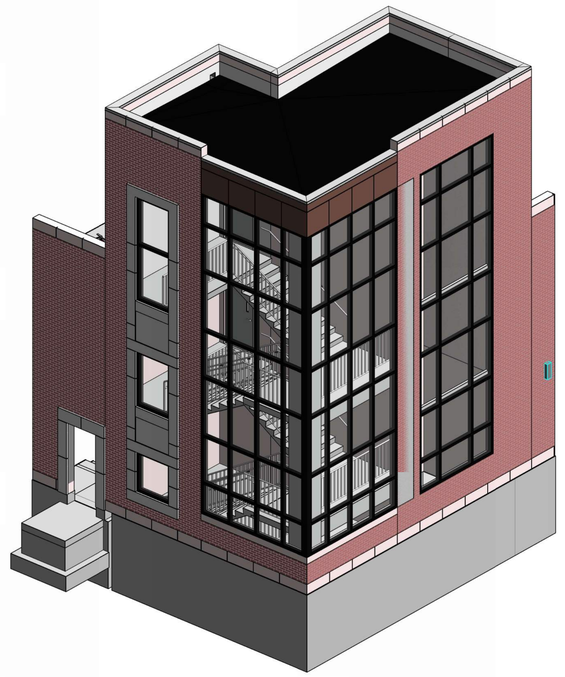
C5 STAIR 1 - ROOF FRAMING PLAN
1/4" = 1'-0"



A1 STAIR 1 - FOUNDATION PLAN
1/4" = 1'-0"



A4 STAIR 1 - LEVEL 1 FRAMING PLAN
1/4" = 1'-0"



A5 STAIR 1 ISOMETRIC

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APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:
STAIR 1 FRAMING PLANS

SHEET NUMBER:
S-401

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_S25.rvt
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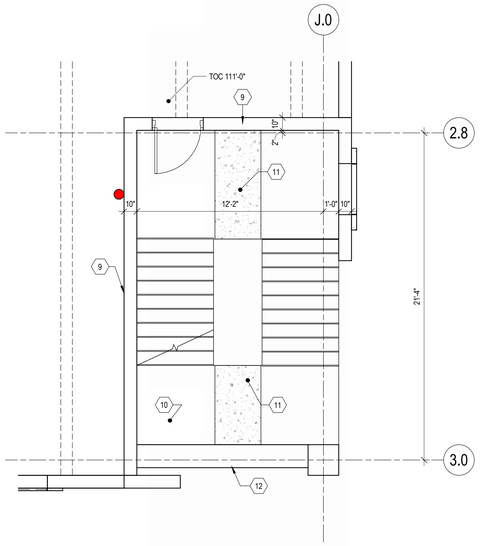
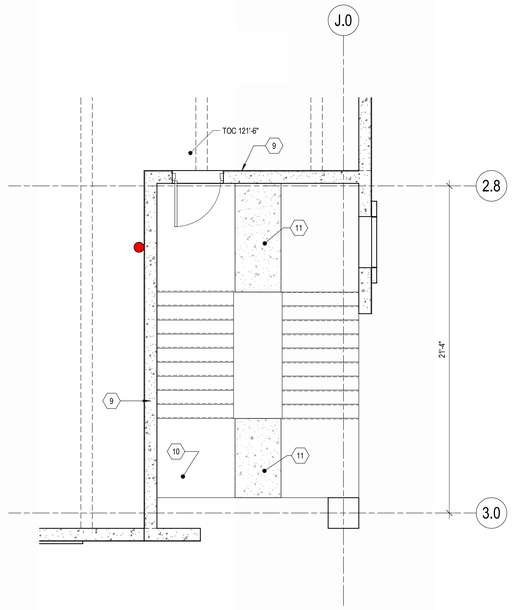
SHEET KEYNOTES

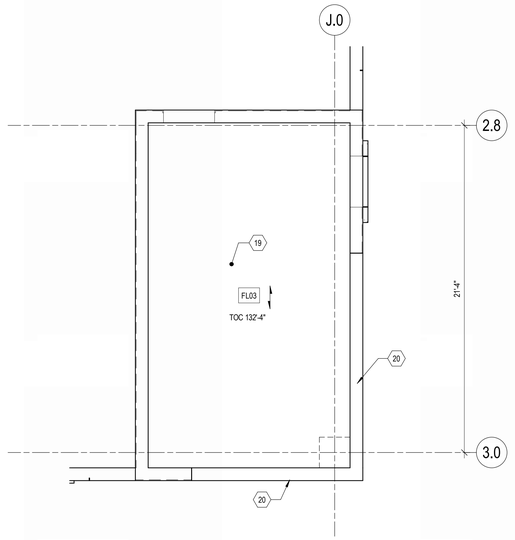
6 24"x24" PRECAST COLUMN.
9 PRECAST STAIR OR ELEVATOR WALL. 10" MAXIMUM THICKNESS. FINAL THICKNESS TO BE DETERMINED BY PRECAST DESIGNER AND SUPPLIER. PANEL THICKNESS TO BE COORDINATED WITH ELEVATOR SHAFT TO MAINTAIN MINIMUM CLEARANCES.
10 10" THICK PRECAST CONCRETE STAIRS. FINAL THICKNESS TO BE CONFIRMED WITH PRECAST DESIGNER AND SUPPLIER.
11 PROVIDE 3" WIDE (1'-6" EACH SIDE) RECESS IN TOP OF PRECAST STAIR LANDING TO RECEIVE 3" TOPPING. JOINT SEALANT BETWEEN STAIR LANDINGS IS NOT PERMITTED.
12 PRECAST BEAM TO SUPPORT PRECAST CONCRETE STAIR AT INTERMEDIATE LANDING. CONCRETE BEAM TO SPAN BETWEEN CORNER COLUMN AND STAIR PANEL.
13 PRECAST SPANDREL BELOW CURTAIN WALL. SEE ARCHITECTURAL FOR ELEVATIONS AND DETAILS.
19 10" THICK PRECAST SOLID SLAB BY PRECAST DESIGNER AND SUPPLIER.
20 PRECAST SPANDREL ABOVE GLAZING. SEE ARCHITECTURAL FOR DETAILS.



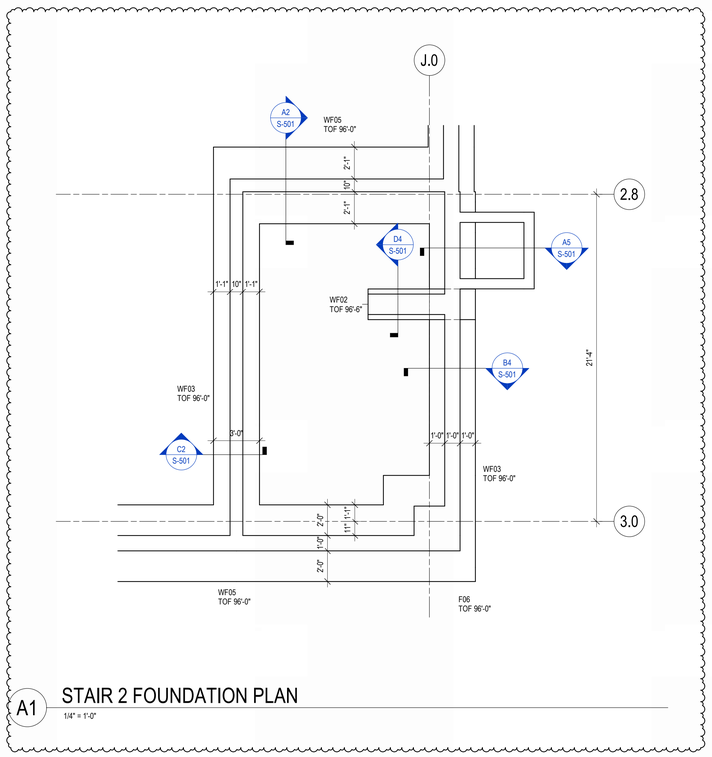
C1 STAIR 2 - LEVEL 2 FRAMING PLAN
1/4" = 1'-0"



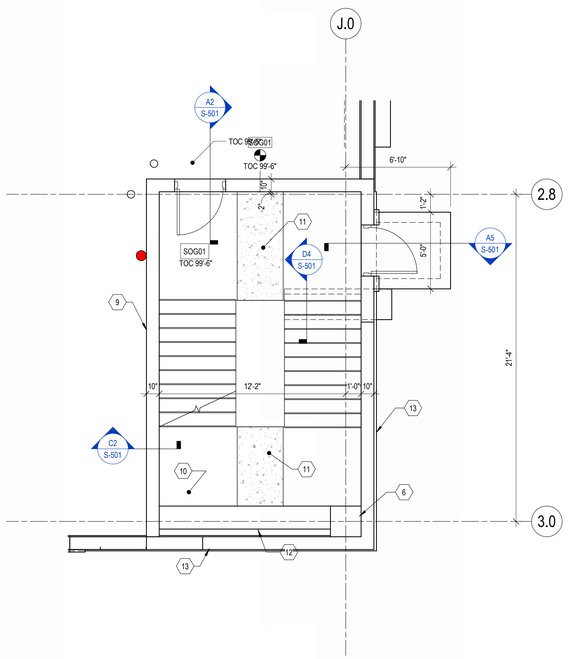
C3 STAIR 2 - LEVEL 3 FRAMING PLAN
1/4" = 1'-0"



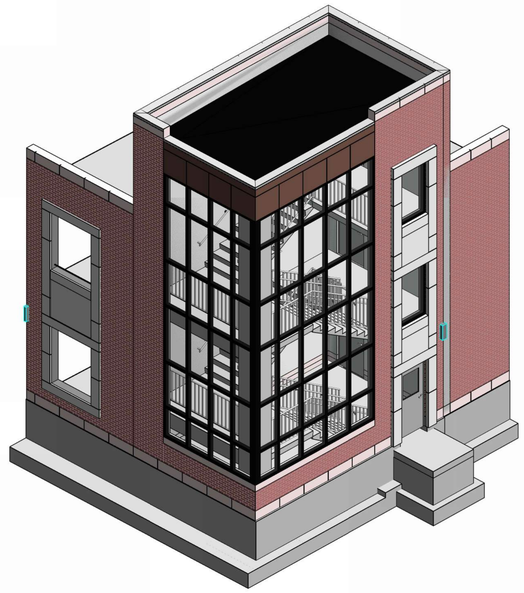
C5 STAIR 2 - ROOF FRAMING PLAN
1/4" = 1'-0"



A1 STAIR 2 FOUNDATION PLAN
1/4" = 1'-0"



A3 STAIR 2 - LEVEL 1 FRAMING PLAN
1/4" = 1'-0"



A5 STAIR 2 ISOMETRIC

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335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025
DATE:	08/01/2025
DRAWN BY:	BDM
CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:
STAIR 2 FRAMING PLANS

SHEET NUMBER:
S-402

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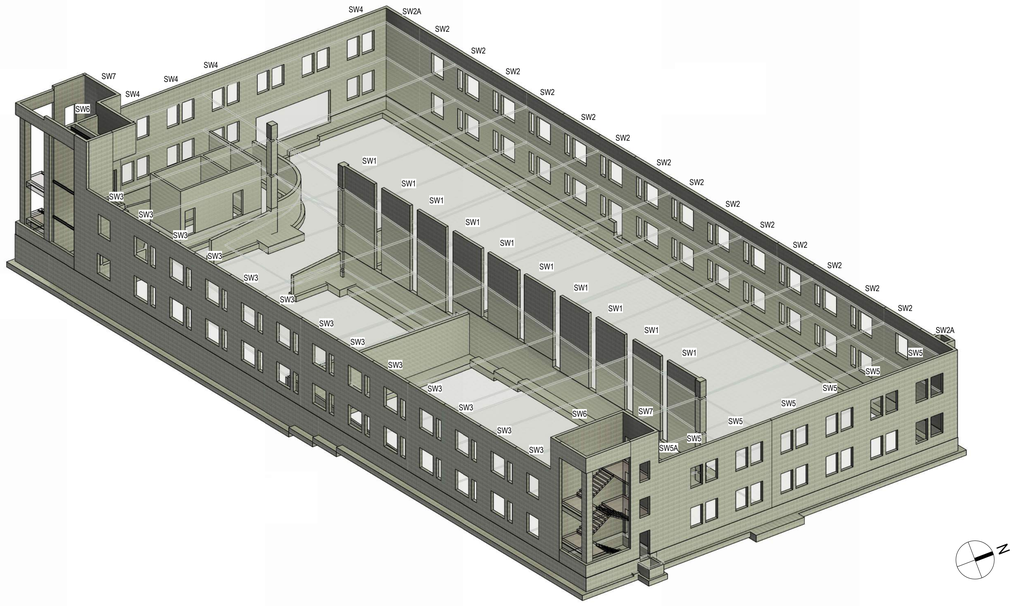
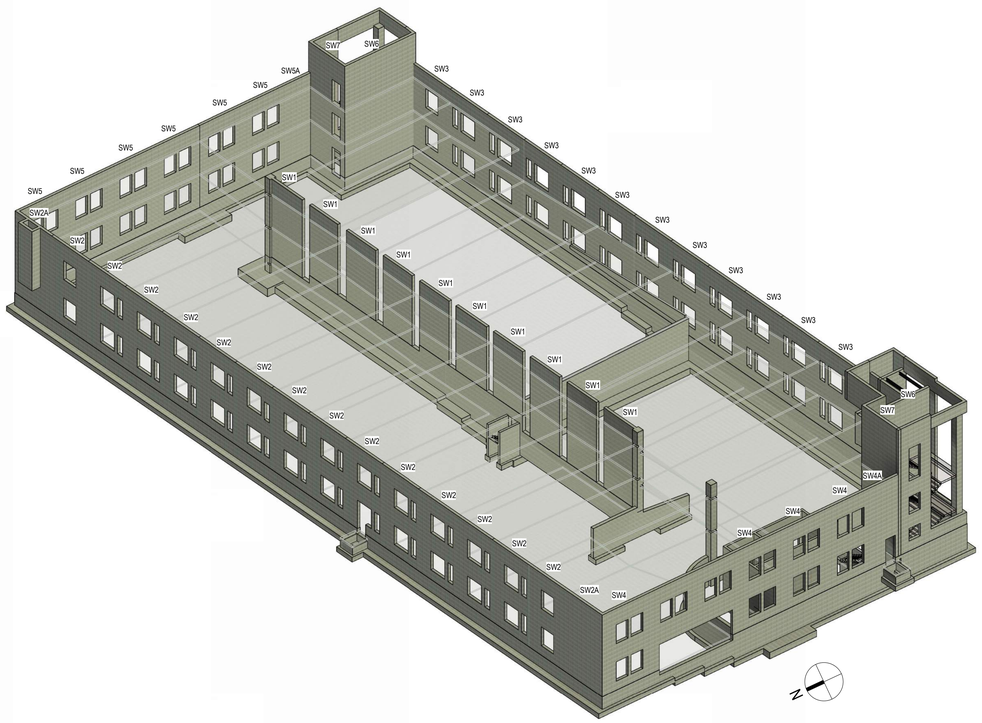


C1 SOUTHEAST SHEAR WALL ISOMETRIC



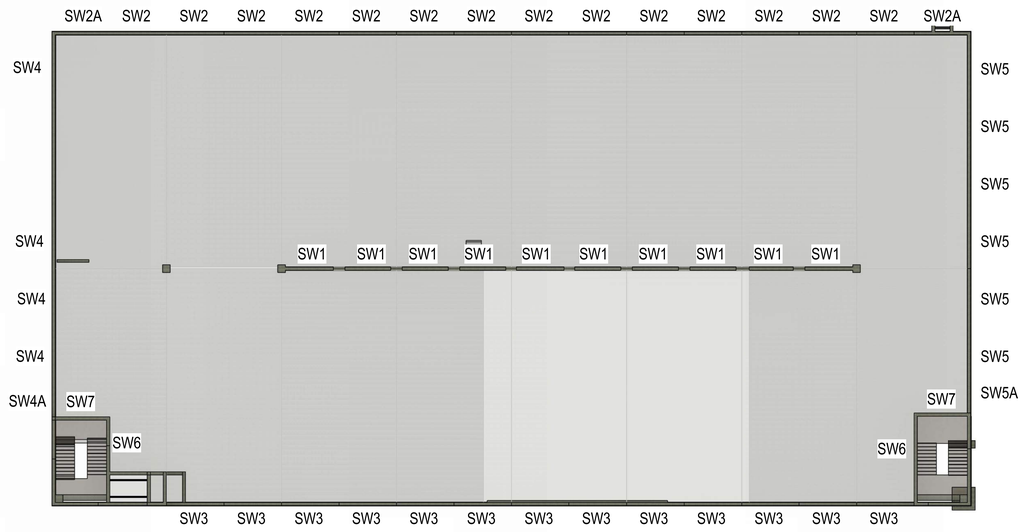
A1 NORTHWEST SHEAR WALL ISOMETRIC

SHEAR WALL LOADING SCHEDULE (KIPS)

MARK	DIRECTION	TYPE	STAIR ROOF	LEVEL 03	LEVEL 02
SW1	EW	WIND	N/A	1.1	1.0
		SEISMIC	N/A	2.8	(1.5)
SW2	EW	WIND	N/A	1.8	1.7
		SEISMIC	N/A	5.2	(2.8)
SW2A	EW	WIND	N/A	2.0	1.9
		SEISMIC	N/A	6.2	(3.2)
SW3	EW	WIND	N/A	1.8	1.6
		SEISMIC	N/A	6.0	(3.1)
SW3A	EW	WIND	N/A	2.0	1.7
		SEISMIC	N/A	6.2	(3.2)
SW4	NS	WIND	N/A	8.0	6.9
		SEISMIC	N/A	13.4	(6.8)
SW4A	NS	WIND	N/A	6.6	5.7
		SEISMIC	N/A	11.1	(5.8)
SW5	NS	WIND	N/A	7.1	5.7
		SEISMIC	N/A	11.9	(6.2)
SW5A	NS	WIND	N/A	1.7	1.5
		SEISMIC	N/A	3.3	(1.8)
SW6	NS	WIND	6.6	21.5	17.5
		SEISMIC	5.3	31.0	(16.0)
SW7	EW	WIND	6.7	2.1	1.7
		SEISMIC	5.3	6.4	(3.2)

PRECAST WALL SCHEDULE NOTES:

1. DIRECTION INDICATES SPAN DIRECTION FOR SHEAR WALLS. NS = NORTH-SOUTH DIRECTION. EW = EAST-WEST DIRECTION.
2. LOAD DISTRIBUTION ACCOUNTS FOR TORSIONAL LOADS DUE TO WIND AND SEISMIC FORCES. PRECAST ENGINEER TO DESIGN FOR WORST CASE LOADING BASED ON IBC 2015 AND ASCE 7-10 LOAD COMBINATIONS.
3. PRECAST DESIGNER TO COORDINATE WITH EOR ON PANELS THAT ARE CONNECTED TOGETHER TO ACT AS ONE LARGE SHEAR WALL. LATERAL LOADS PROVIDED IN THIS TABLE ASSUME THE PRECAST WALL PANELS ARE INDEPENDENT AND ARE NOT TIED TOGETHER AS ONE LARGE SHEAR WALL ACROSS THE ENTIRE ELEVATION. NOTIFY THE ENGINEER OF RECORD IF THE SHEAR WALL LAYOUT DIFFERS FROM THE STRUCTURAL DOCUMENTS AND PANELS ARE TIED TOGETHER TO ACT AS ONE SHEAR WALL.



A4 SHEAR WALL PLAN VIEW

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DE PERE, WISCONSIN 54115

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1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

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CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:

SHEAR WALL SCHEDULE

SHEET NUMBER:

S-420

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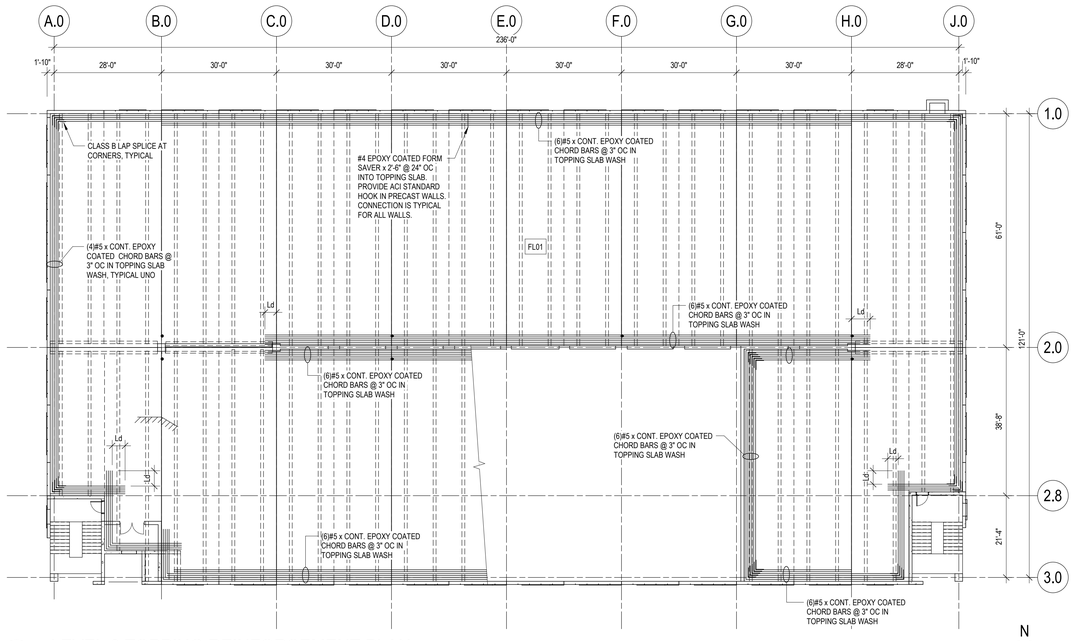
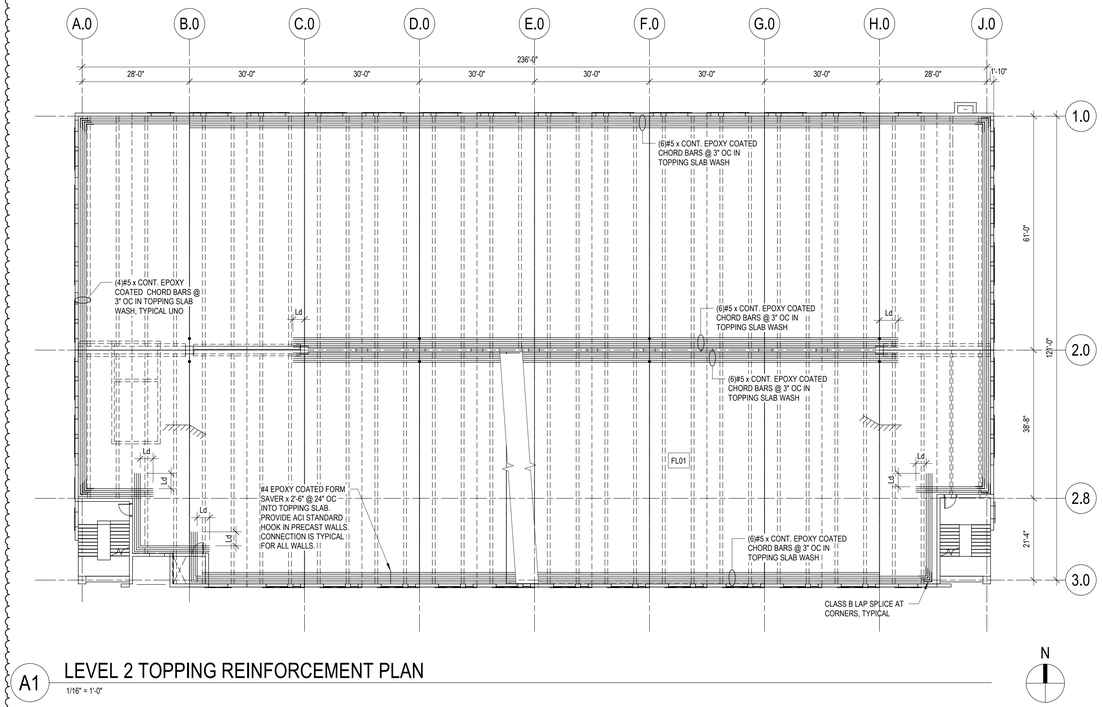


C1 LEVEL 3 TOPPING REINFORCEMENT PLAN

1/16" = 1'-0"



A1 LEVEL 2 TOPPING REINFORCEMENT PLAN

1/16" = 1'-0"

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APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:

ENLARGED REINFORCEMENT FRAMING PLANS

SHEET NUMBER:

S-421

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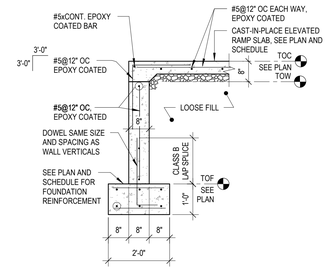
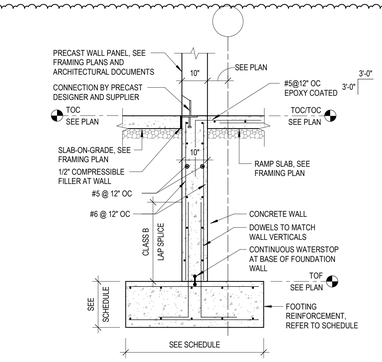


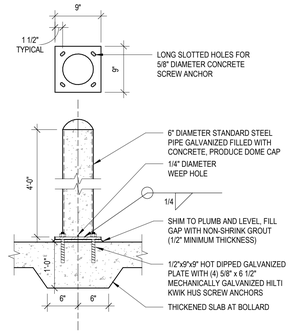
NOTES:

1. SEE ARCHITECTURAL DOCUMENTS FOR GUARD RAIL.

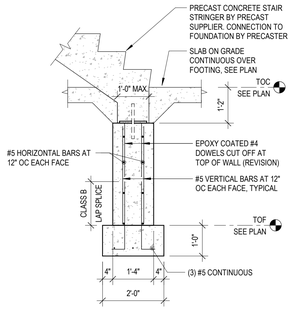
D1 RAMP DETAIL
1/2" = 1'-0"



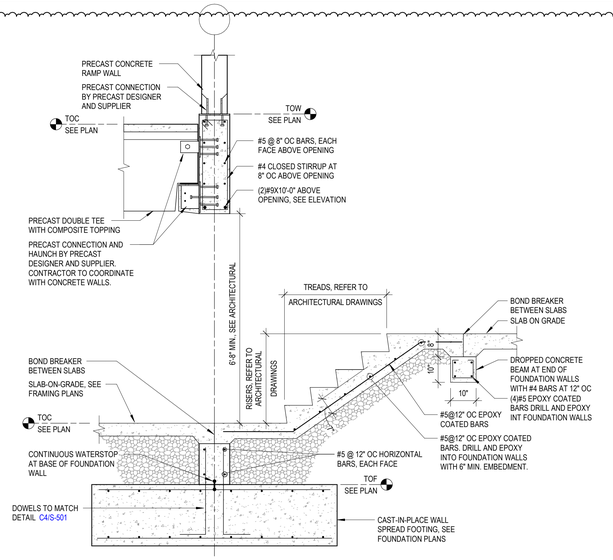
D2 FOUNDATION WALL AT STAIRS
1/2" = 1'-0"



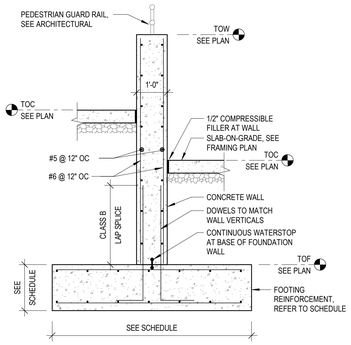
D3 SLAB-ON-GRADE BOLLARD DETAIL
1" = 1'-0"



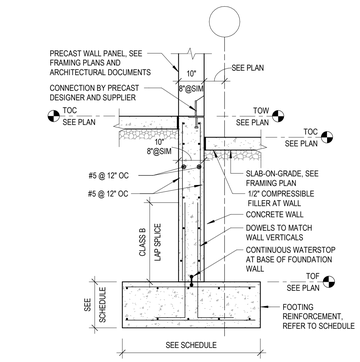
D4 PRECAST STAIR AT FOUNDATION
1/2" = 1'-0"



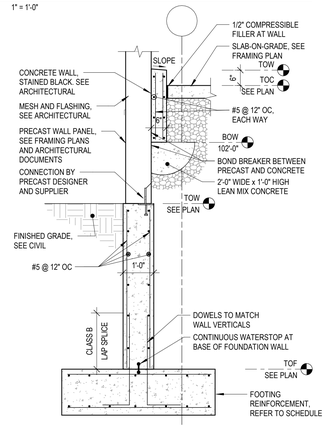
D5 RETAINING WALL SECTION AT STAIRS
1/2" = 1'-0"



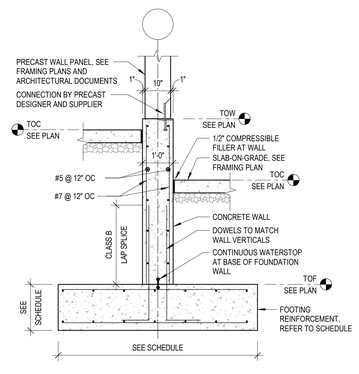
C1 FOUNDATION WALL AT RAMP
1/2" = 1'-0"



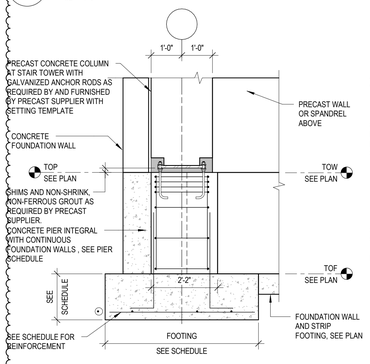
C2 FOUNDATION WALL AT STAIRS
1/2" = 1'-0"



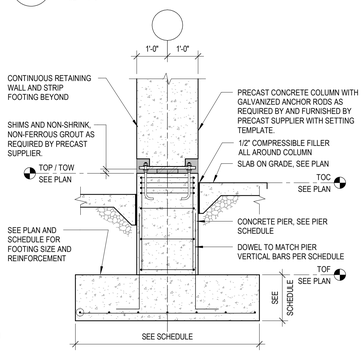
C3 FOUNDATION WALL AT EXTERIOR
1/2" = 1'-0"



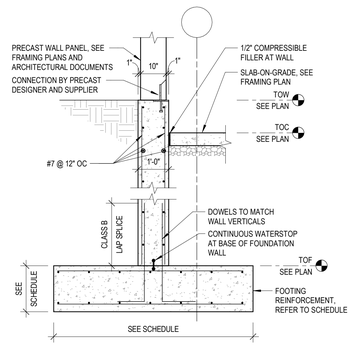
C4 FOUNDATION WALL AT INTERIOR
1/2" = 1'-0"



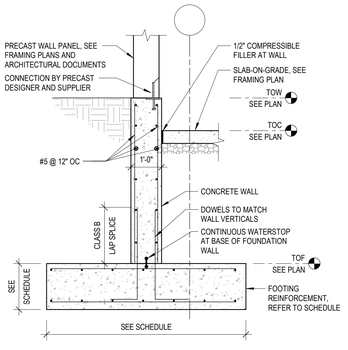
B1 CORNER COLUMN AT STAIR
1/2" = 1'-0"



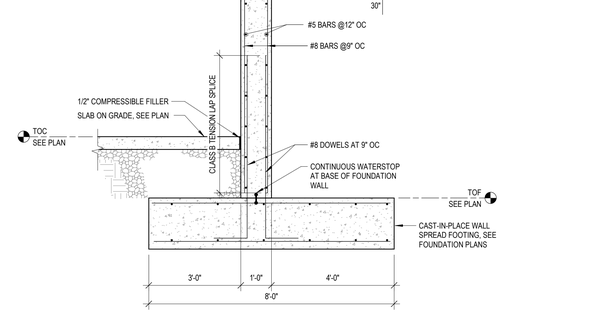
B2 INTERIOR COLUMN PIER
1/2" = 1'-0"



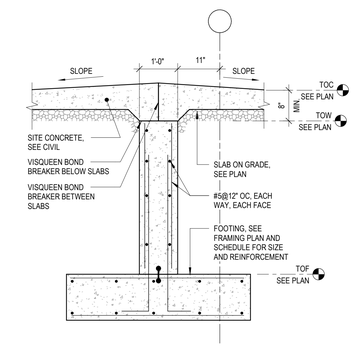
B3 FOUNDATION WALL AT EXTERIOR
1/2" = 1'-0"



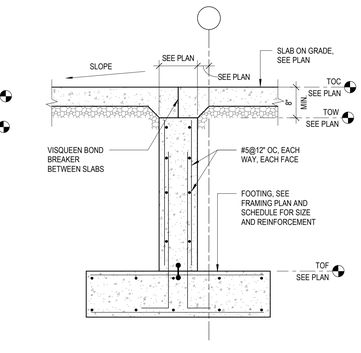
B4 FOUNDATION WALL AT EXTERIOR
1/2" = 1'-0"



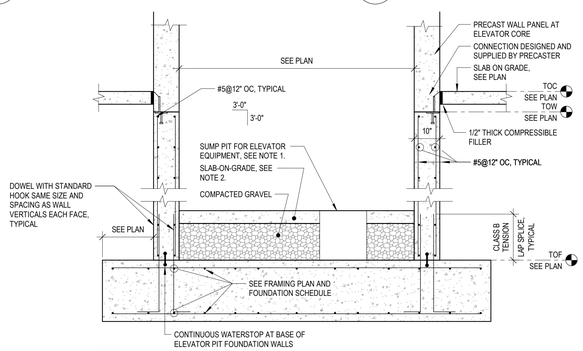
B5 RETAINING WALL AT SLAB-ON-GRADE TRANSITION
1/2" = 1'-0"



A1 SLAB-ON-GRADE DETAIL
3/4" = 1'-0"



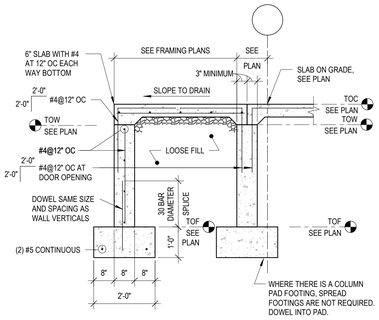
A2 SLAB-ON-GRADE DETAIL
3/4" = 1'-0"



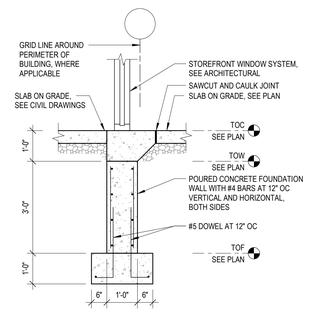
NOTES:

1. SUMP PIT, CONTRACTOR TO COORDINATE DEPTH, SIZE, AND LOCATION WITH PLUMBING DRAWINGS AND ELEVATOR SUPPLIER.
2. CONTRACTOR TO COORDINATE FINAL SLAB-ON-GRADE ELEVATION WITH ELEVATOR PIT DEPTH PER ELEVATOR MANUFACTURER.

A3 ELEVATOR PIT FRAMING
1/2" = 1'-0"



A5 STOOP DETAIL
1/2" = 1'-0"



A6 FOUNDATION AT STAIR TOWER
1/2" = 1'-0"

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250 N. WISCONSIN STREET
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ISSUE:

1	08/01/2025	ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025
DATE:	08/01/2025
DRAWN BY:	BDM
CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:

FOUNDATION DETAILS

SHEET NUMBER:

S-501

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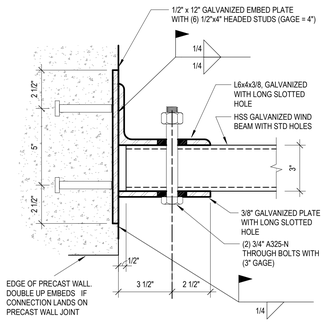
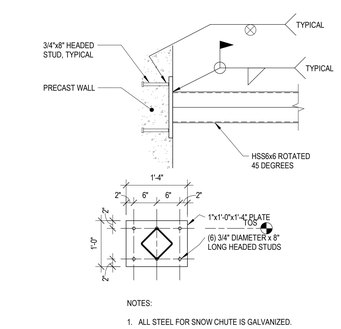
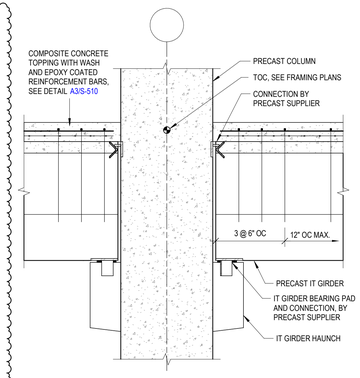
8/1/2025 4:33:06 PM



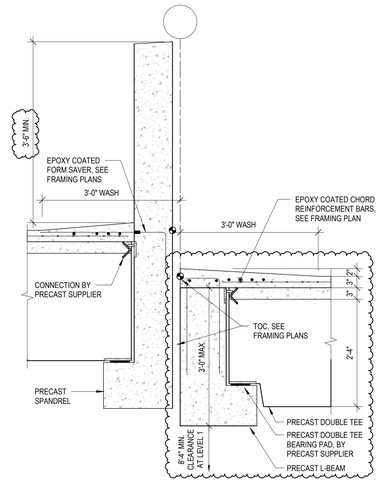
C1 ELEVATOR BEAM CONNECTION
3" = 1'-0"



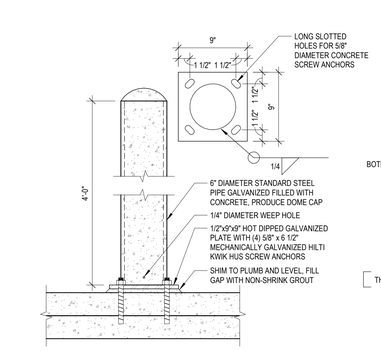
C2 SNOW CHUTE BREAKER BAR
3/4" = 1'-0"



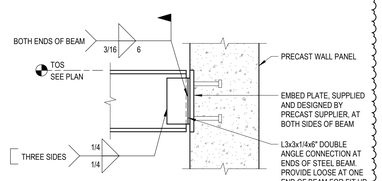
C3 INVERTED T BEAM DETAIL
3/4" = 1'-0"



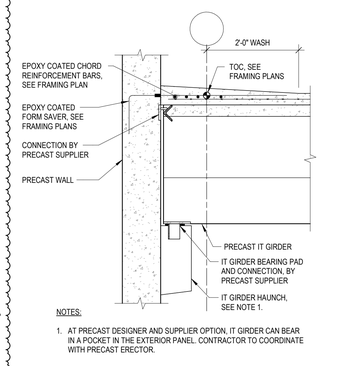
C5 PRECAST DETAIL
3/4" = 1'-0"



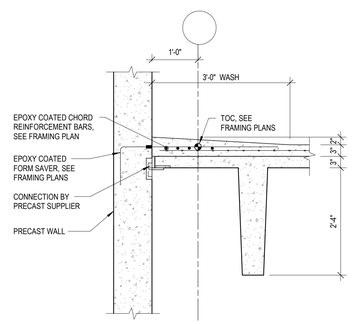
B1 BOLLARD DETAIL AT PRECAST
1 1/2" = 1'-0"



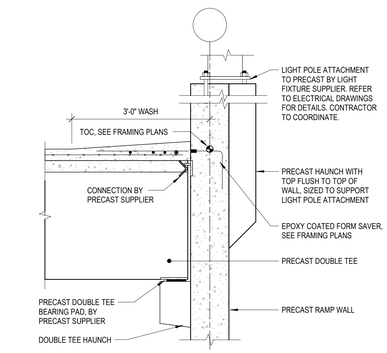
B2 ELEVATOR SHAFT BEAMS
1 1/2" = 1'-0"



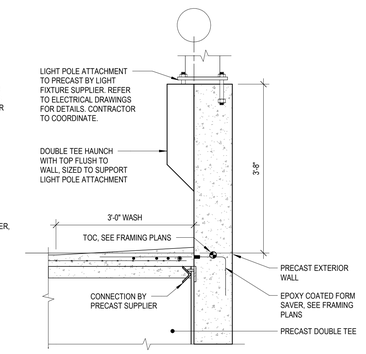
B3 INVERTED T BEAM DETAIL
3/4" = 1'-0"



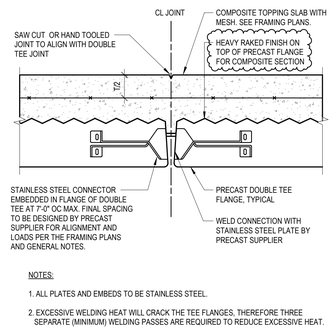
B4 EXTERIOR WALL DETAIL
3/4" = 1'-0"



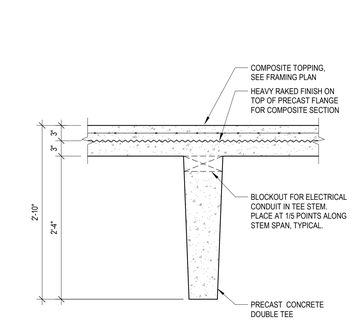
B5 LIGHT POLE HAUNCH AT INTERIOR WALL
3/4" = 1'-0"



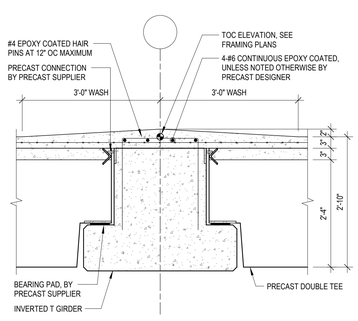
B6 LIGHT POLE HAUNCH AT EXTERIOR WALL
3/4" = 1'-0"



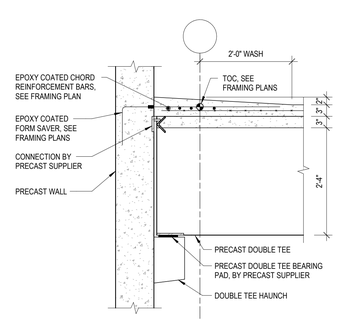
A1 FLANGE CONNECTOR
3" = 1'-0"



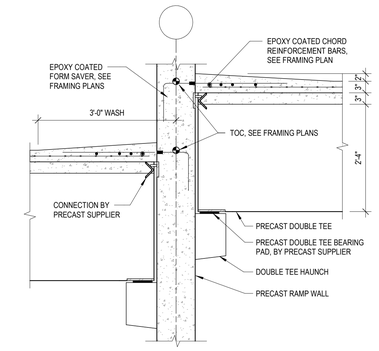
A2 DOUBLE TEE STEM BLOCKOUT
1" = 1'-0"



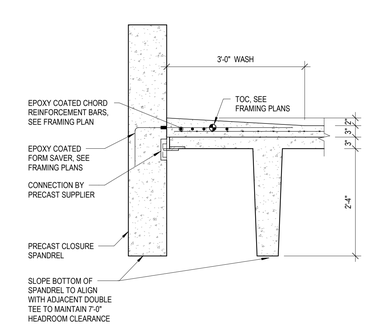
A3 INVERTED T BEAM DETAIL
3/4" = 1'-0"



A4 EXTERIOR WALL DETAIL
3/4" = 1'-0"



A5 INTERIOR RAMP WALL DETAIL
3/4" = 1'-0"



A6 CLOSURE SPANDREL DETAIL
3/4" = 1'-0"

GRAEF
275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500
www.graef-usa.com

CLIENT:
DE PERE

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:
PROJECT NUMBER: 2025-0025
DATE: 08/01/2025
DRAWN BY: BDM
CHECKED BY: DRK
APPROVED BY: JLG
SCALE: AS NOTED

SHEET TITLE:
PRECAST CONCRETE DETAILS

SHEET NUMBER:
S-510

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_S25.rvt
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FLOOR / ROOF SCHEDULE

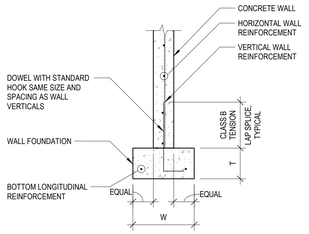
MARK	DESCRIPTION	REMARKS
FL01	3" THICK DOUBLE TEE FLANGE WITH A 1/4" AMPLITUDE MINIMUM ROUGHENED SURFACE WITH 3" COMPOSITE TOPPING SLAB. TOTAL SLAB THICKNESS = 6". TOPPING SLAB REINFORCED WITH EPOXY COATED 4x4-W8xW8 MESH CENTERED IN THE COMPOSITE TOPPING SLAB.	SEE FRAMING PLAN FOR TOC ELEVATION. TOC VARIES WITH DRAINAGE PROFILE AS NOTED ON THE FRAMING PLANS.
FL03	10" THICK SOLID PRECAST ROOF SLAB. SEE ARCHITECTURAL FOR WATERPROOFING.	
SOG01	5" CONCRETE SLAB ON GRADE REINFORCED WITH 4.5 LB PER CUBIC YARD POLYPROPYLENE MACRO FIBERS.	SEE FRAMING PLAN FOR TOC ELEVATION. TOC VARIES WITH DRAINAGE PROFILE AS NOTED ON THE FRAMING PLANS.
SOG02	5" CONCRETE SLAB REINFORCED WITH #4 EPOXY COATED BARS @ 12" OC, EACH WAY.	SLAB-ON-GRADE RAMP AND ELEVATED LANDING.

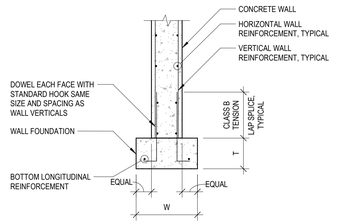
CONCRETE WALL FOUNDATION SCHEDULE

MARK	SIZE		TYPE	REINFORCEMENT				REMARKS
				TOP		BOTTOM		
	WIDTH, W	THICKNESS, T		LONGITUDINAL	TRANSVERSE	LONGITUDINAL	TRANSVERSE	
WF02	2'-0"	1'-6"	II	#6@12" OC x CONT	#5 @ 14" OC	#6@12" OC x CONT	#5 @ 14" OC	
WF03	3'-0"	1'-6"	II	#6@12" OC x CONT	#5 @ 14" OC	#6@12" OC x CONT	#5 @ 14" OC	
WF05	5'-0"	1'-6"	II	#6@12" OC x CONT	#5 @ 14" OC	#6@12" OC x CONT	#5 @ 14" OC	
WF07	7'-0"	2'-0"	II	#7 @ 12" OC x CONT	#5 @ 14" OC	#7 @ 12" OC x CONT	#5 @ 14" OC	
WF08	8'-0"	2'-0"	II	#6@12" OC x CONT	#6 @ 12" OC	#6@12" OC x CONT	#6 @ 12" OC	

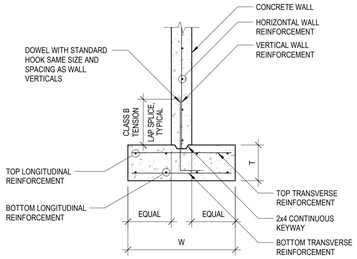
CONCRETE FOUNDATION SCHEDULE NOTES:

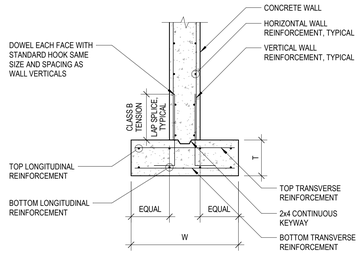
1. SEE CONCRETE WALL SCHEDULE FOR WALL DIMENSIONS AND REINFORCEMENT.





TYPE I





TYPE II

CONCRETE SPREAD FOOTING SCHEDULE

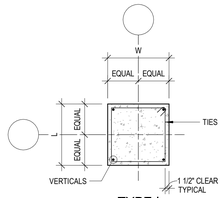
MARK	SIZE			REINFORCEMENT		REMARKS
	LENGTH	WIDTH	THICKNESS	BOTTOM	TOP	
F06	6'-0"	6'-0"	1'-6"	#8 @ 8" OC, EACH WAY		
F12	12'-0"	12'-0"	2'-6"	#9 @ 12" OC, EACH WAY		
F13	13'-0"	15'-0"	1'-6"	#8 @ 12" OC, EACH WAY	#6@12" OC, EACH WAY	

CONCRETE PIER SCHEDULE

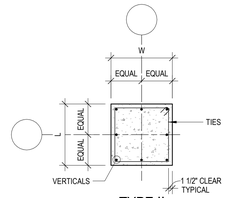
MARK	TOP OF PIER ELEVATION	TYPE	SIZE			REINFORCEMENT		REMARKS
			LENGTH, L	WIDTH, W	DIAMETER, D	VERTICALS	TIES	
P01	SEE PLAN	II	2'-0"	2'-0"		(8)#8	#4 @ 12" OC	SEE DETAIL B1.82/S-501 FOR MORE INFORMATION. PROVIDE ADDITIONAL TIES AT ANCHOR BOLTS.

CONCRETE PIER SCHEDULE NOTES:

1. SEE TYPICAL PIER DIAGRAM FOR INFORMATION PERTAINING TO PIER SCHEDULE.
2. FOR PIERS THAT OVERLAP A FOUNDATION WALL CONTINUE WALL HORIZONTAL REINFORCEMENT THROUGH PIER, SEE TYPICAL PIER DIAGRAM.
3. FOR PIERS POURED INTEGRAL WITH FOUNDATION WALLS REFER TO TYPICAL DETAILS BELOW FOR ADDITIONAL REINFORCEMENT.
4. STAGGER HOOK LOCATIONS FOR SUCCESSIVE CIRCULAR TIES. ADJACENT CIRCULAR TIES SHOULD NOT ENGAGE THE SAME LONGITUDINAL BAR.



TYPE I



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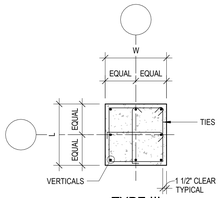

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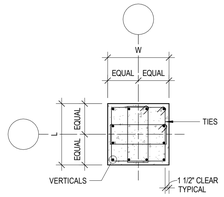
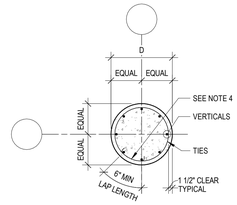


TYPE IV



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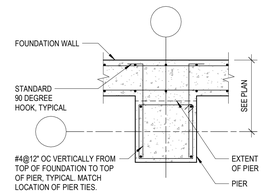
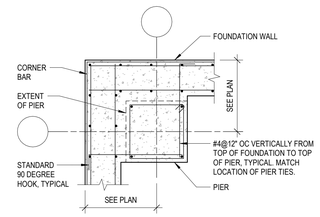
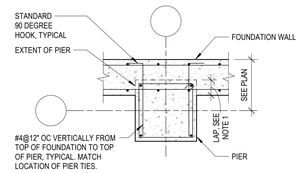


PIER INTEGRAL WITH FOUNDATION WALL - NO OVERLAP CONDITION



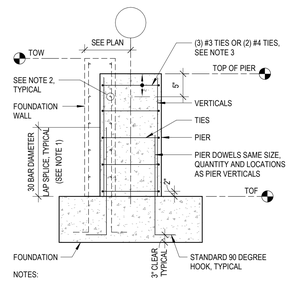
PIER INTEGRAL WITH FOUNDATION WALL - CORNER CONDITION



NOTES:

1. #4@12" OC EACH SIDE OF PIER MAY BE ELIMINATED FOR LAP ≥ 6".

PIER INTEGRAL WITH FOUNDATION WALL - LAPPED CONDITION



NOTES:

1. CONTRACTOR OPTION TO ELIMINATE SPLICE AND PROVIDE CONTINUOUS DOWELS WITH HOOKS FOR SHORT PIERS.
2. CONTINUE FOUNDATION WALL HORIZONTAL REINFORCEMENT THROUGH PIER.
3. PROVIDE IN ADDITION TO TIES SHOWN IN SCHEDULE.

TYPICAL PIER DIAGRAM

PRECAST BID PACKAGE

GRÄEF

275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500

www.graef-usa.com

CLIENT:

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:

1 08/01/2025 ADDENDUM 01

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025
DATE:	08/01/2025
DRAWN BY:	BDM
CHECKED BY:	DRK
APPROVED BY:	JLG
SCALE:	AS NOTED

SHEET TITLE:

SCHEDULES

SHEET NUMBER:

S-601

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_S25.rvt
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PARTITION LEGEND

GF3A1

1. MATERIAL
2. FIRE RATED ASSEMBLY
3. MATERIAL SIZE
4. ASSEMBLY SERIES
5. HOURLY RATING (MASONRY)

1. MATERIAL
THIS CHARACTER DENOTES THE CONSTRUCTION MATERIAL FOR THE WALL ASSEMBLY.

2. FIRE RESISTANT RATED WALL ASSEMBLY (WHERE SHOWN)
DENOTES THAT THE WALL ASSEMBLY IS FIRE RATED IF THE LETTER 'F' IS PRESENT AFTER THE MATERIAL.

3. MATERIAL SIZE
THIS CHARACTER DENOTES THE CONSTRUCTION MATERIAL'S SIZE WITH THE NUMBER USUALLY CORRELATING WITH THE MATERIAL'S WIDTH.

4. ASSEMBLY SERIES
THIS CHARACTER DENOTES THE ASSEMBLY SERIES FOR THAT MATERIAL TO WHICH THE WALL BELONGS.

5. HOURLY RATING (MASONRY ONLY)
INDICATES HOURLY FIRE RATING AT MASONRY WALL ASSEMBLY ONLY.

PARTITION KEY

1. MATERIAL

STANDARD WALLS
- A ACOUSTIC WALL (METAL STUD)
- C CONCRETE
- G GYPSUM BOARD (METAL STUD)
- GW GYPSUM BOARD (WOOD STUD)
- L LEAD LINED GYPSUM (METAL STUD)
- M CONCRETE MASONRY UNIT (CMU)
- MP METAL PANEL
- P PRECAST CONCRETE

ASSEMBLY WALLS
- BG BRICK VENEER / GYPSUM
- BM BRICK VENEER / CONCRETE MASONRY
- BX BRICK VENEER / CONCRETE MASONRY / GYPSUM
- MG CONCRETE MASONRY / GYPSUM
- SM STONE / CONCRETE MASONRY
- SX STONE / CONCRETE MASONRY / GYPSUM
- SG STONE / GYPSUM

3. MATERIAL SIZE

METAL STUDS
- 0 7/8" FURRING CHANNEL
- 1 1 5/8" METAL STUD
- 2 2 1/2" METAL STUD
- 3 3 1/2" METAL STUD
- 3 3 5/8" METAL STUD
- 4 4" METAL STUD
- 6 6" METAL STUD

MASONRY WALLS
- 2 1 5/8" CMU
- 4 3 5/8" CMU
- 6 5 5/8" CMU
- 8 7 5/8" CMU
- 10 9 5/8" CMU
- 12 11 5/8" CMU

INTERIOR PARTITION NOTES

GENERAL

1. TYPICAL FLOOR PLAN DIMENSIONS FOR PARTITIONS ARE TO FINISH FACE OF GYPSUM BOARD OR MASONRY UNLESS NOTED OTHERWISE. MAINTAIN DIMENSIONS BETWEEN FACE OF FINISHES.
2. TYPICAL GYPSUM BOARD PARTITION WIDTH IS BASED ON 5/8" GYPSUM BOARD UNLESS NOTED OTHERWISE.
3. TYPICAL MASONRY UNIT WIDTH IS BASED ON ACTUAL UNIT DIMENSIONS UNLESS SHOWN OTHERWISE.
4. PARTITION WALL TYPES SHOW GENERAL REQUIREMENTS FOR PARTITIONS. REFER TO SPECIFICATIONS, PRODUCT TECHNICAL DATA AND REQUIREMENTS OF APPLICABLE TESTING AGENCIES FOR SPECIFICS OF PARTITION CONSTRUCTION REQUIREMENTS.
5. PARTITION REQUIREMENTS SHOWN ARE MINIMUM STANDARDS. WHERE ACTUAL CONDITIONS CAUSE PARTITION(S) TO EXCEED THE LIMITS PER THE MANUFACTURER'S RECOMMENDATIONS, REINFORCE PARTITION(S) AS REQUIRED.
6. PROVIDE BLOCKING OR BACKER MATERIAL FOR ATTACHMENT AND MOUNTING OF WALL-HUNG ITEMS OR EQUIPMENT. PROVIDE FIRE RETARDANT TREATED BLOCKING WHERE REQUIRED AT FIRE RESISTANT RATED WALLS AND AS REQUIRED BY CODE.
7. PROVIDE WATER RESISTANT GYPSUM BOARD AT AREAS REQUIRED BY CODE AND WHERE WALL FINISHES CONTAIN CERAMIC TILE, UNLESS NOTED OTHERWISE.
8. ENSURE FINISH SURFACES ARE FLUSH AND SEAMLESS WHERE PARTITIONS AND/OR FURRINGS ARE COPLANAR.

SOUND TRANSMISSION CLASS RATED PARTITIONS

1. THE STC RATINGS SHOWN ON THE PARTITION WALL TYPES ARE ONLY AN APPROXIMATION OF WHAT CAN BE POTENTIALLY ACHIEVED. STC RATINGS ARE INDICATED ON THE PARTITION WALL TYPES TABLE WHEN APPLICABLE.
2. FOR AN ACCURATE STC RATING, A PROPRIETARY WALL ASSEMBLY MAY BE APPROPRIATE. REFERENCE TESTS FOR STC RATED ASSEMBLIES ARE TYPICALLY PROPRIETARY AND MAY RESULT IN A HIGHER OR LOWER STC RATING THAN INDICATED.
3. REFERENCE TESTS AND STC RATINGS MAY DIFFER FROM MANUFACTURER TO MANUFACTURER AND PRODUCT TO PRODUCT, SO AS A RESULT, REFERENCE TEST NUMBERS ARE NOT INDICATED ON THE PARTITION WALL TYPES.
4. FILL EACH JOINT AND PENETRATION WITH SOUND ATTENUATED INSULATION AND SEAL TO ACHIEVE ACOUSTIC RATING.
5. IF DESIRED, TO ACHIEVE HIGHER STC RATINGS, BATT INSULATION SHOULD BE REPLACED WITH A HEAVIER, DENSER MATERIAL SUCH AS MINERAL WOOL.

FIRE RESISTANT RATED WALL ASSEMBLY

1. FIRE RATED ASSEMBLY TEST REFERENCES SHOWN ARE PER UNDERWRITERS LABORATORY.
2. PARTITION WALL TYPES SHOWN INDICATING A FIRE RESISTANT RATED ASSEMBLY PER UNDERWRITERS LABORATORY'S APPROVED UL DESIGN ARE FOR REFERENCE ONLY AND ARE PROVIDED TO SHOW DESIGN INTENT. OTHER TESTED AND APPROVED FIRE RESISTANT RATED ASSEMBLIES SIMILAR TO WHAT IS SHOWN MAY BE USED AS LONG AS THE ASSEMBLY'S FIRE RESISTANT RATING, WALL THICKNESS, AND MATERIAL ARE NOT CHANGED. PROVIDE ARCHITECT WITH APPLICABLE DATA FOR APPROVAL OF ALL SUBSTITUTIONS.
3. PROVIDE FIRE STOPPING AT PENETRATIONS AND CONNECTIONS TO ADJACENT ASSEMBLIES COMPLIANT WITH APPLICABLE TESTING AGENCY REQUIREMENTS.

GENERAL NOTES

1. CONTRACTUAL OBLIGATION: THE GC SHALL ABIDE BY AND BE RESPONSIBLE FOR ALL REQUIREMENTS STATED IN THE AIA DOCUMENT A201 - GENERAL CONDITIONS (CURRENT ISSUE), UNLESS NOTED OTHERWISE.

2. GENERAL CONDITIONS: THE GC SHALL PROVIDE ALL LABOR, MATERIAL, EQUIPMENT, TOOLS, UTILITIES, INSURANCE, TRANSPORTATION, AND PAY FOR ALL REQUIRED TAXES, PERMITS, AND SERVICES REQUIRED TO COMPLETE THE ENTIRE SCOPE OF WORK, WHETHER TEMPORARY OR PERMANENT. ALL MATERIALS EXCEPT TEMPORARY FORMS ARE TO BE NEW, UNUSED AND OF THE SPECIFIED QUALITY. THE GC SHALL MAINTAIN THE PROJECT SITE IN A CLEAN AND ORDERLY FASHION. TOOLS AND EQUIPMENT SHALL BE SECURED, AND ALL DEBRIS SHALL BE REMOVED DAILY. THE GC SHALL MAINTAIN A VISITORS LOG. ALL VISITORS SHALL BE REQUIRED TO SIGN SUCH LOG. DATES AND TIMES OF ENTERING AND EXITING THE SITE FOR ALL VISITORS SHALL BE NOTED. GC TO SECURE PROJECT SITE FROM UNAUTHORIZED ENTRY AT ALL TIMES. COORDINATE LOCATION OF BARRICADES OR TEMPORARY FENCING WITH THE DOCUMENTS AND OWNER. THE GC SHALL PHOTOGRAPH THE PROJECT SITE AND EXISTING CONDITIONS PRIOR TO THE BEGINNING OF THE WORK. PHOTOGRAPHS SHALL BE TAKEN OF THE PROGRESS OF THE WORK AT INTERVALS NO GREATER THAN 7 CALENDAR DAYS. PHOTOGRAPHS SHALL BE IN COLOR AND IDENTIFIED BY DATE AND TIME OF DAY. MAINTAIN DIGITAL PHOTOGRAPHS FILE ON SITE. DELIVER COMPLETED FILE TO THE ARCHITECT UPON RECEIPT OF USE AND OCCUPANCY PERMIT. THE GC SHALL MAINTAIN AN ON-SITE STAGING AREA AND SHALL KEEP THE AGENCY APPROVED CONSTRUCTION DOCUMENTS, ALL LICENSING INFORMATION, VISITORS LOG, PHOTOGRAPH FILE, AND AT LEAST ONE SET OF REPRODUCIBLE RECORD SET TO THE ARCHITECT UPON COMPLETION OF THE WORK, AND PROVIDE PROFESSIONAL CLEANING SERVICE TO CLEAN THE PROJECT SITE, INTERIOR AND EXTERIOR, FOR FINAL OCCUPANCY.

3. GRAPHICS: EXISTING CONSTRUCTION (PARTITIONS, DOORS, PLUMBING FIXTURES, CASEWORK, EQUIPMENT, ETC.) IS INDICATED ON THE FLOOR PLANS, WITH LINES IN A LIGHTER SHADE (SCREENED). EXISTING WALLS TO REMAIN ARE POCHED. NEW CONSTRUCTION IS INDICATED BY FULL INTENSITY (SOLID) LINES. ITEMS TO BE DEMOLISHED ARE INDICATED IN LIGHT FINELY DASHED LINES.

4. INTERPRETATION: THE ARCHITECT IS SOLELY RESPONSIBLE FOR THE DESIGN INTERPRETATION OF THE CONSTRUCTION DOCUMENTS.

5. DOCUMENT DISCREPANCIES: WHENEVER THERE ARE DISCREPANCIES IN THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL BASE HIS BID UPON THE BETTER QUALITY OR GREATER QUANTITY OF THE MATERIAL OR WORK DESCRIBED.

6. DRAWING SCALE: THE CONTRACTOR SHALL NOT SCALE DRAWINGS.

7. FIELD CONDITIONS: THE CONTRACTOR SHALL TAKE FIELD MEASUREMENTS AND VERIFY FIELD CONDITIONS AND SHALL CAREFULLY COMPARE SUCH FIELD MEASUREMENTS, CONDITIONS, AND OTHER INFORMATION KNOWN TO THE CONTRACTOR WITH THE CONTRACT DOCUMENTS BEFORE COMMENCING ACTIVITIES. ERRORS, INCONSISTENCIES, OR OMISSIONS DISCOVERED SHALL BE REPORTED TO THE ARCHITECT AT ONCE. NO ALLOWANCE WILL BE MADE ON BEHALF OF THE CONTRACTOR OR SUBCONTRACTORS FOR FAILURE TO VISIT THE SITE.

8. CONSTRUCTION MEANS…PROCEDURES: THE GENERAL CONTRACTOR SHALL SUPERVISE AND DIRECT THE WORK, USING THE CONTRACTOR'S BEST SKILL AND ATTENTION. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR AND HAVE CONTROL OVER CONSTRUCTION MEANS, METHODS, TECHNIQUES, SEQUENCES AND PROCEDURES AND FOR COORDINATING ALL PORTIONS OF WORK UNDER THE CONTRACT, UNLESS CONTRACT DOCUMENTS GIVE OTHER SPECIFIC INSTRUCTIONS CONCERNING THESE MATTERS. ANY WORK THAT MUST BE REMOVED OR RELOCATED DUE TO LACK OF COORDINATION OF THE TRADES IS SOLELY THE CONTRACTOR'S RESPONSIBILITY. THE CONTRACTOR SHALL MAINTAIN A SECURE SITE THROUGHOUT THE CONSTRUCTION PROCESS.

9. BUILDING SYSTEMS: THE GC SHALL COORDINATE THE LOCATION AND INSTALLATION OF ALL BUILDING SYSTEMS AND EQUIPMENT. THE GC SHALL COORDINATE ALL BUILDING TRADES TO ASSURE ALL REQUIRED CLEARANCES FOR OPERATION AND MAINTENANCE OF ALL EQUIPMENT AND SYSTEMS AS REQUIRED BY CODE, THESE DOCUMENTS, OR MANUFACTURER'S RECOMMENDATIONS ARE MET OR EXCEEDED. LACK OF SPECIFIC DETAILS SHALL NOT BE AN EXCUSE FOR IMPROPER INSTALLATION OF ANY MATERIAL, DEVICE OR SYSTEM. WHERE DETAILS ARE NOT PROVIDED, THE GC SHALL REFER TO THE PRINTED MANUFACTURERS RECOMMENDATIONS FOR INSTALLATION GUIDELINES. ALL INSTALLED SYSTEMS AND DEVICES ARE TO OPERATE QUIETLY AND WITHOUT EXCESSIVE VIBRATION. THIS INCLUDES BUT IS NOT LIMITED TO THE FOLLOWING SYSTEMS: MECHANICAL, ELECTRICAL, LIGHTING, PLUMBING, AND TELEPHONE EQUIPMENT.

10. CLEARANCES: THE CONTRACTOR SHALL COORDINATE WITH ALL BUILDING TRADES INVOLVED IN THE PROJECT FOR PREPARATION OF COMPOSITE SHOP DRAWINGS FOR EACH FLOOR TO INSURE PROPER CLEARANCES FOR FIXTURES, DUCTS, CEILINGS, ETC., WHILE MAINTAINING THE SPECIFIED CEILING HEIGHTS NOTED ON THE DRAWINGS. CLARIFY ANY CONFLICTS WITH ARCHITECT.

11. LOCATIONS: ELECTRICAL PANELS, TELEPHONE EQUIPMENT, FIRE EXTINGUISHERS, FIRE PULLS, LIGHTS/HORNS, SMOKE DETECTORS, THERMOSTATS, ETC., SHALL BE LOCATED IN ACCORDANCE WITH REQUIREMENTS OF GOVERNING AGENCIES. ANY LOCATION NOT SPECIFICALLY SHOWN SHALL BE VERIFIED WITH ARCHITECT PRIOR TO ROUGH-OUT AND INSTALLATION. UNLESS OTHERWISE NOTED, THE ABOVE PANELS AND/OR EQUIPMENT SHALL BE FULLY RECESSED AND SHALL MAINTAIN THE INTEGRITY OF WALL FIRE RATING REQUIREMENTS.

12. GOVERNING AGENCIES: THE GC AND ALL OF THEIR FORCES SHALL COMPLY WITH ALL REGULATIONS BY ANY GOVERNING AGENCY WITH JURISDICTION OVER THE PROJECT OR PROJECT SITE.

13. PERMIT/INSPECTIONS: UNLESS OTHERWISE PROVIDED IN THE CONTRACT DOCUMENTS, THE CONTRACTOR SHALL SECURE AND PAY FOR THE BUILDING PERMIT AND OTHER PERMITS AND GOVERNMENTAL FEES, LICENSES AND INSPECTIONS NECESSARY FOR PROPER EXECUTION AND COMPLETION OF WORK. THE CONTRACTOR SHALL COMPLY WITH AND GIVE NOTICES REQUIRED BY LAWS, ORDINANCES, RULES, REGULATIONS, AND LAWFUL ORDERS OF PUBLIC AUTHORITIES BEARING ON PERFORMANCE OF THE WORK. UPON COMPLETION OF THE WORK, THE CONTRACTOR SHALL OBTAIN AN OCCUPANCY PERMIT AS REQUIRED FROM THE GOVERNING CODES. SUBMIT ONE COPY OF THE PERMIT TO THE OWNER WITH FINAL APPLICATION OF PAYMENT.

14. LIFE SAFETY TESTING: THE GC SHALL PROVIDE THE OWNER AND THE LOCAL FIRE DEPARTMENT WRITTEN NOTICE NINETY-SIX (96 HOURS) IN ADVANCE OF ANY LIFE SAFETY SYSTEM SHUT DOWN OR TESTING. THE GC SHALL TELEPHONE THE FIRE DEPARTMENT IMMEDIATELY PRIOR TO SUCH TESTING OR SHUT DOWN TO INFORM THEM OF THE EXACT TIME OF THE ANTICIPATED ALARM CONDITION. THE GC SHALL NOTIFY THE FIRE DEPARTMENT IMMEDIATELY UPON COMPLETION OF THE TEST OR SHUT DOWN TO RE-ESTABLISH EMERGENCY RESPONSE TO ALARM CONDITIONS.

1. DOORS: UNDERCUTTING OF DOORS SHALL BE DONE IN ACCORDANCE WITH NFPA 80 (CURRENT ISSUE) TABLE 1-1.1.4.

2. BLOCKING: PROVIDE METAL STUD BLOCKING IN PARTITIONS BEHIND ALL WALL-HUNG OR WALL MOUNTED EQUIPMENT, MILLWORK, SHELVING OR OTHER DEVICES.

3. TOXIC MATERIAL: IN THE EVENT THE CONTRACTOR ENCOUNTERS ON THE SITE MATERIAL REASONABLY BELIEVED TO BE ASBESTOS, POLYCHLORINATED BIPHENYL (PCB) OR OTHER TOXIC MATERIAL, WHICH HAS NOT BEEN RENDERED HARMLESS, THE CONTRACTOR SHALL IMMEDIATELY STOP WORK IN THE AREA AFFECTED, SEAL OFF THE PERIMETER, AND REPORT THE CONDITION TO THE OWNER AND ARCHITECT IN WRITING. NO NEW BUILDING MATERIAL SHALL CONTAIN ASBESTOS, POLYCHLORINATED BIPHENYL (PCB) OR OTHER TOXIC MATERIAL AS DEFINED BY STATE AND FEDERAL REGULATORY AGENCIES.
PARTITIONS: PARTITIONS EXTENDING TO THE STRUCTURE ABOVE SHALL BE TIGHTLY SEALED. THE INTEGRITY OF RATED ASSEMBLIES AND SMOKE BARRIERS SHALL BE MAINTAINED AT CORNERS AND INTERSECTIONS OF LOWER PRIORITY PARTITIONS. ALL HORIZONTAL AND VERTICAL FIRE AND/OR SMOKE BARRIERS, INCLUDING ALL FLOOR STRUCTURES, SHALL BE CONTINUOUS FROM OUTSIDE WALL TO OUTSIDE WALL, FROM ONE BARRIER TO ANOTHER, OR COMBINATION THEREOF. BARRIERS MUST BE CONTINUOUS THROUGH CONCEALED SPACES AND INTERSTITIAL SPACES. SEAL COMPLETELY ALL OPENINGS WITH UL (OR OTHER TESTING AGENCY) APPROVED ASSEMBLIES WHERE FIRE BARRIERS ARE PENETRATED OR ABUT OTHER FIRE BARRIERS, EXTERIOR WALLS, AND FLOORS ABOVE AND BELOW BARRIER. ALL FIRE BARRIERS ARE TO BE CONSTRUCTED ACCORDING TO THE TESTING LABORATORY SPECIFICATIONS. ALL SMOKE BARRIERS SHALL BE A MINIMUM OF 1-HOUR FIRE RESISTANT CONSTRUCTION. CORRIDOR PARTITIONS, SMOKE STOP PARTITIONS, HORIZONTAL EXIT PARTITIONS, EXIT ENCLOSURES, AND ALL FIRE RATED WALLS SHALL BE PERMANENTLY IDENTIFIED WITH STENCILING. SUCH IDENTIFICATION SHALL BE ABOVE ANY DECORATIVE CEILING AND IN CONCEALED SPACES. STENCILING TO BE IN RED LETTERS, NO LESS THAN 4" TALL WITH A RED BAND EXTENDING THE LENGTH OF THE PARTITION. STENCILED IDENTIFICATION TO READ "(X) HOUR RATED FIRE AND/OR SMOKE BARRIER, PROTECT ALL OPENINGS". STENCILED IDENTIFICATION TO BE POSITIONED TO BE READILY VISIBLE FROM BOTH SIDES OF THE BARRIER AND SUCH THAT FROM ANY ACCESS POINT AT LEAST ONE IDENTIFICATION MARKER MAY BE READ.

4. PENETRATIONS: PENETRATIONS OF PIPES, TUBES, CONDUIT, WIRES, CABLES, DUCTS, VENTS, CABINETS, LIGHTING, AND OTHER FIXTURES THROUGH FIRE RATED ASSEMBLIES SHALL BE INSTALLED AND PROTECTED TO MAINTAIN FIRE RATING.

5. PROTECTION OF FLOOR SURFACES: CONTRACTOR SHALL PROVIDE ADEQUATE PROTECTION FOR ALL FINISHED FLOOR SURFACES, EXISTING OR NEW INCLUDING BUT NOT LIMITED TO, CERAMIC TILE, VINYL TILE, CONCRETE, ETC., THROUGHOUT THE CONSTRUCTION PERIOD.

6. COMMUNICATION EQUIPMENT: THE GC SHALL COORDINATE THE WORK THEY ARE RESPONSIBLE FOR WITH THE OWNER'S COMMUNICATION SERVICE PROVIDERS. COORDINATE THE LOCATION OF ALL SYSTEM CONTROLS WITH THE ELECTRICAL SYSTEM INSTALLER, THE OWNER, AND THE ARCHITECT PRIOR TO INSTALLATION. OWNER'S COMMUNICATION PROVIDER TO ASSURE THAT JUXTAPOSING OF ELECTRICAL AND DATA LINES WILL NOT RESULT IN INTERFERENCE, STATIC, OR IN ANY OTHER WAY DISRUPT THE NORMAL FUNCTION OF THE DATA/COMMUNICATION SYSTEM(S).

7. SUBSTRATE PREPARATIONS: ALL SUBSURFACES SHALL BE PROPERLY PREPARED BEFORE APPLICATION OF FINISHES. CONTRACTOR SHALL ASSUME RESPONSIBILITY FOR SUBSTRATE CONDITIONS WHERE FINISHES ARE APPLIED.

8. DIMENSION STANDARDS: DIMENSIONS ARE NOT ADJUSTABLE UNLESS NOTED WITH A +/- SYMBOL. ONLY NORMAL INDUSTRY STANDARD TOLERANCES ARE ACCEPTABLE DEVIATIONS FROM DIMENSIONS INDICATED. DO NOT SCALE DRAWINGS. ALL DIMENSIONS NOTED AS "CLEAR" SHALL MAINTAIN THE FULL SPACE INDICATED WITHOUT ENCROACHMENTS. ALL VERTICAL HEIGHTS INDICATED ARE FROM THE FINISH FLOOR ELEVATION AT THE BASE OF THE ITEM INDICATED, UNLESS NOTED OTHERWISE. WHERE WALLS, JAMBS, OR OTHER ITEMS ARE NOTED TO "ALIGN", THE FACE OF ITEMS INDICATED SHALL BE IN LINE WITH EACH OTHER TO FORM A STRAIGHT LINE, FREE OF OFFSETS OR DEVIATIONS. FIELD VERIFY ALL DIMENSIONS. UNLESS NOTED OTHERWISE, DIMENSIONS ARE ACTUAL, NOT NOMINAL, AS FOLLOWS:
COLUMNS - FROM CENTER LINE TO CENTERLINE
INTERIOR PARTITIONS - FROM STUD FACE TO STUD FACE
CONCRETE/MASONRY - FROM FINISH FACE TO FINISH FACE
EXTERIOR WALLS - FROM EXTERIOR FACE TO INTERIOR FINISH FACE OF WALL

CONTRACTOR NOTES

1. IT IS THE CONTRACTOR'S RESPONSIBILITY TO HAVE ALL UNDERGROUND UTILITIES LOCATED AND MARKED PRIOR TO CONSTRUCTION.

2. CONTRACTOR IS RESPONSIBLE FOR DAMAGE TO ALL UTILITIES, VEGETATION, AND EXISTING CONDITIONS WITHIN THE PROJECT LIMITS DURING CONSTRUCTION.

3. CONTRACTOR TO LAY OUT ALL NEW IMPROVEMENTS AND RECEIVE APPROVAL PRIOR TO CONSTRUCTION.

4. CONTRACTOR TO OBTAIN ALL PERMITS REQUIRED FOR CONSTRUCTION.

DEFINITIONS AND TERMINOLOGY

"TYPICAL": UNLESS NOTED OTHERWISE, MEANS IDENTICAL FOR ALL CONDITIONS WHICH MATCH ORIGINAL CONDITION INDICATED.

"SIMILAR": MEANS COMPARABLE CHARACTERISTICS FOR THE CONDITIONS NOTED. VERIFY DIMENSIONS AND ORIENTATION OF CONDITIONS, WHICH VARY FROM TYPICAL OR SIMILAR CONDITION INDICATED.

"OPPOSITE HAND": MEANS CONDITION IS MIRROR IMAGE OF DETAIL REFERENCED.

"ALIGN": MEANS ALIGNMENT OF SIMILAR COMPONENTS OF CONSTRUCTION (WALLS, JAMBS, ETC.), WHICH ARE ADJACENT OR THE COMPONENTS SHALL BE IN LINE WITH EACH OTHER ACROSS VOIDS. DIMENSIONS ARE NOT ADJUSTABLE UNLESS NOTED WITH PLUS/MINUS TOLERANCE.

"OFOI": MEANS "OWNER FURNISHED, OWNER INSTALLED"

"UNO": MEANS "UNLESS NOTED OTHERWISE"

"OFCI": MEANS "OWNER FURNISHED, CONTRACTOR INSTALLED"

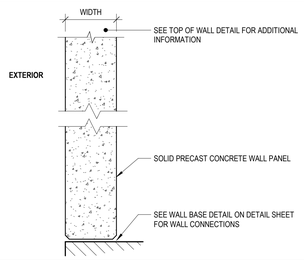
REFERENCES: ALL REFERENCES TO CONTRACTOR SHALL REFER TO GENERAL CONTRACTOR AND/OR SUB CONTRACTOR. ALL REFERENCES TO THE OWNER SHALL MEAN THE OWNER OR THE OWNER'S AGENT.

BUILDING ENVELOPE REQUIREMENTS

WISCONSIN 2009 IECC TABLE 502.2(1) (CLIMATE ZONE 6)

ASSEMBLY	MINIMUM REQUIRED R-VALUE
ROOF	R-13 + R-19 WITH R-3.5 THERMAL BLOCKS
WALLS ABOVE GRADE	R-13 + R-5.6 CONTINUOUS INSULATION
WALLS BELOW GRADE	R-7.5 CONTINUOUS INSULATION
SLAB-ON-GRADE FLOOR	R-10 FOR 24" INTO SPACE, CONTINUOUS AT PERIMETER
DOORS: SWINGING	U 0.70 OR R-1.4
DOORS: ROLL-UP OR SLIDING	U 0.50 OR R-2

PRECAST CONCRETE PANEL: PARTIAL HEIGHT



PARTITION #	DESCRIPTION	WIDTH	REF TEST OR PRESCRIPTIVE #	STC
P8C	8" PRECAST CONCRETE PANEL	8"		
P10C	10" PRECAST CONCRETE PANEL	10"		
P12C	12" PRECAST CONCRETE PANEL	12"		

GRÄEF

275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500

www.graef-usa.com

CLIENT:

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:

bernerssch■ber

310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	RMG
CHECKED BY:	CWH
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

GENERAL INFORMATION

SHEET NUMBER:

A-001

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_A25.rvt
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REFLECTED CEILING PLAN SYBMOLS KEY

- 2'x2' CEILING GRID WITH ACOUSTICAL TILE
- 2'x4' CEILING GRID WITH ACOUSTICAL TILE
- 2'x2' CEILING GRID WITH VINYL FACE GYPSUM BOARD TILE
- 2'x4' CEILING GRID WITH VINYL FACE GYPSUM BOARD TILE
- GYPSUM BOARD CEILING
- MOISTURE RESISTANT GYPSUM BOARD CEILING (MR)
- GYPSUM BOARD SOFFIT/HEADER WITH HEIGHT (9'-0")
- 2'x4' LAY-IN LIGHT FIXTURE
- TYPICAL - SHADED FIXTURE REPRESENTS EMERGENCY OR NIGHT LIGHTING CIRCUIT
- 1'x4' LAY-IN LIGHT FIXTURE
- 2'x2' LAY-IN LIGHT FIXTURE
- 2'x4' SURFACE MOUNTED LIGHT FIXTURE
- 1'x4' SURFACE MOUNTED LIGHT FIXTURE
- 2'x2' SURFACE MOUNTED LIGHT FIXTURE
- WALL MOUNTED EXIT SIGN - SHADING REPRESENTS FACE OF SIGNAGE - ARROW INDICATES DIRECTION TO EXIT
- CEILING MOUNTED EXIT SIGN - SHADING REPRESENTS FACE OF SIGNAGE - ARROW INDICATES DIRECTION TO EXIT
- HVAC SUPPLY AIR GRILLE
- HVAC RETURN AIR GRILLE
- HVAC TRANSFER AIR GRILLE
- HVAC EXHAUST AIR GRILLE
- HVAC LINEAR SLOT DIFFUSER
- RECESSED DOWN LIGHT FIXTURE
- SURFACE MOUNTED TRACK LIGHTING
- CEILING ACCESS PANEL
- SP SPEAKER
- SPRINKLER HEAD

NOTE:
- SEE ELECTRICAL DRAWINGS FOR SPECIFIC LIGHT FIXTURE INFORMATION AND CIRCUITING.
- SEE MECHANICAL DRAWINGS FOR LOUVER AND GRILLE SIZES.

SYMBOL LEGEND

LINE
- BEYOND
- BATT INSULATION
- CENTER, GRID
- DEMOLITION
- EXISTING (HALFTONE)
- HIDDEN
- MATCHLINE
- NEW (CUT)
- NEW (PROJECTION)
- OVERHEAD

MATERIAL
- ALUMINUM
- BRICK
- CONCRETE
- CONCRETE MASONRY UNIT
- EARTH
- GRAVEL
- GYPSUM BOARD, MORTAR, GROUT, BLOWN INSULATION
- WOOD
- STEEL
- RIGID INSULATION, SPRAY APPLIED FOAM
- ACOUSTIC TILE (SECTION CUT)
- ACOUSTIC TILE (SECTION CUT)

REFERENCE
- N NORTH INDICATOR
- A3 / A-501 DETAIL VIEW INDICATOR
- A1 / D1 B1 / C1 / A-301 ELEVATION VIEW INDICATOR
- 1 / A-002 SECTION VIEW INDICATOR
- 1/A-002 VIEW INDICATOR
- 1 GRID INDICATOR
- 1 EXISTING GRID INDICATOR
- BREAK LINE
- SPAN DIRECTION INDICATOR
- OPENING (FLOOR, ROOF OR WALL)
- TOC 100'-0" ELEVATION INDICATOR
- KEYED NOTE INDICATOR (DEMOLITION WORK)
- 1 KEYED NOTE INDICATOR (NEW OR PROPOSED WORK)
- GF3A WALL TYPE INDICATOR
- REVISION CLOUD
- 1 REVISION INDICATOR

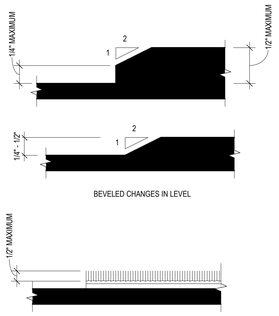
VIEW LOCATION LEGEND

D1	D2	D3	D4	D5	D6
C1	C2	C3	C4	C5	C6
B1	B2	B3	B4	B5	B6
A1	A2	A3	A4	A5	A6

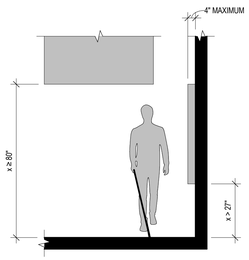
LIST OF SHEETS

A-001	GENERAL INFORMATION
A-002	GENERAL INFORMATION
A-101	LEVEL 1 OVERALL PLAN
A-102	LEVEL 2 OVERALL PLAN
A-103	LEVEL 3 OVERALL PLAN
A-201	ELEVATIONS
A-202	ELEVATIONS
A-203	PRECAST PANEL ELEVATIONS AND WALL SECTIONS
A-204	PRECAST PANEL ELEVATIONS AND WALL SECTIONS
A-205	PRECAST PANEL ELEVATIONS AND WALL SECTIONS
A-206	PRECAST PANEL ELEVATIONS AND WALL SECTIONS
A-301	BUILDING SECTIONS
A-302	BUILDING SECTIONS
A-401	ENLARGED STAIR 1 PLANS
A-402	ENLARGED STAIR 1 SECTIONS
A-403	ENLARGED STAIR 2 PLANS AND SECTIONS
A-404	ENLARGED PLANS AND SECTIONS
A-501	SECTIONS AND DETAILS
A-601	SCHEDULES & DOOR, WINDOW, AND FRAME TYPES

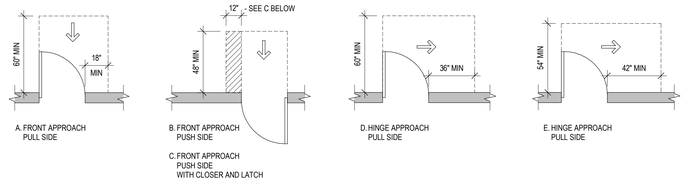
ADA FLOOR TRANSITIONS

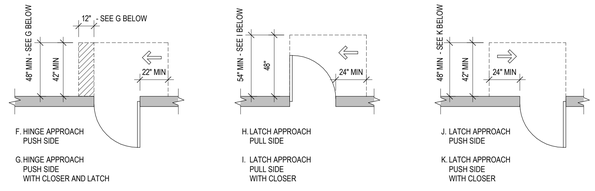


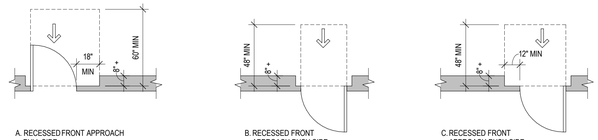
LIMITS OF PROTRUDING OBJECTS

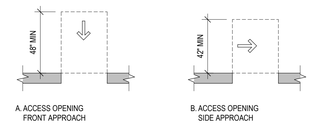


TYPICAL ADA MANEUVERING CLEARANCES AT DOORS AND DOORWAYS









ABBREVIATIONS

A/V	AUDIO VISUAL	LAV	LAVATORY
AC	ACOUSTIC	LB	POUND
ACT	ACOUSTICAL TILE CEILING	LF	LINEAR FEET
ACU	AIR CONDITIONING UNIT	LLH	LONG LEG HORIZONTAL
ADJ	ADJUSTABLE	LLV	LONG LEG VERTICAL
AFF	ABOVE FINISHED FLOOR	LVR	LOUVER
AFG	ABOVE FINISHED GRADE		
AHU	AIR HANDLING UNIT	MAU	MAKEUP AIR UNIT
ALUM	ALUMINUM	MAX	MAXIMUM
APPROX	APPROXIMATE	MECH	MECHANICAL
ARCH	ARCHITECTURAL	MEP	MECHANICAL, ELECTRICAL, AND PIPING
BLDG	BUILDING	MEZZ	MEZZANINE
BO	BOTTOM OF	MFR	MANUFACTURER
BOE	BOTTOM OF EXISTING	MIN	MINIMUM
BRG	BEARING	MISC	MISCELLANEOUS
		MP	METAL PANEL
CAB	CABINET	MTL	METAL
CJ	CONTROL JOINT	MW	MICROWAVE
CL	CENTERLINE		
CLG	CEILING	N/A	NOT APPLICABLE
CMU	CONCRETE MASONRY UNIT	NIC	NOT IN CONTRACT
CO	CLEAN OUT	NP	NAPKIN DISPOSAL
COL	COLUMN	NTS	NOT TO SCALE
CONC	CONCRETE		
CONTR	CONTRACTOR	OC	ON CENTER
CPT	CARPET		
CT	CERAMIC TILE	PC	PRECAST
CTR	CENTER	PF	PREFINISHED
CTRL	CONTROL	PLBG	PLUMBING
CU FT	CUBIC FOOT	PSF	POUNDS PER SQUARE FOOT
CU IN	CUBIC INCH	PSI	POUNDS PER SQUARE INCH
CU YD	CUBIC YARD	PT	PAINT
		PVC	POLYVINYL CHLORIDE
DEG	DEGREES		
DBL	DOUBLE	QTY	QUANTITY
DEMO	DEMOLISH/DEMOLITION		
DET	DETAIL	RAD	RADIUS
DIA	DIAMETER	RCP	REFLECTED CEILING PLAN
DIM	DIMENSION	RD	ROOF DRAIN
DF	DRINKING FOUNTAIN	REF	REFRIGERATOR
DN	DOWN	REQD.	REQUIRED
DS	DOWNSPOUT	REV	REVISION
DW	DISHWASHER	RTU	ROOF TOP UNIT
DWG	DRAWING		
		SAN	SANITARY
EA	EACH	S&V	STAIN AND VARNISH
EL	ELEVATION	SCHD	SCHEDULE
ELEC	ELECTRICAL	SD	SOAP DISPENSER
ELEV	ELEVATOR	SF	SQUARE FOOT
EJ	EXPANSION JOINT	SIM	SIMILAR
ENGR	ENGINEER	SPEC	SPECIFICATION
EOD	EDGE OF DECK	SQ IN	SQUARE INCH
EOS	EDGE OF SLAB	SQ FT	SQUARE FOOT
EPX	EPOXY	SQ YD	SQUARE YARD
EQ	EQUAL	SS	STAINLESS STEEL
EQUIP	EQUIPMENT	STD	STANDARD
ES	EXPOSED STRUCTURE	STL	STEEL
ETR	EXISTING TO REMAIN	STRUC	STRUCTURAL
EWH	ELECTRICAL WATER HEATER	SUSP	SUSPENDED
EX	EXISTING	STM	STORMWATER
FD	FLOOR DRAIN	TD	TOWEL DISPENSER
FE	FIRE EXTINGUISHER	TO	TOP OF
FEC	FIRE EXTINGUISHER CABINET	TOC	TOP OF CONCRETE
FLR	FLOOR	TOE	TOP OF EXISTING
FT	FEET	TOF	TOP OF FOUNDATION
		TOS	TOP OF STEEL
GA	GAUGE	TOW	TOP OF WALL
GAL	GALLON	TP	TOILET PAPER
GALV	GALVANIZED	TYP	TYPICAL
GB	GYPSUM BOARD		
GC	GENERAL CONTRACTOR	UNO	UNLESS NOTED OTHERWISE
GL	GLASS		
GWB	GYPSUM WALLBOARD	V	VARNISH
		VIF	VERIFY IN FIELD
HM	HOLLOW METAL	VB	VINYL BASE
HP	HORSEPOWER	VCT	VINYL COMPOSITE TILE
HR	HOUR	VFGT	VINYL FACED GYPSUM TILE
HVAC	HEATING, VENTILATING, AND AIR CONDITIONING	W/	WITH
		W/O	WITHOUT
IE	INVERT ELEVATION	WC	WATER CLOSET
ILO	IN LIEU OF	WD	WOOD
IN	INCHES	WND	WINDOW
INSUL	INSULATION	WR	WASTE RECEPTACLE
IT	INFORMATION TECHNOLOGY	WS	WORKSTATION
		WTR	WATER

OPEN AIR CALCULATIONS

NORTH ELEVATION

LEVEL-01 (TIER 1) PERIMETER AREA
OPEN AREA EQUALS = 630 SF
TOTAL FACADE AREA = 2,760 SF
MINIMUM TIER OPEN AIR AREA REQUIRED = 20% OPEN AIR AREA
LEVEL-01 AREA CALCULATION = (630 SF / 2,760 SF) X 100
LEVEL-01 OPEN AREA PERCENTAGE = 22.83%

LEVEL-01 (TIER 1) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 103'-4"
TOTAL FACADE LENGTH = 239'-8"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (103'-4" / 239'-8") X 100
LEVEL-01 PERIMETER PERCENTAGE = 43.12%

LEVEL-02 (TIER 2)
OPEN AREA EQUALS = 599 SF
TOTAL FACADE AREA = 2,520 SF
MINIMUM TIER OPEN AREA REQUIRED = 20% OPEN AREA
LEVEL-01 AREA CALCULATION = 599 SF / 2,520 SF X 100
LEVEL-01 OPEN AREA PERCENTAGE = 23.77%

LEVEL-02 (TIER 2) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 102'-0"
TOTAL FACADE LENGTH = 239'-8"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (102'-0" / 239'-8") X 100
LEVEL-01 PERIMETER PERCENTAGE = 42.56%

LEVEL-03 (TIER 3)
OPEN ROOF

EAST ELEVATION

LEVEL-01 (TIER 1) PERIMETER AREA
OPEN AREA EQUALS = 363 SF
TOTAL FACADE AREA = 1,161 SF
MINIMUM TIER OPEN AIR AREA REQUIRED = 20% OPEN AIR AREA
LEVEL-01 AREA CALCULATION = (363 SF / 1,161 SF) X 100
LEVEL-01 OPEN AREA PERCENTAGE = 31.27%

LEVEL-01 (TIER 1) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 48'-0"
TOTAL FACADE LENGTH = 100'-2"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (48'-0" / 100'-2") X 100
LEVEL-01 PERIMETER PERCENTAGE = 47.99%

LEVEL-02 (TIER 2)
OPEN AREA EQUALS = 402 SF
TOTAL FACADE AREA = 1,023 SF
MINIMUM TIER OPEN AREA REQUIRED = 20% OPEN AREA
LEVEL-01 AREA CALCULATION = 402 SF / 1,074 SF X 100
LEVEL-01 OPEN AREA PERCENTAGE = 37.43%

LEVEL-02 (TIER 2) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 48'-0"
TOTAL FACADE LENGTH = 102'-3"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (48'-0" / 102'-3") X 100
LEVEL-01 PERIMETER PERCENTAGE = 47.05%

LEVEL-03 (TIER 3)
OPEN ROOF

SOUTH ELEVATION

LEVEL-01 (TIER 1) PERIMETER AREA
OPEN AREA EQUALS = 712 SF
TOTAL FACADE AREA = 2,243 SF
MINIMUM TIER OPEN AIR AREA REQUIRED = 20% OPEN AIR AREA
LEVEL-01 AREA CALCULATION = (712 SF / 2,243 SF) X 100
LEVEL-01 OPEN AREA PERCENTAGE = 31.74%

LEVEL-01 (TIER 1) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 92'-6"
TOTAL FACADE LENGTH = 195'-0"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (92'-6" / 195'-0") X 100
LEVEL-01 PERIMETER PERCENTAGE = 47.21%

LEVEL-02 (TIER 2)
OPEN AREA EQUALS = 780 SF
TOTAL FACADE AREA = 2,048 SF
MINIMUM TIER OPEN AREA REQUIRED = 20% OPEN AREA
LEVEL-01 AREA CALCULATION = 780 SF / 2,048 SF X 100
LEVEL-01 OPEN AREA PERCENTAGE = 38.09%

LEVEL-02 (TIER 2) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 92'-6"
TOTAL FACADE LENGTH = 195'-0"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (92'-6" / 195'-0") X 100
LEVEL-01 PERIMETER PERCENTAGE = 47.21%

LEVEL-03 (TIER 3)
OPEN ROOF

WEST ELEVATION

LEVEL-01 (TIER 1) PERIMETER AREA
OPEN AREA EQUALS = 483 SF
TOTAL FACADE AREA = 1,156 SF
MINIMUM TIER OPEN AIR AREA REQUIRED = 20% OPEN AIR AREA
LEVEL-01 AREA CALCULATION = (483 SF / 1,156 SF) X 100
LEVEL-01 OPEN AREA PERCENTAGE = 41.78%

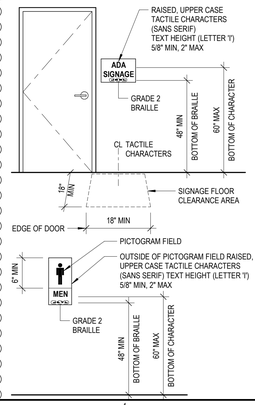
LEVEL-01 (TIER 1) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 58'-4"
TOTAL FACADE LENGTH = 100'-7"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (58'-4" / 100'-7") X 100
LEVEL-01 PERIMETER PERCENTAGE = 58.00%

LEVEL-02 (TIER 2)
OPEN AREA EQUALS = 364SF
TOTAL FACADE AREA = 1,056 SF
MINIMUM TIER OPEN AREA REQUIRED = 20% OPEN AREA
LEVEL-01 AREA CALCULATION = 364 SF / 1,056 SF X 100
LEVEL-01 OPEN AREA PERCENTAGE = 34.47%

LEVEL-02 (TIER 2) PERIMETER LENGTH
LEVEL-01 LENGTH PROVIDED = 48'-0"
TOTAL FACADE LENGTH = 100'-7"
MINIMUM TIER OPEN AIR LENGTH REQUIRED = 40% OF PERIMETER LENGTH
LEVEL-01 PERIMETER CALCULATION = (48'-0" / 100'-7") X 100
LEVEL-01 PERIMETER PERCENTAGE = 47.97%

LEVEL-03 (TIER 3)
OPEN ROOF

ACCESSIBLE TACTILE SIGN LOCATION

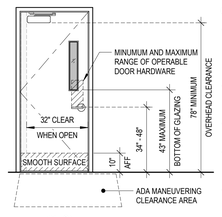


TACTILE SIGNAGE REQUIREMENTS:
- SIGNAGE REQUIRED AT DOORS INCLUDING BUT NOT LIMITED TO:
  - AREA OF REFUGE
  - EXTERIOR AREA FOR ASSISTED RESCUE
  - EXIT STAIRWAY
  - EXIT RAMP
  - EXIT PASSAGE WAY
  - EXIT DISCHARGE
- SIGNAGE REQUIRED AT PERMANENT ROOMS AND SPACES INCLUDING BUT NOT LIMITED TO:
  - TOILET ROOMS
  - VENDING AREAS
  - CONFERENCE ROOMS
  - MECHANICAL ROOMS
- DOOR SIGNAGE LOCATIONS:
  - ON WALL ADJACENT TO LATCH SIDE OF DOOR AS SHOWN IN ELEVATION
  - ON WALL RIGHT OF BOTH ACTIVE DOUBLE DOORS
  - ON INACTIVE LEAF OF DOUBLE DOORS
  - ON PUSH SIDE OF DOORS WITH CLOSERS BUT WITHOUT HOLD-OPEN DEVICES
  - WHERE NO WALL SPACE OCCURS AT LATCH SIDE OF SINGLE DOOR, OR RIGHT SIDE OF BOTH ACTIVE DOUBLE DOORS, LOCATE SIGNAGE AT NEAREST ADJACENT WALL
- COMPLY WITH THE 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN AND ICC/ANSI A117.1 REGARDING REQUIREMENTS FOR:
  - RAISED CHARACTERS
  - STYLE
  - CHARACTER PROPORTIONS AND HEIGHT
  - STROKE THICKNESS
  - SPACING
  - BRAILLE REQUIREMENTS

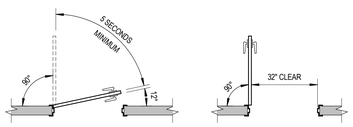
NON-TACTILE SIGNAGE REQUIREMENTS:

(VISUAL CHARACTERS WITHOUT BRAILLE)
- SIGNAGE AT LOCATIONS WHERE TACTILE SIGNAGE IS NOT REQUIRED BY CODE.
- ANY SIGNAGE PROVIDED THAT'S NOT REQUIRED BY CODE, SHALL CONFORM TO THE 2010 ADA STANDARDS FOR ACCESSIBLE DESIGN AND ICC/ANSI A117.1 FOR VISUAL CHARACTERS REQUIREMENTS.
- SIGNAGE SHALL COMPLY WITH THE 2010 ADA AND ICC/ANSI A117.1 FOR:
  - FINISH AND CONTRAST
  - CHARACTER CASE, STYLE, PROPORTIONS, HEIGHT AND SPACING
  - STROKE THICKNESS
  - CHARACTER HEIGHT AND VIEWING DISTANCE

ACCESSIBLE DOOR COMPLIANCE



ELEVATION



PLAN VIEW

COMPLIANCE REQUIREMENTS:
- CLOSER: CLOSING SPEED 5 SECONDS MINIMUM FROM 90° TO 12° (SPRING HINGES: 1.5 SECONDS MINIMUM FROM 70° TO 0°). SEE PLAN VIEW BELOW.
- OPENING FORCE: 5 LBS MAXIMUM (EXCLUDING EXTERIOR HINGED DOORS AND FIRE DOORS).
- VISION LITES: 43" MAXIMUM ACCESSIBLE VIEWING HEIGHT AFF.
- SMOOTH SURFACE: FULL WIDTH OF DOOR ON PUSH SIDE FROM 10" MINIMUM AFF.
- THRESHOLD: 1/2" MAXIMUM HEIGHT.

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CLIENT:
CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:
bernerssch▪ber
310 PINE ST.
GREEN BAY, WI 54301

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:
PROJECT NUMBER: 2025-0025.00
DATE: 08/01/2025
DRAWN BY: RMG
CHECKED BY: CWH
APPROVED BY: CWH
SCALE: AS NOTED

SHEET TITLE:
GENERAL INFORMATION

SHEET NUMBER:
A-002

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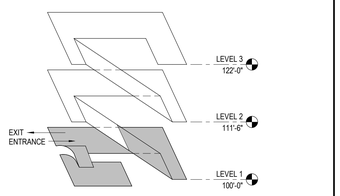
ISOMETRIC KEY PLAN



PARKING SCHEDULE

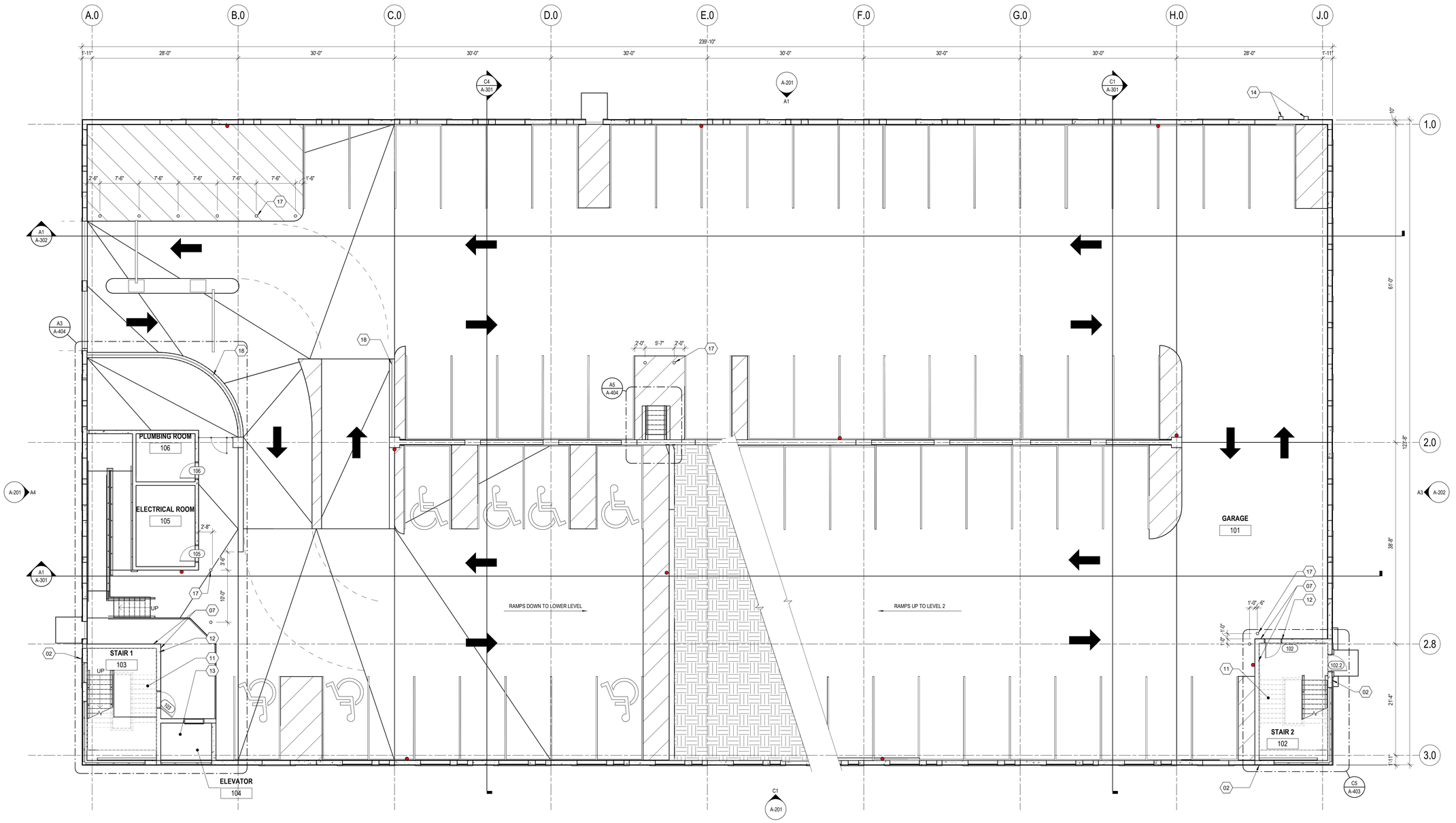
LEVEL	WIDTH	LENGTH	ANGLE	ELEMENT DESIGNATION	COUNT
LEVEL-01					
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD	59
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD ADA	4
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD ADA VAN	2
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD EV CHARGING	5
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD EV CHARGING ADA	1
71					
LEVEL-02					
LEVEL-02	9' - 0"	16' - 0"	90.00°	STANDARD	86
86					
LEVEL-03					
LEVEL-03	9' - 0"	16' - 0"	90.00°	STANDARD	70
70					

GRAND TOTAL: 227

GENERAL SHEET NOTES

SHEET KEYNOTES

02 THIN SET BRICK VENEER, COLOR AND STYLE TO BE SELECTED BY BERNERS SCHOBER ARCHITECTS AND CITY OF DE PERE (CLIENT). PRECASTER TO ASSUME HIGHEST STANDARD OR PROVIDE PRICING OPTIONS FOR CONSIDERATION. EXPOSED MORTAR JOINTS TO BE COLORED CONCRETE TO MATCH BRICK.
07 WHITE CEMENT BLEND, LIGHT GRAY CONCRETE PRECAST, SMOOTH FORMED SURFACE
11 WHITE CEMENT BLEND, LIGHT GRAY CONCRETE PRECAST STAIR, SEMI-SMOOTH FORMED SURFACE
12 HOLLOW METAL DOOR AND FRAME, TYPICAL
13 OTIS GEN 3 EDGE GLASS BACKED ELEVATOR LIFT WITH STANDARD CAB FINISHES
14 8'X8' SNOW CHUTE WITH OPENING ON UPPER LEVEL
17 6" DIAMETER BOLT DOWN BOLLARD WITH PLASTIC SLEEVE, TYPICAL
18 STANDARD OSHA GUARDRAIL,T YPICAL



A1 LEVEL 1 OVERALL PLAN
1/8" = 1'-0"

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PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:
bernersschober

310 PINE ST.
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ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2024
DRAWN BY:	EKS
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:
LEVEL 1 OVERALL PLAN

SHEET NUMBER:
A-101

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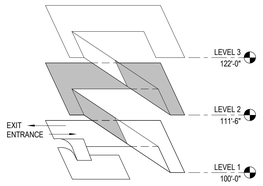
ISOMETRIC KEY PLAN



PARKING SCHEDULE

LEVEL	WIDTH	LENGTH	ANGLE	ELEMENT DESIGNATION	COUNT
LEVEL-01					
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD	59
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD ADA	4
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LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD EV CHARGING ADA	1
71					
LEVEL-02					
LEVEL-02	9' - 0"	16' - 0"	90.00°	STANDARD	86
86					
LEVEL-03					
LEVEL-03	9' - 0"	16' - 0"	90.00°	STANDARD	70
70					

GRAND TOTAL: 227

GENERAL SHEET NOTES

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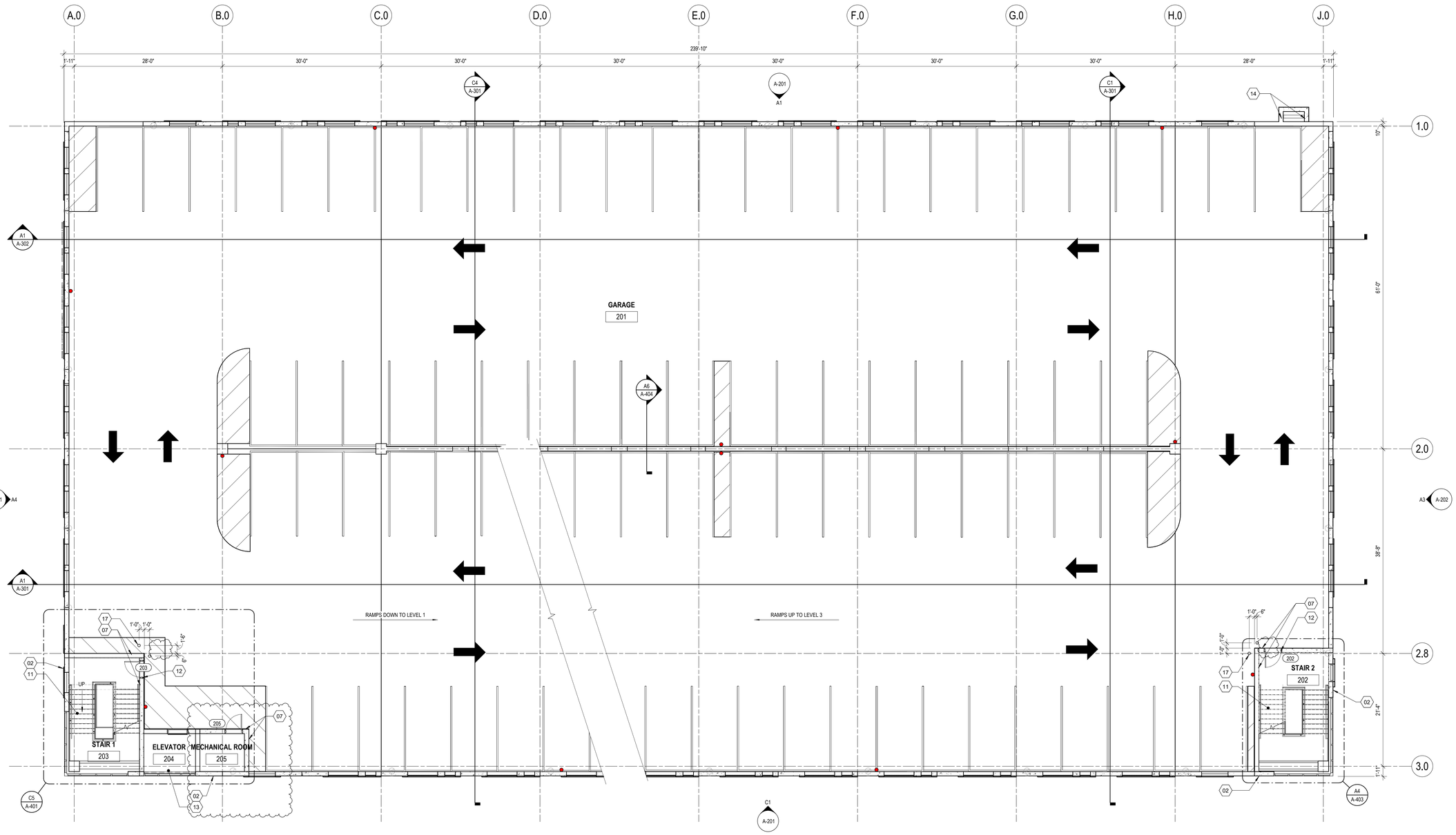
14 8'X8' SNOW CHUTE WITH OPENING ON UPPER LEVEL
17 6" DIAMETER BOLT DOWN BOLLARD WITH PLASTIC SLEEVE, TYPICAL



A1 LEVEL 2 OVERALL PLAN PLAN

1/8" = 1'-0"

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PROJECT TITLE:

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DESIGN ARCHITECT:

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ISSUE:

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PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	EKS
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

LEVEL 2 OVERALL PLAN

SHEET NUMBER:

A-102

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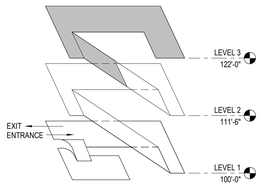
ISOMETRIC KEY PLAN



PARKING SCHEDULE

LEVEL	WIDTH	LENGTH	ANGLE	ELEMENT DESIGNATION	COUNT
LEVEL-01					
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD	59
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD ADA	4
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD ADA VAN	2
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD EV CHARGING	5
LEVEL-01	9' - 0"	16' - 0"	90.00°	STANDARD EV CHARGING ADA	1
71					
LEVEL-02					
LEVEL-02	9' - 0"	16' - 0"	90.00°	STANDARD	86
86					
LEVEL-03					
LEVEL-03	9' - 0"	16' - 0"	90.00°	STANDARD	70
70					

GRAND TOTAL: 227

GENERAL SHEET NOTES

SHEET KEYNOTES

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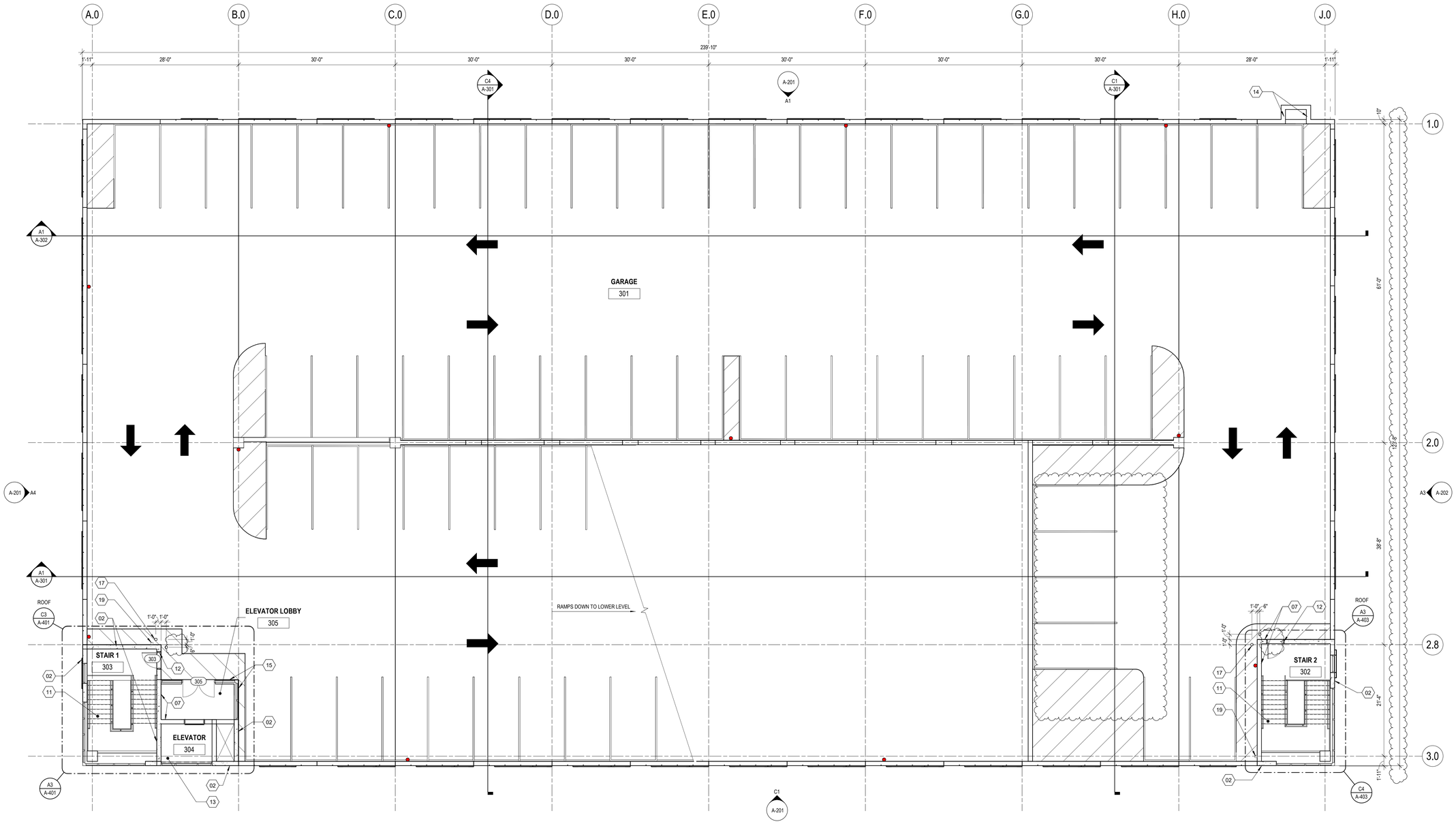
11 WHITE CEMENT BLEND, LIGHT GRAY CONCRETE PRECAST STAIR, SEMI-SMOOTH FORMED SURFACE
12 HOLLOW METAL DOOR AND FRAME, TYPICAL
13 OTIS GEN 3 EDGE GLASS BACKED ELEVATOR LIFT WITH STANDARD CAB FINISHES
14 8'X8' SNOW CHUTE WITH 4'-0" W X 3'-8" HIGH OPENING ON UPPER LEVEL
15 ALUMINUM STOREFRONT WALLS WITH DECORATIVE PRECAST PANEL ABOVE
17 6" DIAMETER BOLT DOWN BOLLARD WITH PLASTIC SLEEVE, TYPICAL
19 PREFINISHED METAL DOWNSPOUT



A1 LEVEL 3 OVERALL PLAN
1/8" = 1'-0"

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DE PERE, WI 54115

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250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

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PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	EKS
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:
LEVEL 3 OVERALL PLAN

SHEET NUMBER:
A-103

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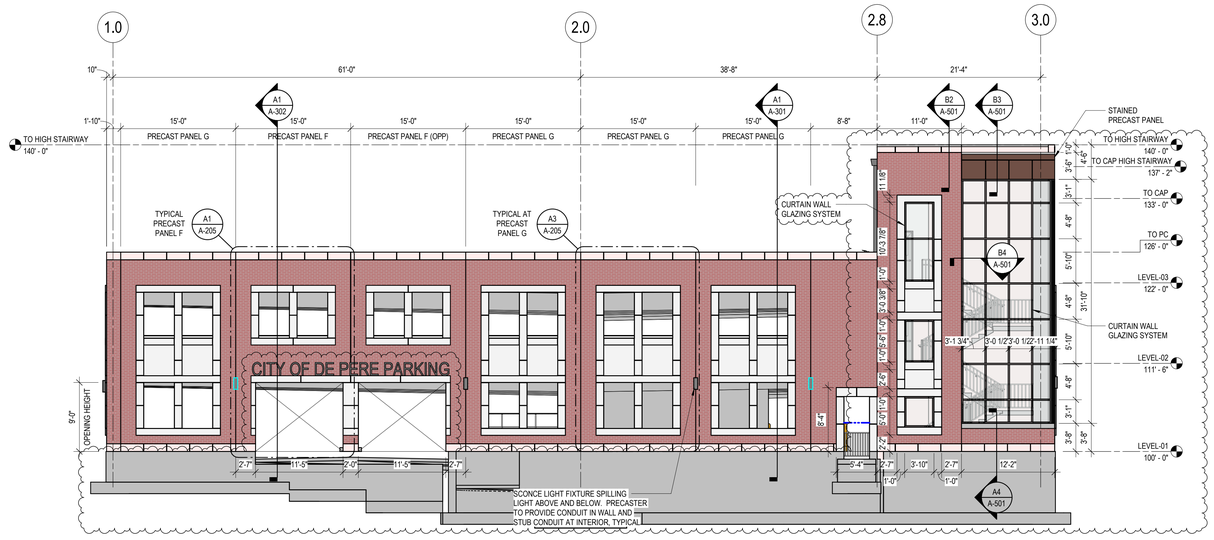
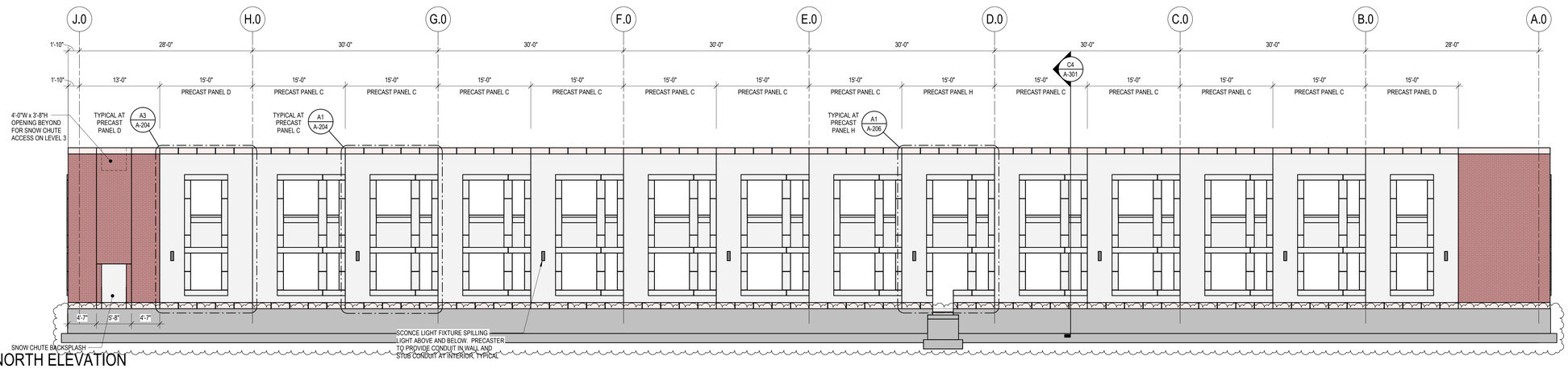
C1 **SOUTH ELEVATION**

1/8" = 1'-0"



A4 **WEST ELEVATION**

1/8" = 1'-0"



A1 **NORTH ELEVATION**

1/8" = 1'-0"

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335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:

bernerssch■ber

310 PINE ST.
GREEN BAY, WI 54301

PRECAST BID PACKAGE

ISSUE:

1	08/01/2025	ADDENDUM 01

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	RMG
CHECKED BY:	CWH
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

ELEVATIONS

SHEET NUMBER:

A-201

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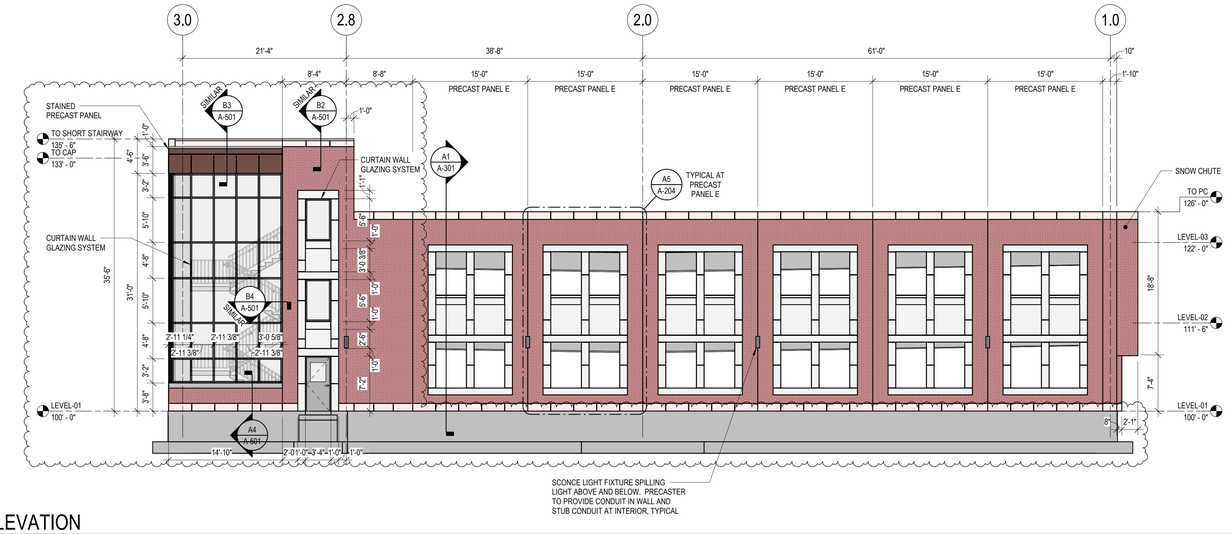

A3 EAST ELEVATION

1/8" = 1'-0"

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335 S. BROADWAY
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PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

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310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	RMG
CHECKED BY:	CWH
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

ELEVATIONS

SHEET NUMBER:

A-202

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_A25.rvt
8/1/2025 4:10:19 PM

SHEET KEYNOTES

01 PRECAST CONCRETE BAND TO CONSIST OF COLORED CONCRETE TO MATCH BRICK. REVEAL LINES PROVIDED AT 3' OC . SMOOTH FORMED SURFACE TEXTURE, PROJECTING 1" BEYOND BRICK.

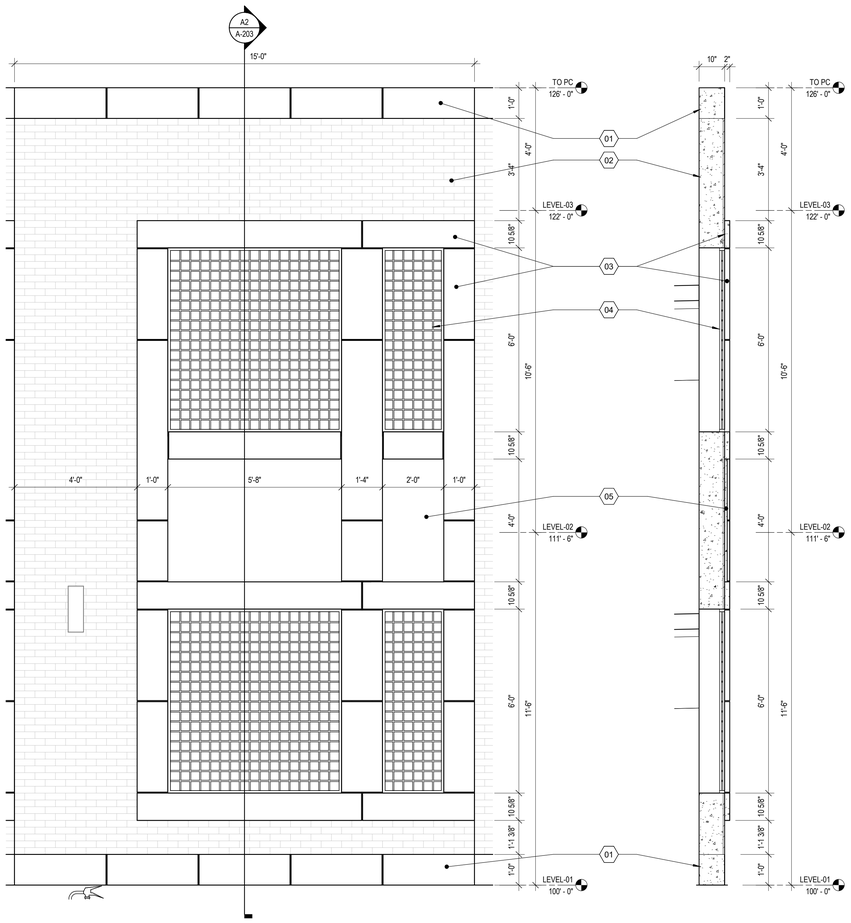
02 THIN SET BRICK VENEER, COLOR AND STYLE TO BE SELECTED BY BERNERS SCHOBER ARCHITECTS AND CITY OF DE PERE (CLIENT). PRECASTER TO ASSUME HIGHEST STANDARD OR PROVIDE PRICING OPTIONS FOR CONSIDERATION. EXPOSED MORTAR JOINTS TO BE COLORED CONCRETE TO MATCH BRICK.

03 PRECAST PANELS TO PROJECT OUT 2" BEYOND FACE OF BRICK, BUFF/TAN COLOR, SMOOTH FORMED SURFACE

04 ALUMINUM ARCHITECTURAL MESH SET INSIDE ALUMINUM FRAMES, DARK BRONZE FINISH, AT PUNCHED OPENINGS IN SOUTH WALL WITH VEHICULAR RAMP ONLY.

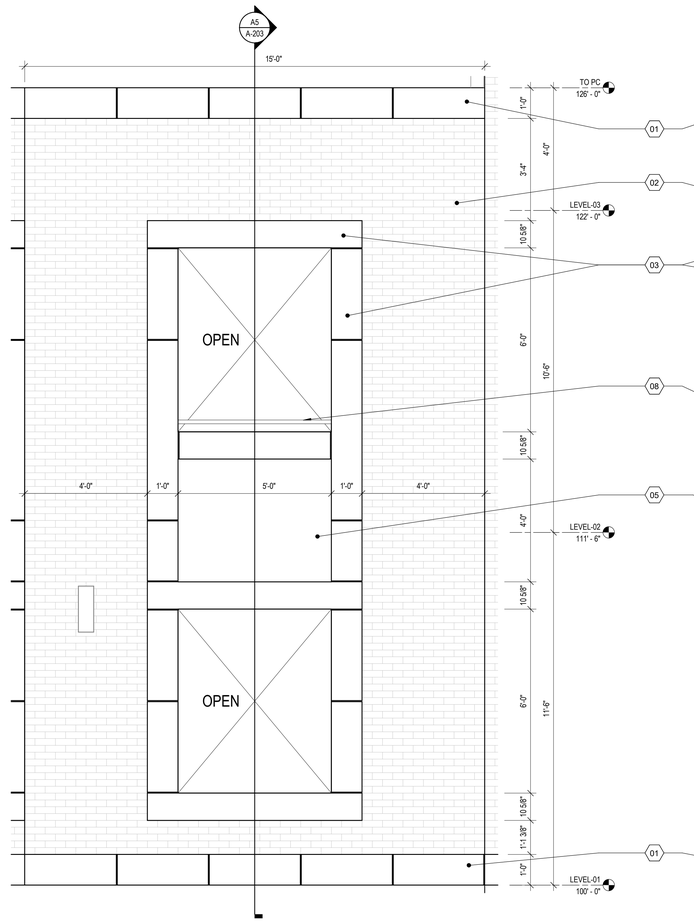
05 RECESSED PRECAST SURFACE ALIGNED WITH FACE OF BRICK, BUFF/TAN COLOR, SMOOTH FORMED SURFACE

08 1-1/2" DIAMETER ALUMINUM PAINTED GUARDRAIL MOUNTED TO PRECAST. GUARDRAIL TOP OF RAIL HEIGHT 3'-8" ABOVE LEVEL-02 PARKING LEVEL

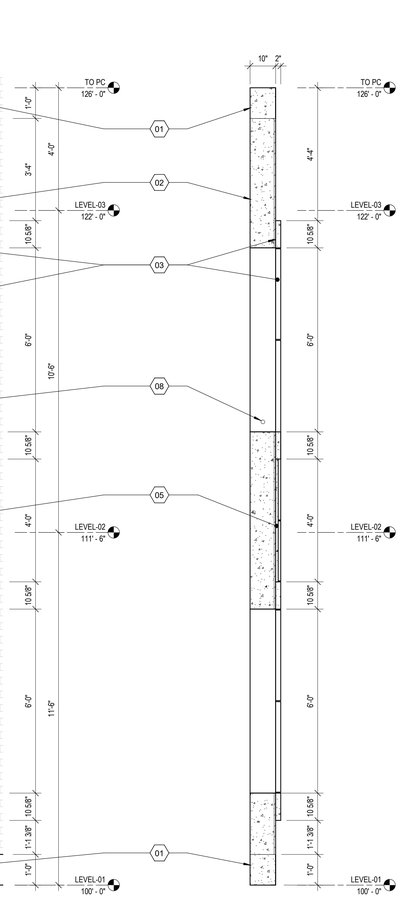


A1 PRECAST PANEL A
ENLARGED ELEVATION
1/2" = 1'-0"

A2 PRECAST PANEL A
WALL SECTION
1/2" = 1'-0"



A3 PRECAST PANEL B
ENLARGED ELEVATION
1/2" = 1'-0"



A5 PRECAST PANEL B, E, G
WALL SECTION
1/2" = 1'-0"

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414 / 259 1500

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CLIENT:

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:

bernersschober

310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

PRECAST BID PACKAGE

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SCALE:	AS NOTED

SHEET TITLE:

PRECAST PANEL ELEVATIONS
AND WALL SECTIONS

SHEET NUMBER:

A-203

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_A25.rvt
8/1/2025 4:10:19 PM

SHEET KEYNOTES

01 PRECAST CONCRETE BAND TO CONSIST OF COLORED CONCRETE TO MATCH BRICK. REVEAL LINES PROVIDED AT 3' OC . SMOOTH FORMED SURFACE TEXTURE, PROJECTING 1" BEYOND BRICK.
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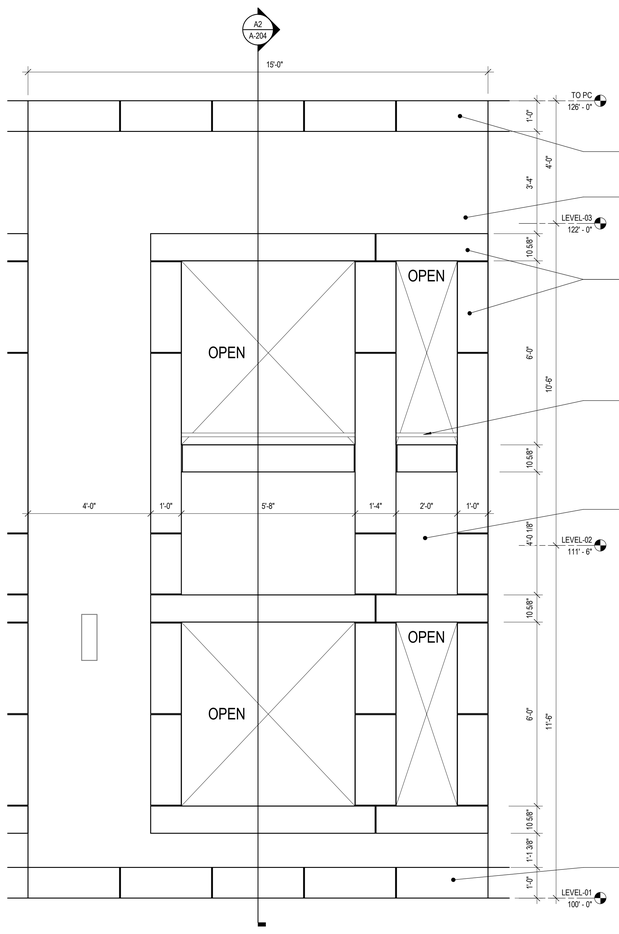
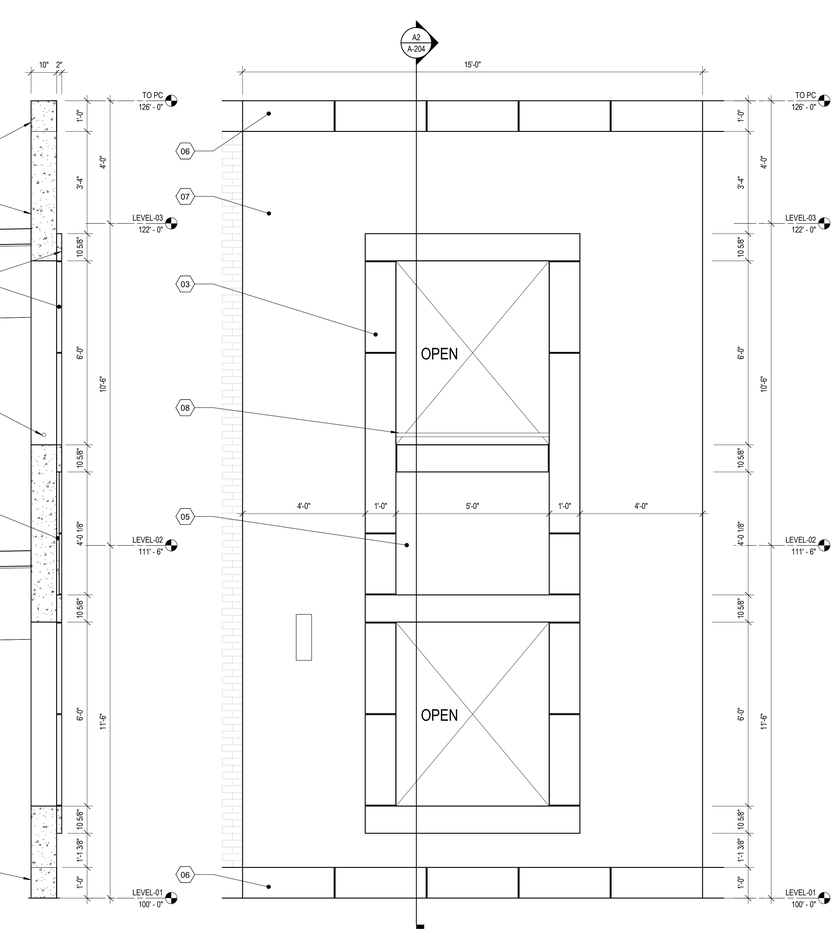
05 RECESSED PRECAST SURFACE ALIGNED WITH FACE OF BRICK, BUFF/TAN COLOR, SMOOTH FORMED SURFACE
06 DARK GRAY CONCRETE PRECAST WITH REVEAL LINES PROVIDED AT 3' OC . SMOOTH FORMED SURFACE TEXTURE, PROJECTING 1" BEYOND FACE OF BRICK.
07 WHITE CEMENT BLEND, LIGHT GRAY CONCRETE PRECAST, SMOOTH FORMED SURFACE
08 1-1/2" DIAMETER ALUMINUM PAINTED GUARDRAIL MOUNTED TO PRECAST. GUARDRAIL TOP OF RAIL HEIGHT 3'-8" ABOVE LEVEL-02 PARKING LEVEL

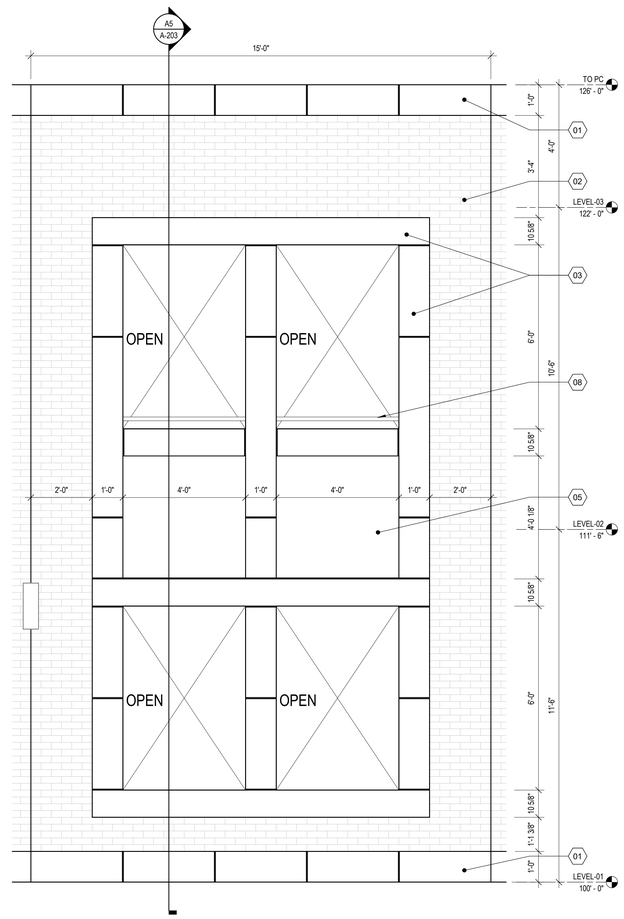


A1 PRECAST PANEL C
ENLARGED ELEVATION
1/2" = 1'-0"



A2 PRECAST PANEL C, D, H
WALL SECTION
1/2" = 1'-0"

A3 PRECAST PANEL D
ENLARGED ELEVATION
1/2" = 1'-0"



A5 PRECAST PANEL E
ENLARGED ELEVATION
1/2" = 1'-0"

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DE PERE
CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:
bernersschober
310 PINE ST.
GREEN BAY, WI 54301

ISSUE:
PRECAST BID PACKAGE

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SCALE:	AS NOTED

SHEET TITLE:
PRECAST PANEL ELEVATIONS
AND WALL SECTIONS

SHEET NUMBER:
A-204

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8/1/2025 4:10:20 PM

SHEET KEYNOTES

01 PRECAST CONCRETE BAND TO CONSIST OF COLORED CONCRETE TO MATCH BRICK. REVEAL LINES PROVIDED AT 3' OC . SMOOTH FORMED SURFACE TEXTURE, PROJECTING 1" BEYOND BRICK.

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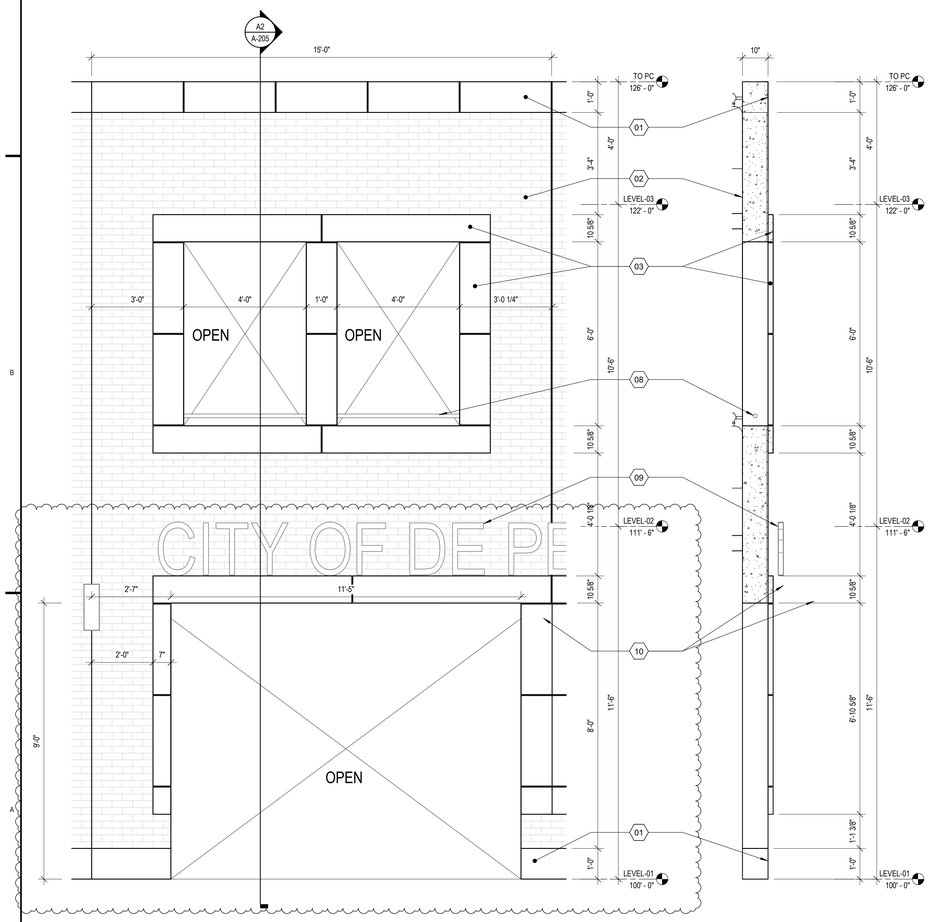
05 RECESSED PRECAST SURFACE ALIGNED WITH FACE OF BRICK, BUFF/TAN COLOR, SMOOTH FORMED SURFACE

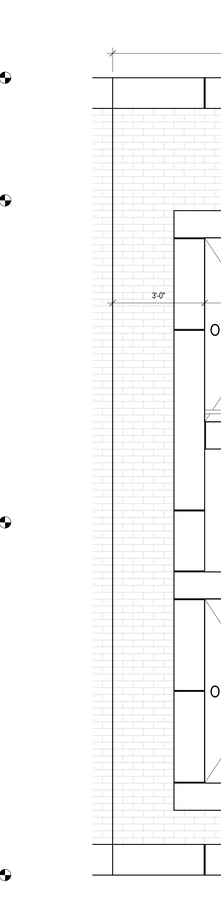
08 1-1/2" DIAMETER ALUMINUM PAINTED GUARDRAIL MOUNTED TO PRECAST. GUARDRAIL TOP OF RAIL HEIGHT 3'-8" ABOVE LEVEL-02 PARKING LEVEL

09 PARKING STRUCTURE SIGNAGE, COUNTED ON PANEL F OPPOSITE HAND PER ELEVATION. SIGNAGE BY OTHERS.

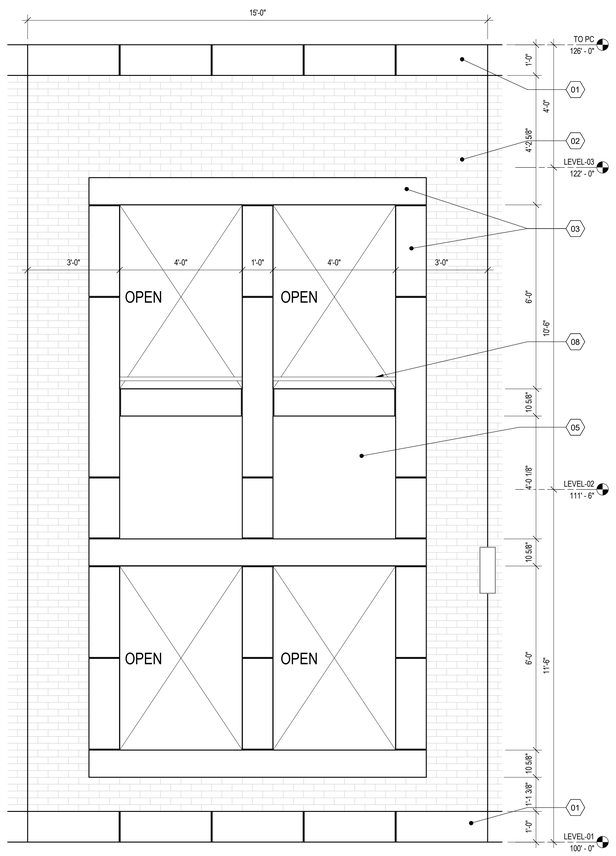
10 PREFABRICATED/PREFINISHED PRECAST CANOPY ASSEMBLY, BUFF/TAN COLOR, SMOOTH FORMED SURFACE, SLOPED AT 1/4" PER FOOT TO THE SIDES



A1 PRECAST PANEL F
ENLARGED ELEVATION
1/2" = 1'-0"



A2 PRECAST PANEL F
WALL SECTION
1/2" = 1'-0"



A3 PRECAST PANEL G
ENLARGED ELEVATION
1/2" = 1'-0"

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PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:

bernersschober
310 PINE ST.
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CHECKED BY:	CWH
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

PRECAST PANEL ELEVATIONS
AND WALL SECTIONS

SHEET NUMBER:

A-205

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8/1/2025 4:10:20 PM

SHEET KEYNOTES

03 PRECAST PANELS TO PROJECT OUT 2" BEYOND FACE OF BRICK, BUFF/TAN COLOR, SMOOTH FORMED SURFACE
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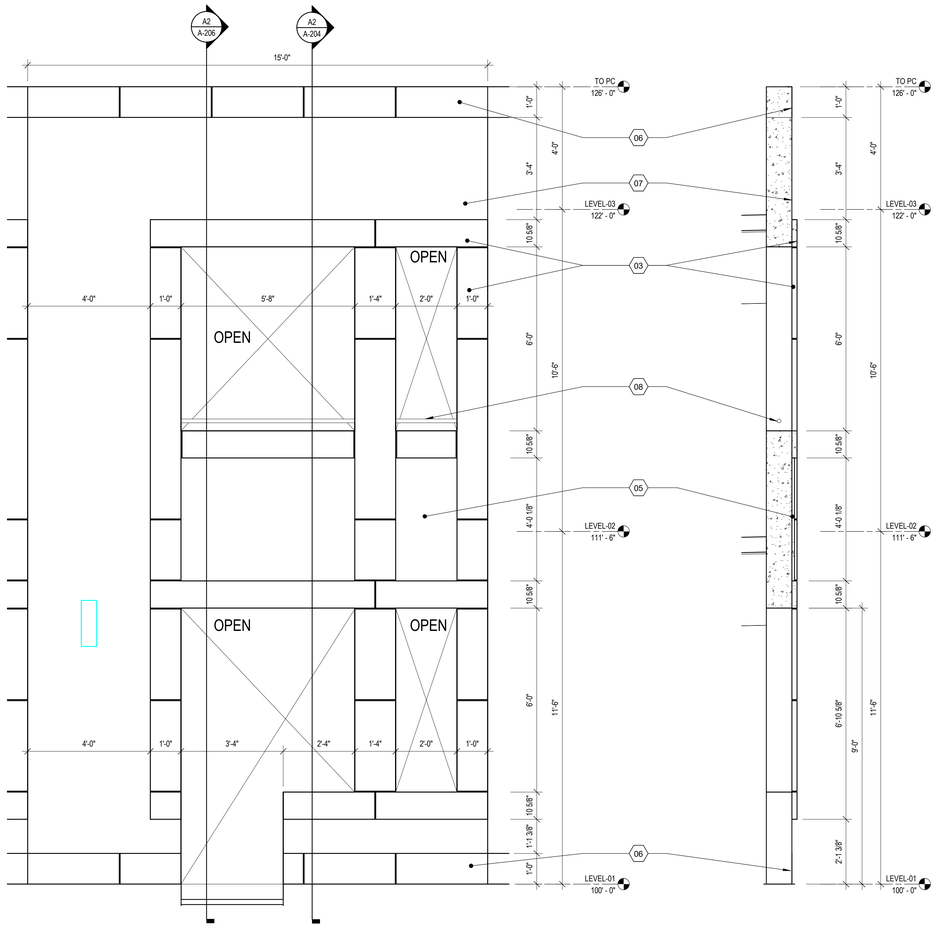

A1 PRECAST PANEL H
ENLARGED ELEVATION
1/2" = 1'-0"

A2 PRECAST PANEL H
WALL SECTION
1/2" = 1'-0"

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PROJECT NUMBER:	2025-0025.00
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DRAWN BY:	RMG
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APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

PRECAST PANEL ELEVATIONS
AND WALL SECTIONS

SHEET NUMBER:

A-206

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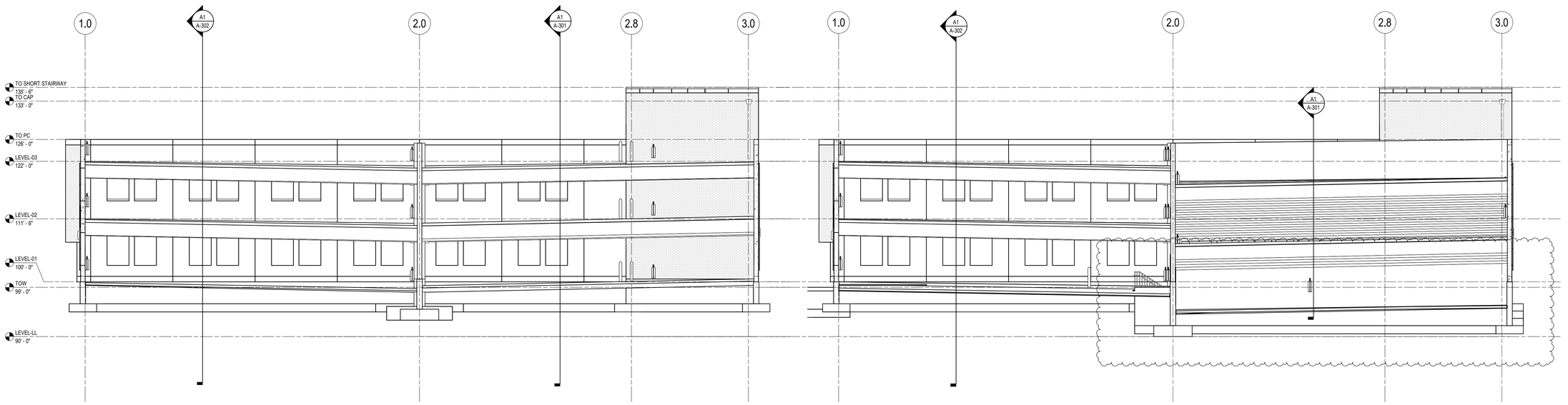
8/1/2025 4:10:20 PM

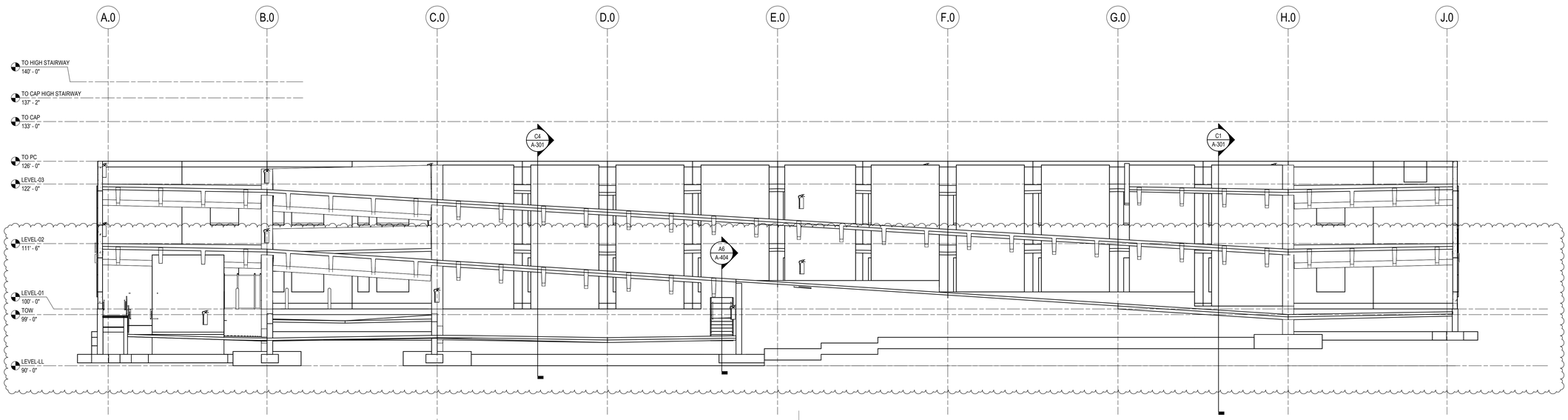


C1 OVERALL BUILDING SECTION

1/8" = 1'-0"

C4 OVERALL BUILDING SECTION

1/8" = 1'-0"



A1 OVERALL BUILDING SECTION

1/8" = 1'-0"

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250 N. WISCONSIN STREET,
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SCALE:	AS NOTED

SHEET TITLE:

BUILDING SECTIONS

SHEET NUMBER:

A-301

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250 N. WISCONSIN STREET,
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DESIGN ARCHITECT:

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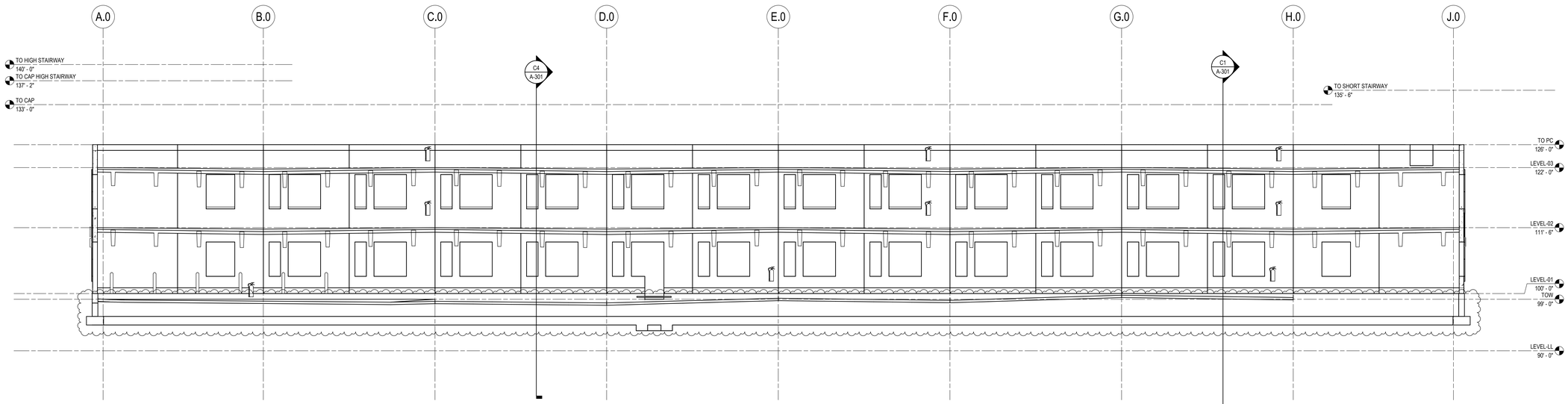

A1 OVERALL BUILDING SECTION
1/8" = 1'-0"

PROJECT INFORMATION:

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DRAWN BY:	RMG
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SCALE:	AS NOTED

SHEET TITLE:

BUILDING SECTIONS

SHEET NUMBER:

A-302

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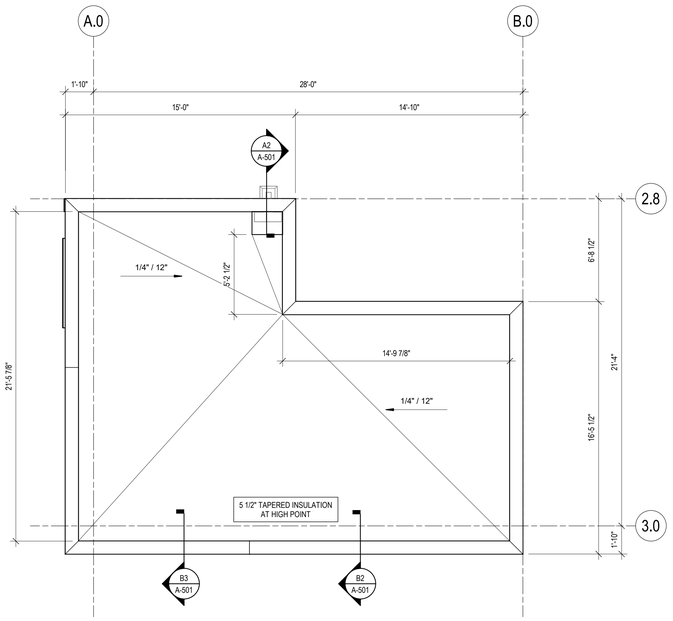
8/1/2025 4:10:21 PM

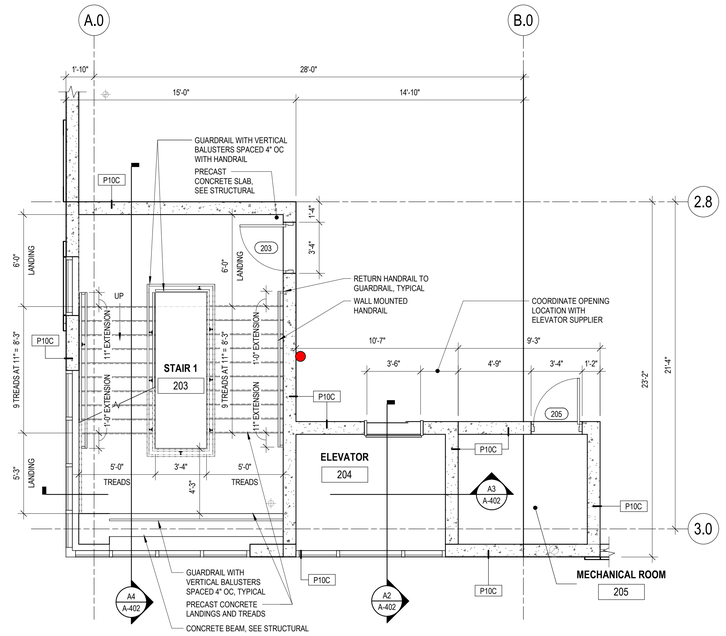
GENERAL SHEET NOTES

1. BOLLARDS AND STRIPING ARE NOT SHOWN FOR CLARITY OF PLANS



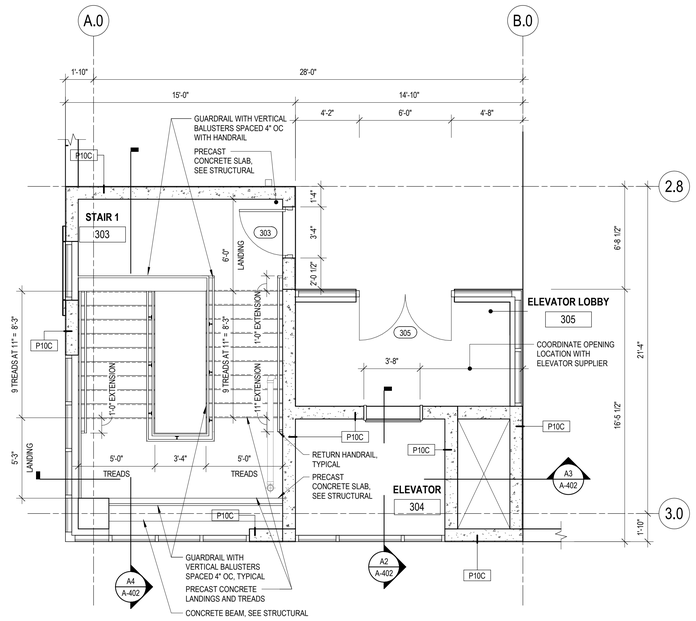
C3 ENLARGED ROOF PLAN - SOUTH WEST

1/4" = 1'-0"



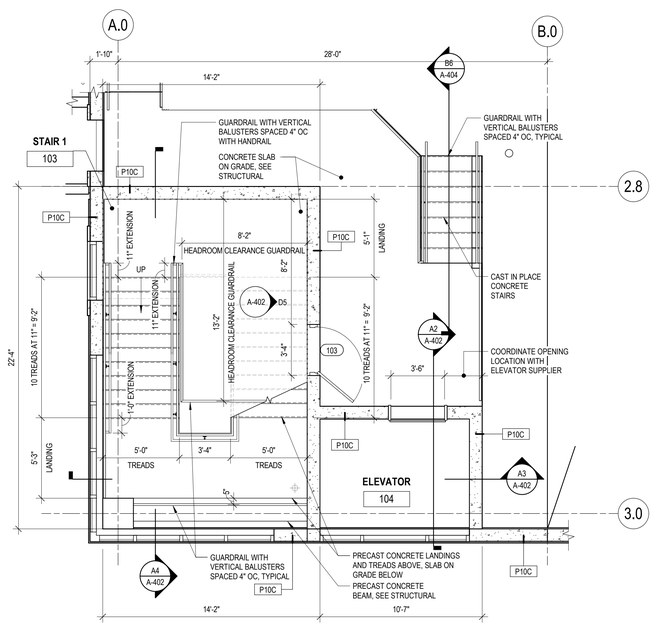
C5 LEVEL - 02 ENLARGED FLOOR PLAN - STAIR 1

1/4" = 1'-0"



A3 LEVEL - 03 ENLARGED FLOOR PLAN - STAIR 1

1/4" = 1'-0"



A5 LEVEL - 01 ENLARGED FLOOR PLAN - STAIR 1

1/4" = 1'-0"

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CHECKED BY:	RMG
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SHEET TITLE:

ENLARGED STAIR 1 PLANS

SHEET NUMBER:

A-401

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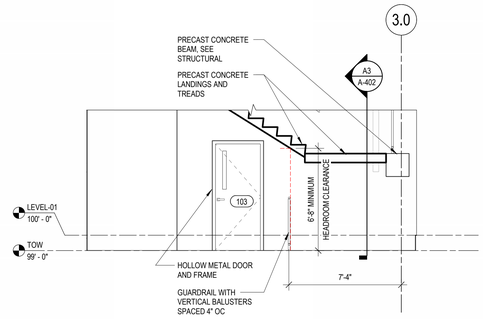
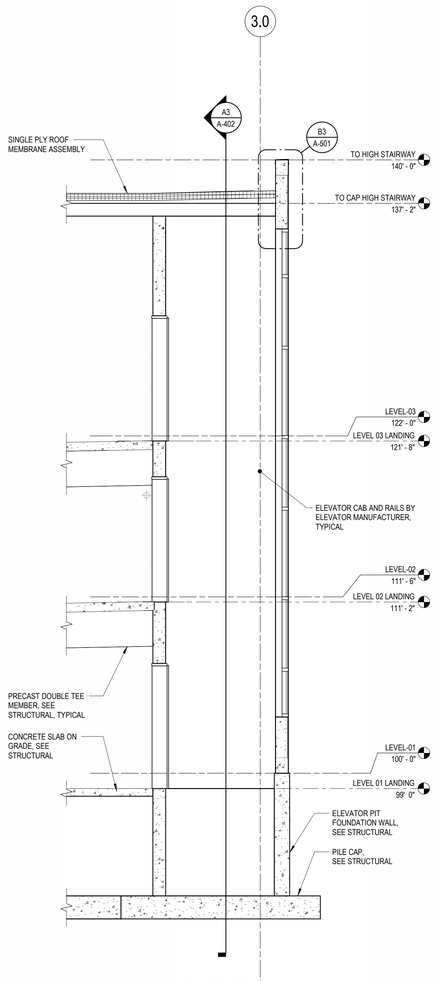
8/5/2025 2:52:26 PM

GENERAL SHEET NOTES

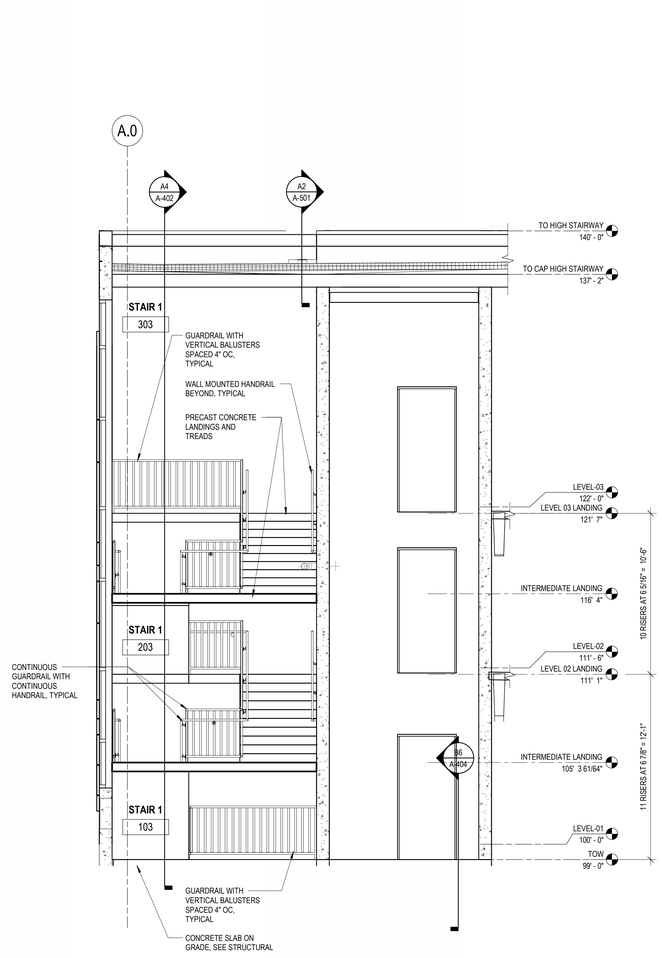
1. BOLLARDS AND STRIPING ARE NOT SHOWN FOR CLARITY OF PLANS



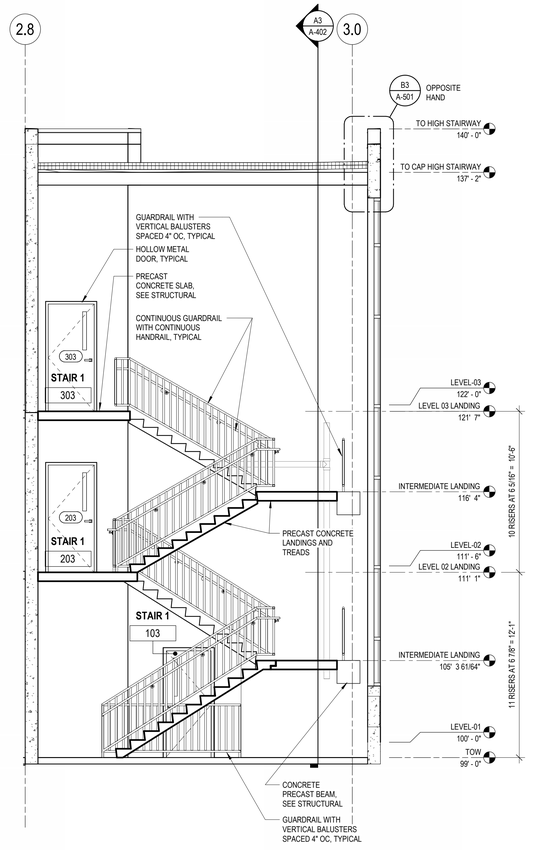
D5 STAIR 1 INTERIOR ELEVATION
1/4" = 1'-0"



A2 ELEVATOR SECTION
1/4" = 1'-0"



A3 ENLARGED SECTION STAIR 1 AND ELEVATOR
1/4" = 1'-0"



A4 ENLARGED SECTION STAIR 1
1/4" = 1'-0"

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DESIGN ARCHITECT:

bernerssch▪ber

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APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

ENLARGED STAIR 1 SECTIONS

SHEET NUMBER:

A-402

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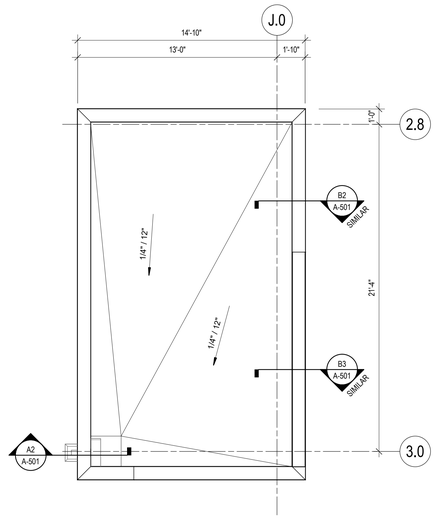
8/5/2025 2:53:46 PM

GENERAL SHEET NOTES

1. BOLLARDS AND STRIPING ARE NOT SHOWN FOR CLARITY OF PLANS

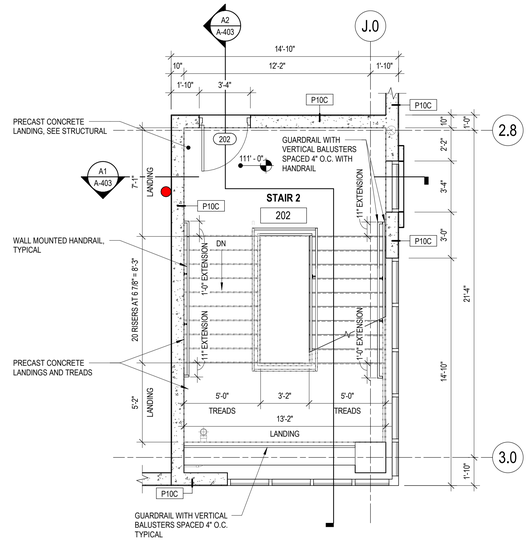


ENLARGED
ROOF PLAN - SOUTH EAST

A3

1/4" = 1'-0"

N

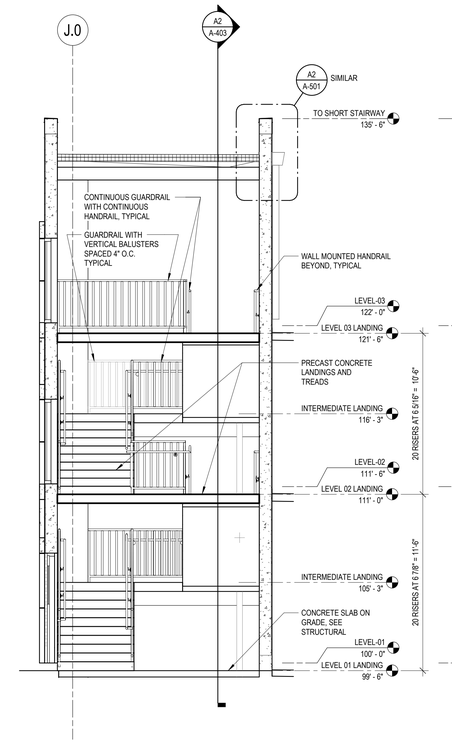


LEVEL - 02 ENLARGED
FLOOR PLAN - STAIR 2

A4

1/4" = 1'-0"

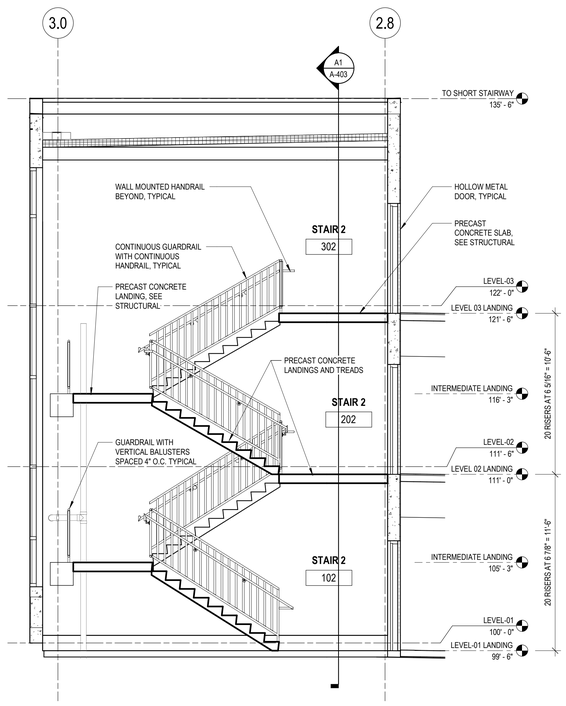
N



ENLARGED
STAIR SECTION - STAIR 2

A1

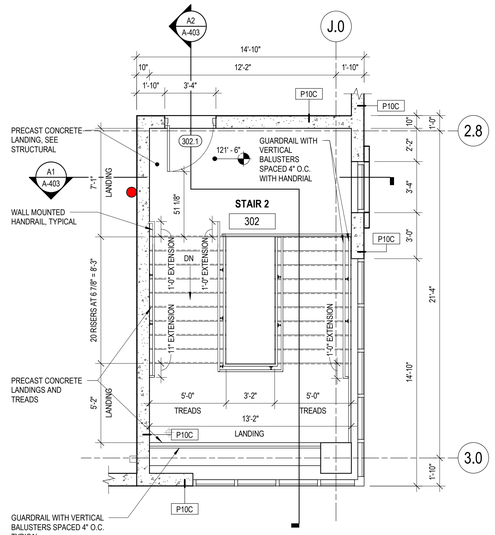
1/4" = 1'-0"



ENLARGED
STAIR SECTION - STAIR 2

A2

1/4" = 1'-0"

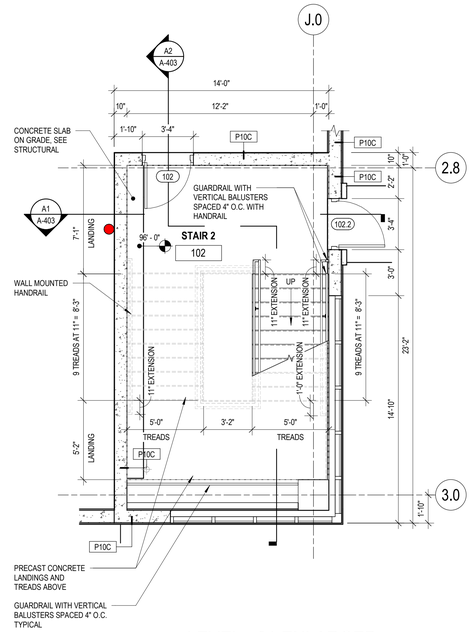


LEVEL - 03 ENLARGED
FLOOR PLAN - STAIR 2

C4

1/4" = 1'-0"

N



LEVEL - 01 ENLARGED
FLOOR PLAN -STAIR 2

C5

1/4" = 1'-0"

N

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275 West Wisconsin Avenue,
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Milwaukee, WI 53203
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CLIENT:

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WI 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:

bernerssch▪ber

310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

1 08/01/2025 ADDENDUM 01

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	EKS
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

ENLARGED STAIR 2 PLANS AND SECTIONS

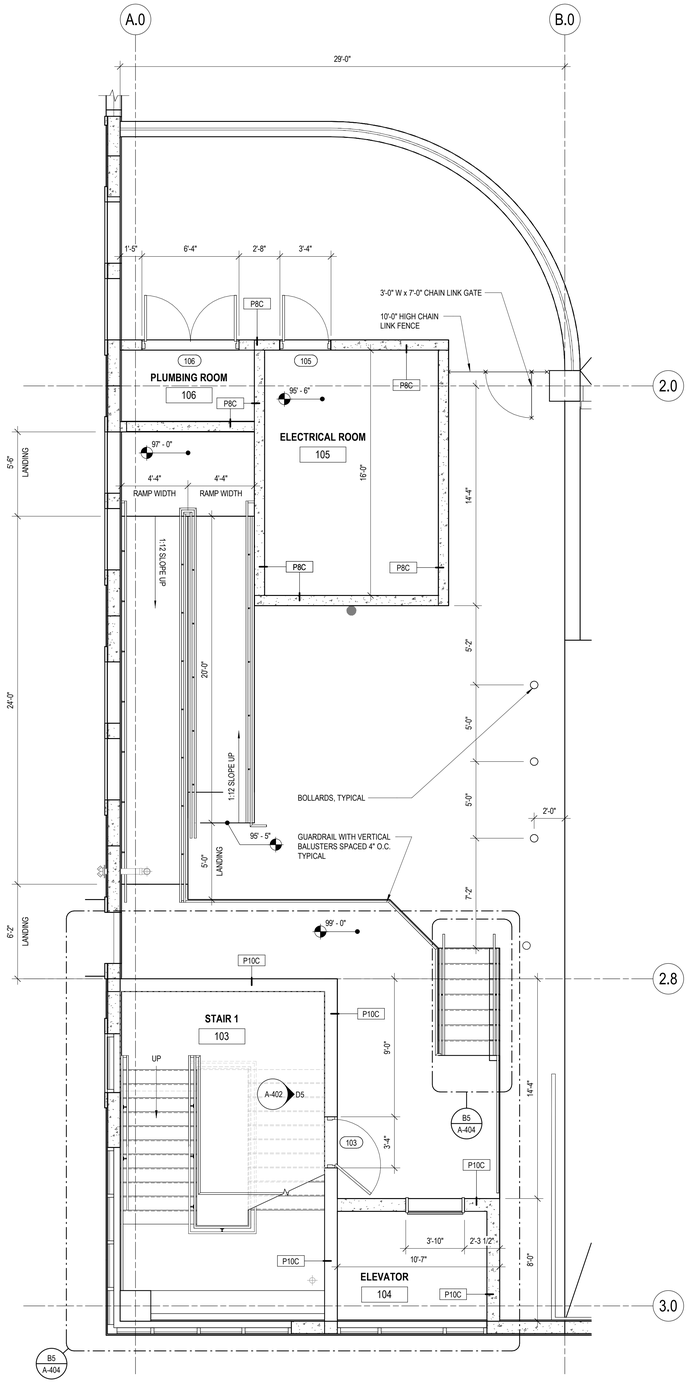
SHEET NUMBER:

A-403

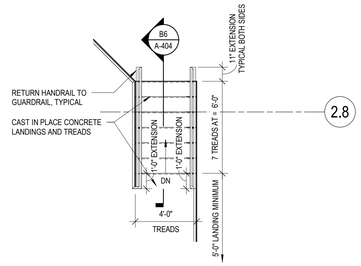
Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_A25.rvt
8/5/2025 2:57:07 PM

GENERAL SHEET NOTES

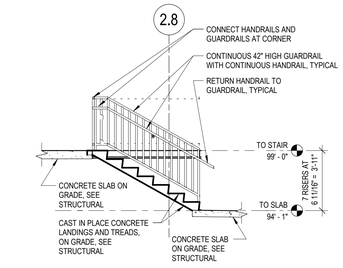
1. BOLLARDS AND STRIPING ARE NOT SHOWN FOR CLARITY OF PLANS



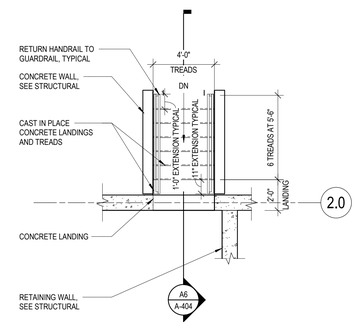
A3 ENLARGED FLOOR PLAN AT RAMP AND STAIR
1/4" = 1'-0"



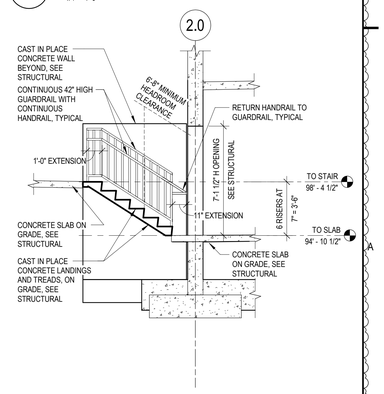
B5 LEVEL - 01 STAIR PLAN
1/4" = 1'-0"



B6 LEVEL - 01 STAIR SECTION
1/4" = 1'-0"



A5 LEVEL 01 - STAIR PLAN
1/4" = 1'-0"



A6 LEVEL 01 - STAIR SECTION
1/4" = 1'-0"

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PROJECT NUMBER:	2025-0025.00
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DRAWN BY:	EKS, YSD
CHECKED BY:	RMG
APPROVED BY:	CWH
SCALE:	AS NOTED

SHEET TITLE:

ENLARGED PLANS AND SECTIONS

SHEET NUMBER:

A-404

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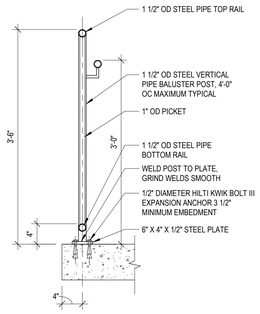
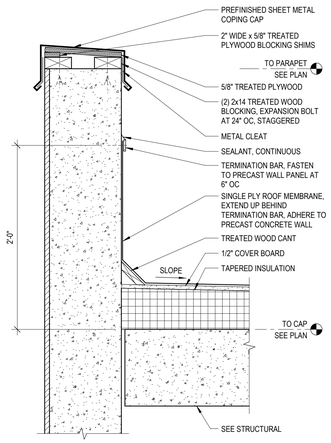


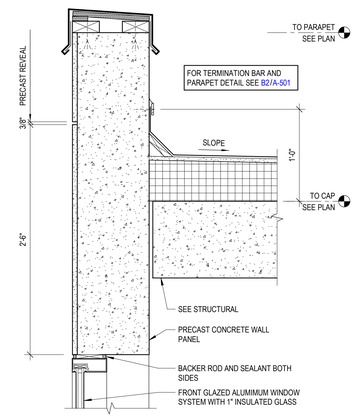
C1 SLAB MOUNTED GUARDRAIL WITH HANDRAIL

1" = 1'-0"



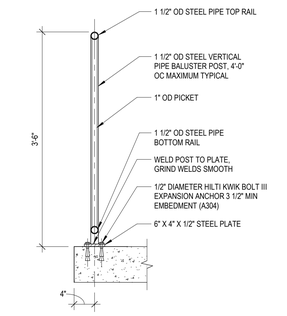
B2 PARAPET DETAIL

1 1/2" = 1'-0"



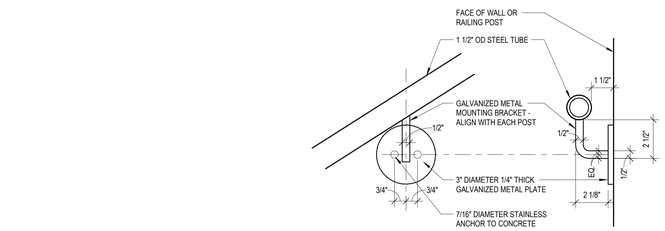
B3 ALUMINUM WINDOW HEAD DETAIL

1 1/2" = 1'-0"



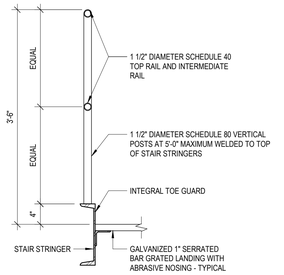
B1 SLAB MOUNTED GUARDRAIL

1" = 1'-0"



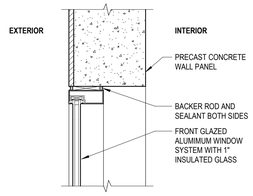
D5 WALL MOUNTED HANDRAIL

3" = 1'-0"



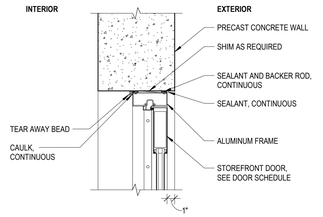
D6 GUARDRAIL SECTION

1" = 1'-0"



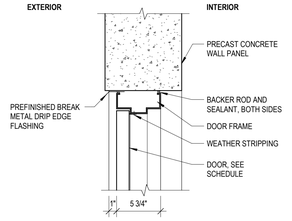
C4 ALUMINUM WINDOW HEAD DETAIL

1 1/2" = 1'-0"



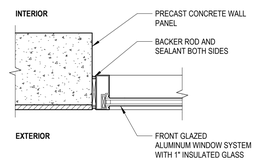
C5 STOREFRONT DOOR HEAD DETAIL

1 1/2" = 1'-0"



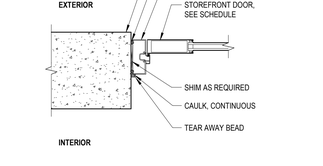
C6 DOOR HEAD DETAIL

1 1/2" = 1'-0"



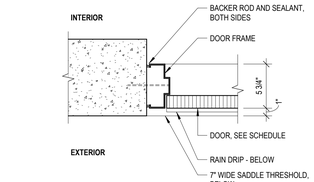
B4 ALUMINUM WINDOW JAMB DETAIL

1 1/2" = 1'-0"



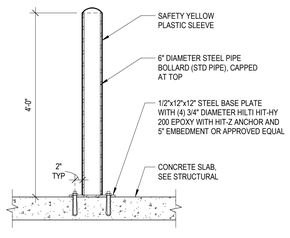
B5 STOREFRONT DOOR JAMB DETAIL

1 1/2" = 1'-0"



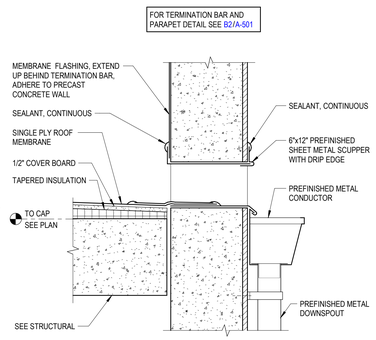
B6 DOOR JAMB DETAIL

1 1/2" = 1'-0"



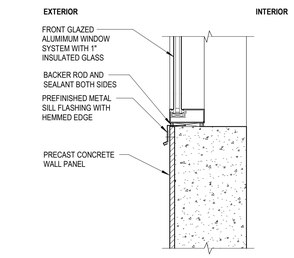
A1 PIPE BOLLARD DETAIL

3/4" = 1'-0"



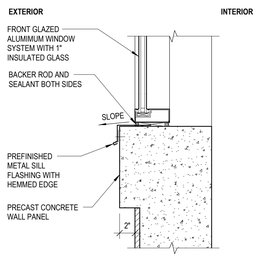
A2 SCUPPER DETAIL

1 1/2" = 1'-0"



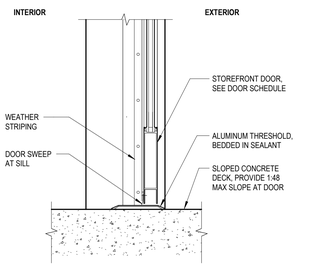
A3 ALUMINUM WINDOW SILL DETAIL

1 1/2" = 1'-0"



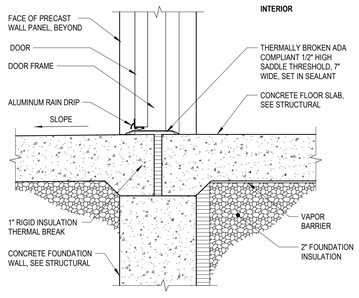
A4 ALUMINUM WINDOW SILL DETAIL

1 1/2" = 1'-0"



A5 STOREFRONT DOOR SILL

1 1/2" = 1'-0"



A6 DOOR SILL DETAIL

1 1/2" = 1'-0"

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CITY OF DE PERE
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DE PERE, WI 54115

PROJECT TITLE:

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250 N. WISCONSIN STREET,
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DESIGN ARCHITECT:

bernerssch▪ber
310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER: 2025-0025.00
DATE:
DRAWN BY:
CHECKED BY:
APPROVED BY:
SCALE: AS NOTED

SHEET TITLE:

SECTIONS AND DETAILS

SHEET NUMBER:

A-501

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8/1/2025 4:10:25 PM

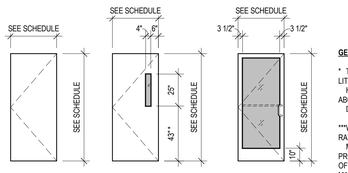
DOOR, FRAME, AND HARDWARE SCHEDULE

DOOR NO	ASSOCIATED ROOM	DOOR: PANEL DIMENSIONS PRIMARY	SECONDARY	HEIGHT	THICKNESS	DOOR: SPECIFICATION TYPE	GLAZING	MATL	FINISH	FRAME: SPECIFICATION TYPE	MATL	FINISH	FRAME: DETAIL HEAD	JAMB	SILL	FIRE RATING LABEL	HARDWARE SET	HINGES	CLOSER	STOP	BOLTS AUTOMATIC	BOLTS FLOOR	PLATES HEAD	PLATES ARMOR	PLATES KICK	PLATES PULL	PLATES PUSH	MISCELLANEOUS ACOUSTIC SEAL	ASTRAGAL	RAIN DRIP	SMOKE SEAL	SWEEP	THRESHOLD	WEATHER STRIP	REMARKS
102	GARAGE	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
102.2	STAIR 2	3' - 0"		7' - 0"	1 3/4"	G		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
103	STAIR 1	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
105	ELECTRICAL ROOM	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
106	PLUMBING ROOM	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
202	GARAGE	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
203	STAIR 1	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
205	GARAGE	3' - 0"		7' - 0"	1 3/4"	F		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501	45 MIN																				
302.1	GARAGE	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
303	STAIR 1	3' - 0"		7' - 0"	1 3/4"	N		HM	PT	01	HM	PT	C6/A-501	B6/A-501	A6/A-501																					
305	ELEVATOR LOBBY	6' - 0"		7' - 6"	2"	FG-AL01		ALUM	PF	02	ALUM	PF	C5/A-501	B5/A-501	A5/A-501																					

ROOM FINISH SCHEDULE

ROOM NO	ROOM NAME	FLOOR	BASE	WALLS NORTH MATL	NORTH FINISH	EAST MATL	EAST FINISH	SOUTH MATL	SOUTH FINISH	WEST MATL	WEST FINISH	CEILING MATL	CEILING HEIGHT	NOTES
101	GARAGE	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
102	STAIR 2	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
103	STAIR 1	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
104	ELEVATOR	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
105	MECHANICAL ROOM	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
105	ELECTRICAL ROOM	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
106	PLUMBING ROOM	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
201	GARAGE	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
202	STAIR 2	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
203	STAIR 1	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
204	ELEVATOR	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
205	MECHANICAL ROOM	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
301	GARAGE	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
302	STAIR 2	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
303	STAIR 1	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
304	ELEVATOR	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
305	ELEVATOR LOBBY	PC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
L101	GARAGE	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
L102	STAIR 2	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		
L103	ELECTRICAL ROOM	CONC	--	CONC	PT	PC	PT	PC	PT	PC	PT	ES		
L104	PLUMBING ROOM	CONC	--	PC	PT	PC	PT	PC	PT	PC	PT	ES		

DOOR TYPES: SINGLE LEAF



GENERAL DOOR NOTES:

* TO MEET ICC A117.1-2009 ACCESSIBLE DOOR VISION LITE REQUIREMENTS, 43" (3'-7") IS THE MAXIMUM HEIGHT TO THE BOTTOM OF THE VISION LITE FROM ABOVE THE FINISH FLOOR. DIMENSIONS SHOWN ON DOOR TYPES ARE FROM FINISH FLOOR.

***WHERE THE DOOR PANEL FOR A REQUIRED FIRE RATED DOOR IS TALLER THAN 7'-0", TO MAINTAIN THE MAXIMUM 100 SQUARE INCH ALLOWED FOR FIRE PROTECTIVE RATED GLAZING, THE RAIL DIMENSION OF 8" IS ALLOWED TO ADJUST TO ACHIEVE THE MAXIMUM VISION LITE AREA.

ACCESSIBLE DOOR NOTES: ICC A117.1-2009

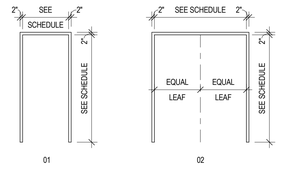
404.2.9 DOOR SURFACE
DOOR SURFACES WITHIN 10" OF THE FLOOR, MEASURED VERTICALLY, SHALL BE A SMOOTH SURFACE ON THE PUSH SIDE EXTENDING THE FULL WIDTH OF THE DOOR.

* 404.2.10 VISION LITES
DOORS AND SIDELITES ADJACENT TO DOORS CONTAINING ONE OR MORE GLAZING PANELS THAT PERMIT VIEWING THROUGH THE PANELS SHALL HAVE THE BOTTOM OF AT LEAST ONE PANEL ON EITHER THE DOOR OR ADJACENT SIDE LITE 43" (3'-7") MAXIMUM ABOVE THE FLOOR.

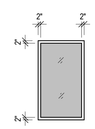
** EXCEPTION: VISION LITES WITH THE LOWEST PART MORE THAN 66" (5'-6") ABOVE THE FLOOR SHALL NOT BE REQUIRED TO COMPLY.

FOR ADDITIONAL INFORMATION SEE THE "ACCESSIBLE DOOR COMPLIANCE" GUIDE ON SHEET A-002 .

FRAME TYPES



WINDOW TYPES



DOOR HARDWARE KEY

HINGES

	DESCRIPTION / FINISH	HAGER	MCKINNEY	STANLEY	IVES
H1	STANDARD (626)	BB1279	TA2714	FBB179	5BB1
H2	HEAVY (626)	BB1168	T4A3786	FBB168	5BB1HW
H3	STANDARD (630)	BB1191	TA2314	FBB191	5BB1 SS
H4	HEAVY (630)	BB1199	T4A3386	FBB199	5BB1HW SS
	DESCRIPTION / FINISH	HAGER	MCKINNEY	PEMKO	SELECT
H5	CONTINUOUS HEAVY DUTY	780-224HD	MCK-25HD	CFMHD	SL-24HD

LOCKSETS

	DESCRIPTION / FINISH	BEST 9K SERIES	SARGENT 10 LINE	SCHLAGE ND SERIES (RHO)
LS1	ENTRANCE (626)	(AB) F109	10G05	ND53PD
LS2	STOREROOM (626)	(D) F86	10G04	ND80PD
LS3	CLASSROOM (626)	(R) F84	10G37	ND70PD
LS4	PRIVACY (626)	(L) F76	10L65	ND40S
LS5	EXIT (626)	(Y)	10G17	ND62PD
LS6	PASSAGE (626)	(N) F76	10U15	ND10S
LS7	RIM CYLINDER (626)	1E-72	34 SERIES	20-022
LS8	MORTISE CYLINDER (626)	1E-74	40 SERIES	20-001
LS9	DEADLOCK (626)	83T SERIES	480 SERIES	B660P
LS10	DUMMY TRIM (626)	(1DT)		

EXIT DEVICES

	DESCRIPTION / FINISH	SARGENT MED./WIDE STILE	SARGENT NARROW STILE	VONDUPRIN MED./WIDE STILE	VONDUPRIN NARROW STILE
ED1	RIM - EXIT ONLY (626)	8810	8400 Series	99EO	33EO
ED2	RIM - LEVER (626)	8813 ETL		99Lx996L	33Lx360L
ED3	SURF. RODS - LEVER (626)	8713 ETL		9927Lx996L	3327Lx360L
ED4	CON. RODS - LEVER (626)	8613 ETL		9947Lx996L	3347Lx360L

When a cylinder lockset is scheduled with an exit device, trim w/ cylinder should be provided. If no cylinder lockset is scheduled, trim shall be blank escutcheon (unless specified otherwise).

CLOSERS

	DESCRIPTION / FINISH	LCN	NORTON	SARGENT
CL1	PULL SIDE REG. (689)	4011	7501	351 O
CL2	PULL SIDE HOLD-OPEN (689)	4011 H	7501H	351 H
CL3	PUSH SIDE REG. (689)	4111 EDA	PR7501	351 P10
CL4	PUSH SIDE w/ STOP (689)	4111 CUSH PA	CLP7501	351 PS
CL5	PUSH SIDE HOLD-OPEN (689)	4111 H-CUSH	CLP7501H	351 PSH
CL6	PUSH SIDE EXT. DOORS (689)	4111 S-CUSH	UNI7501	351 OPS
CL7	DROP PLATE (689)	4110-18	7788	351-D

STOPS

	DESCRIPTION / FINISH	HAGER	IVES	ROCKWOOD
ST1	FLOOR MTD. (626)	241F	FS436	441
ST2	WALL MTD. (626)	236W	WS407CCV	409

OVERHEAD STOPS

	DESCRIPTION / FINISH	GLYNN-JOHNSON	RIXSON	SARGENT
OST3	HD SURFACE MTD. (630)	90 Series	9 Series	590
OST4	HD CONCEALED (630)	100 Series	1 Series	690
OST5	STD. SURFACE MTD. (630)	410 Series	5 Series	1530
OST6	STD. CONCEALED (630)	450 Series	55 Series	1540

PUSH-PULL / KICKPLATES

	DESCRIPTION / FINISH	HAGER	IVES	ROCKWOOD
PP1	PUSH PLATE (630)	30S	8200 4"x16"	70C
PP2	PULL w/ PLATE (630)	33E	8302	106x70C
PP3	PUSH-PULL BAR (630)	160D	9190-12	BF15847
KP1	KICKPLATE 8"x2"LDW (630)	190S	8400	K1050
KP2	ARMOR PLATE 36"x34" (630)	220S	8400	K1125

WEATHERSTRIP, SWEEPS, AND THRESHOLDS

	DESCRIPTION	NATIONAL GUARD	PEMKO	REESE
T1	THRESHOLD	8424	252x2 FG	S282A
SW1	SWEEP	200NA	315N	772
WS1	WEATHERSTRIP	190VA	294AV	DS106C
WS2	SMOKE SEAL	5050B	S88	797B

MISC. HARDWARE

	DESCRIPTION	IVES	MCKINNEY	ROCKWOOD
CO1	COORDINATOR (626)	COR SERIES	CSM SERIES	1600 SERIES
FB1	AUTO - METAL (626)	FB31P	FB06M	1842
FB2	AUTO - WOOD (626)	FB41P	FB10W	1942
FB3	MANUAL - METAL (626)	FB458	FB01M	555
FB4	MANUAL - WOOD (626)	FB358	FB02W	557
RL1	ROLLER LATCH (630)	RL32	RL1B	592
		HES	SECURITRON	VONDUPRIN
ES1	AT RIM EXIT DEVICE (630)	7000 Series	N/A	6111
ES2	AT STD. LOCKSET (630)	4500 Series	UNL	6211
		SARGENT	VONDUPRIN	
RM1	COORDINATOR (626)	L980	KR4954	
		NATIONAL GUARD	PEMKO	REESE
AB1	AUTOMATIC BUTTON	320V	420VL	S282A

METAL FINISH KEY

ANSI/BHMA CODE	DESCRIPTION	BASE MATERIAL
605	BRIGHT BRASS, CLEAR COATED	BRASS
606	SATIN BRASS, CLEAR COATED	BRASS
611	BRIGHT BRONZE, CLEAR COATED	BRONZE
612	SATINE BRONZE, CLEAR COATED	BRONZE
618	BRIGHT NICKEL PLATED, CLEAR COATED	BRASS, BRONZE
619	SATIN NICKEL PLATED, CLEAR COATED	BRASS, BRONZE
625	BRIGHT CHROMIUM PLATED	BRASS, BRONZE
626	SATIN CHROMIUM PLATED	BRASS, BRONZE
627	SATIN ALUMINUM, CLEAR COATED	ALUMINUM
628	SATIN ALUMINUM, CLEAR ANODIZED	ALUMINUM
629	BRIGHT STAINLESS STEEL	STAINLESS STEEL 300 SERIES
630	SATIN STAINLESS STEEL	STAINLESS STEEL 300 SERIES
632	BRIGHT BRASS PLATED, CLEAR COATED	STEEL
633	SATIN BRASS PLATED, CLEAR COATED	STEEL
637	BRIGHT BRONZE PLATED, CLEAR COATED	STEEL
639	SATIN BRONZE PLATED, CLEAR COATED	STEEL
645	BRIGHT NICKEL PLATED, CLEAR COATED	STEEL
646	SATIN NICKEL PLATED, CLEAR COATED	STEEL
651	BRIGHT CHROMIUM PLATED	STEEL
652	SATIN CHROMIUM PLATED	STEEL
653	BRIGHT STAINLESS STEEL	STAINLESS STEEL 400 SERIES
654	SATIN STAINLESS STEEL	STAINLESS STEEL 400 SERIES
663	ZINC PLATED WITH CLEAR CHROMATE SEAL	STEEL
673	ALUMINUM CLEAR COATED	ALUMINUM
686	BLACK CHROME, BRIGHT	STEEL
687	BLACK CHROME, SATIN	STEEL

PRECAST BID PACKAGE

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CLIENT:
CITY OF DE PERE
335 S. BROADWAY
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PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

DESIGN ARCHITECT:
bernerssch■ber
310 PINE ST.
GREEN BAY, WI 54301

ISSUE:

1	08/01/2025	ADDENDUM 01

PROJECT INFORMATION:

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CHECKED BY:	RMG
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SCALE:	AS NOTED

SHEET TITLE:
SCHEDULES & DOOR, WINDOW, AND FRAME TYPES

SHEET NUMBER:
A-601

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SYMBOL LEGEND

SYSTEM

- BACKFLOW PREVENTER (BFP or RPZ)
- BALL VALVE
- BUTTERFLY VALVE (BFV)
- CAP ON END OF PIPE
- CHECK VALVE (CV)
- DRY PIPE VALVE (DPV)
- FIRE DEPARTMENT CONNECTION
- FIRE DEPARTMENT HOSE VALVE
- FIRE DEPARTMENT VALVE (FDV)
- FIRE HOSE CABINET (FHC)
- FLOW SWITCH (FS)
- FREE-STANDING FIRE DEPARTMENT CONNECTION (FIRE HYDRANT)
- FREE-STANDING FIRE PUMP TEST HEADER
- GATE VALVE (GV)
- GLOBE VALVE (GLV)
- POST INDICATOR VALVE (PIV)
- PREACTION VALVE (PA)
- PRESSURE GAUGE WITH VALVE (PG)
- PRESSURE-REDUCING VALVE (PRV)
- PUMP (SCHEMATIC)
- RISER DOWN (ELBOW)
- RISER UP (ELBOW)
- ROTATING BEACON
- SOLENOID VALVE (SV)

SPRINKLER HEAD

- CONCEALED
- PENDENT ON/OFF
- PENDENT
- SECURITY PENDENT
- SEMI RECESSED
- SIDEWALL
- UPRIGHT
- CONCEALED SIDEWALL

REFERENCE

- NORTH INDICATOR
- ELEVATION INDICATOR (TOC 100'-0")
- POINT OF CONNECTION (POC)
- POINT OF DISCONNECTION
- KEYNOTE INDICATOR (#)
- PIPE TAG (TAG)
- REVISION CLOUD
- REVISION INDICATOR (1)
- VIEW CALLOUT (# / ####)
- SECTION VIEW INDICATOR (## / ####)

VIEW LOCATION LEGEND

D1	D2	D3	D4	D5	D6
C1	C2	C3	C4	C5	C6
B1	B2	B3	B4	B5	B6
A1	A2	A3	A4	A5	A6

FIRE PROTECTION SHEET INDEX

F-001	FIRE PROTECTION SYMBOLS, SCHEDULES, AND ABBREVIATIONS
F-101	LEVEL 1 FIRE PROTECTION PLAN
F-102	LEVEL 2 FIRE PROTECTION PLAN
F-103	LEVEL 3 FIRE PROTECTION PLAN

SYSTEM ABBREVIATION LEGEND

- CSP — COMBINATION SPRINKLER STANDPIPE
- DP — DRAIN PIPE
- FM — FIRE MAIN
- SP — SPRINKLER
- STP — STANDPIPE
- DEMOLITION
- EXISTING
- NEW

DESIGN CRITERIA

WATER SUPPLY INFORMATION

HYDRANT AT:
STATIC =
RESIDUAL =
DATE =
FLOW TEST BY:

APPLICABLE CODES

1. [2015] INTERNATIONAL BUILDING CODE WITH LOCAL AMENDMENTS
2. [2015] INTERNATIONAL FIRE CODE WITH LOCAL AMENDMENTS
3. NFPA 1, [2021] EDITION
4. NFPA 14, [2019] EDITION
5. NFPA 101, [2021] EDITION
6. 2019 ASME A17.1 SAFETY CODE FOR ELEVATORS AND ESCALATORS

FIRE MARSHALL CONTACT INFORMATION

NAME
DEPARTMENT NAME
ADDRESS
CITY, STATE, ZIP CODE

EMAIL
PHONE NUMBER

SYSTEM DESIGN CRITERIA

- AUTOMATIC SPRINKLER SYSTEM TO BY HYDRAULICALLY CALCULATED AND DESIGNED TO MEET NFPA 13 REQUIREMENTS. A 5 PSI OR 10% DESIGN PRESSURE CUSHION SHOULD BE INCORPORATED INTO THE CALCULATIONS. PLANS, HYDRAULIC CALCULATIONS, AND EQUIPMENT SPECIFICATION SHEETS SHALL BE SUBMITTED TO AHJ FOR APPROVAL.

-[INSTALL THE STANDPIPE SYSTEM PER NFPA 14 AND ALL APPLICABLE LOCAL CODES]

- A PROPERLY COMPLETED DESIGN PLACARD SHOULD BE PROVIDED AT THE BASE OF THE SUPPLY RISER FOR EACH SPRINKLER ZONE.

GENERAL NOTES

1. SPRINKLER CONTRACTOR IS RESPONSIBLE FOR THE EXECUTION OF THIS WORK AND SHALL BECOME THOROUGHLY FAMILIAR WITH THE PROJECT SPECIFICATIONS BEFORE COMMENCING ANY WORK. THE PROJECT SPECIFICATIONS AND DRAWINGS FORM THE BASIS OF THE CONTRACT REQUIREMENTS AND INCLUDE THE TYPE AND GRADE OF MATERIALS TO BE INSTALLED, EQUIPMENT TO BE FURNISHED, THE MANNER BY WHICH TO BE INSTALLED AND WHERE TO BE LOCATED.
2. SPRINKLER CONTRACTOR SHALL COORDINATE LOCATION OF ALL SPRINKLER HEADS AND PIPING WITH STRUCTURAL ELEMENTS, MECHANICAL,PLUMBING, ELECTRICAL EQUIPMENT AND CEILING CONFIGURATION INDICATED ON DRAWINGS. WHERE NECESSARY SPRINKLER CONTRACTOR SHALL PROVIDE ADDITIONAL SPRINKLERS TO ASSURE REQUIRED DISCHARGE PATTERNS AROUND OBSTRUCTIONS AND DIFFERENT CEILING ELEVATIONS TO YIELD A PROPER DENSITY FOR THE DESIGNED HAZARD.
3. SPRINKLER LOCATIONS SHOWN ON THESE PLANS ARE SUGGESTED LOCATIONS FOR COORDINATION PURPOSES AND DO NOT RELIEVE THE SPRINKLER CONTRACTOR FROM PROVIDING NECESSARY SPRINKLER QUANTITIES AND LOCATIONS FOR A FULLY SPRINKLED BUILDING. LOCATIONS INDICATED SHALL BE FOLLOWED, AND SPRINKLER CONTRACTOR SHALL PROVIDE ADDITIONAL SPRINKLER LOCATIONS, QUANTITIES AND SPACING AS REQUIRED TO PROVIDE A FULLY SPRINKLED BUILDING ACCORDING TO REQUIREMENTS OF NFPA 13, STATE FIRE MARSHAL AND OTHER APPLICABLE CODES.
4. ALL PIPING, FITTINGS AND JOINTS IN SPRINKLER AND STANDPIPE SYSTEMS SHALL CONFORM TO NFPA 13 & 14, NON-METALLIC PIPE AND FITTINGS ARE UNACCEPTABLE.
5. VALVES WILL BE READILY ACCESSIBLE FROM A SAFE HEIGHT AND ARE TO BE CLEAR OF ALL OBSTRUCTIONS AND THEIR OPERATION SHALL NOT BE ENCUMBERED BY ANY DEVICE OR EQUIPMENT.
6. INSTALL ALL OVERHEAD HANGERS AND SUPPORTS PRIOR TO SPRAY FIREPROOFING OR DRYWALL CEILING.
7. PROTECT ELEVATOR MACHINE ROOMS AND ELEVATOR SHAFTS.
8. SPRINKLER SYSTEM ZONES ARE SHOWN ON DRAWINGS FOR COORDINATION PURPOSES. SPRINKLER CONTRACTOR SHALL FOLLOW ZONING AS CLOSELY AS POSSIBLE, AND SHALL REQUEST IN WRITING ANY VARIATION FROM INDICATED ZONING.
9. THE SPACE ABOVE THE CEILING IS LIMITED AND THE INSTALLATION OF WORK WILL BE TIGHT. DUE TO THIS, IT IS IMPORTANT THAT THE SPRINKLER CONTRACTOR SHALL COORDINATE THE INSTALLATION OF THEIR WORK WITH THE CEILING SYSTEM HEIGHT AND CONSTRUCTION THE STRUCTURAL SYSTEM, THE LIGHTING FIXTURES, THE SPRINKLER HEADS/MAINS AND THE PLUMBING PIPES. ROUTE PIPING AS HIGH AS POSSIBLE. MAINTAIN PROPER SERVICE ACCESS CLEARANCES. ACCURATE SHOP DRAWINGS SHALL BE SUBMITTED FOR APPROVAL PRIOR TO FIELD INSTALLATION.
10. THESE DRAWINGS ARE DIAGRAMMATIC IN NATURE AND MAY NOT SHOW EXACT ROUTING OR ALL REQUIRED OFFSETS, ACCESSORIES OR APPURTENANCES. CONTRACTOR SHALL PROVIDE AS REQUIRED TO INSTALL A COMPLETE AND COORDINATED JOB, INCLUDING ANY ADDITIONAL ITEMS REQUIRED TO MEET ACTUAL FIELD CONDITIONS AND EQUIPMENT SELECTED.
11. SPRINKLER PROTECTION FOR ELECTRICAL ROOMS, TELE/COM ROOMS AND ANY ASSOCIATED ROOM PRIMARILY WITH ELECTRICAL EQUIPMENT SHALL BE PROTECTED WITH SIDEWALL SPRINKLER HEADS. SPRINKLER PIPING SHALL NOT BE ROUTED OVERHEAD THROUGH ANY OF THESE ROOMS. STUB INTO ROOMS FOR SIDEWALL HEADS.
12. PROVIDE UPRIGHT SPRINKLER HEADS WITH HEAD GUARDS UNDER ALL EXPOSED DUCTWORK GREATER THAN 48" IN WIDTH.
13. WHERE ACOUSTICAL CEILING TILES ARE PROVIDED, ALL SPRINKLERS SHALL BE INSTALLED IN CENTER OF CEILING TILES +/- ½ INCH.
14. SPRINKLER CONTRACTOR SHALL HYDROSTATICALLY TEST ALL SPRINKLER AND STANDPIPE PIPING IN ACCORDANCE WITH NFPA 13 AND NFPA 14 REQUIREMENTS. NEW SPRINKLER AND STANDPIPE PIPING SHALL BE TESTED.
15. SPRINKLER CONTRACTOR SHALL PERFORM ANY FIRESTOPPING ASSOCIATED WITH HIS WORK. FIRESTOPPING REQUIREMENTS ARE INDICTATED IN DIVISION 07 SPECIFICATIONS.

ABBREVIATIONS

AFF	ABOVE FINISHED FLOOR
ARCH	ARCHITECTURAL
AVG	AVERAGE
BFP	BACKFLOW PREVENTER
BLDG	BUILDING
BOB	BOTTOM OF BEAM
BOP	BOTTOM OF PIPE
BV	BALL VALVE
CI	CAST IRON
CLG	CEILING
COL	COLUMN
CONC	CONCRETE
CONN	CONNECTION
CTR	CENTER
CV	CHECK VALVE
DCV	DOUBLE CHECK VALVE
DET	DETAIL
DIA	DIAMETER
DN	DOWN
DWG	DRAWING
E	EXISTING
EC	ELECTRICAL CONTRACTOR
ELEC	ELECTRICAL
ELEV	ELEVATION
EQUIP	EQUIPMENT
ETR	EXISTING TO REMAIN
F	FAHRENHEIT
FA	FIRE ALARM
FACP	FIRE ALARM CONTROL PANEL
FDC	FIRE DEPARTMENT CONNECTION
FFE	FINISHED FLOOR ELEVATION
FLR	FLOOR
GAL	GALLON
GPH	GALLONS PER HOUR
GPM	GALLONS PER MINUTE
GTV	GATE VALVE
HR	HOUR
HS	HOSE STATION
HYD	HYDRAULIC
ID	INSIDE DIAMETER
IE	INVERT ELEVATION
IN	INCHES
LF	LINEAR FOOT
MAX	MAXIMUM
MECH	MECHANICAL
MEZZ	MEZZANINE
MFR	MANUFACTURER
MIN	MINIMUM OR MINUTES
MISC	MISCELLANEOUS
NA	NOT APPLICABLE
NIC	NOT IN CONTRACT
NTS	NOT TO SCALE
OC	ON CENTER
OD	OUTSIDE DIAMETER
PBV	PRESSURE BALANCING VALVE
PC	PLUMBING CONTRACTOR
PG	PRESSURE GAUGE
PLBG	PLUMBING
POC	POINT OF CONNECTION
PP	POLYPROPYLENE
PRV	PRESSURE RELIEF VALVE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
PSIA	POUNDS PER INCH ABSOLUTE
PSIG	POUNDS PER SQUARE INCH GAUGE
PVC	POLYVINYL CHLORIDE
QTY	QUANTITY
RCP	RECIRCULATING PUMP
RPM	REVOLUTIONS PER MINUTE
RPZ	REDUCED PRESSURE ZONE VALVE
RV	RELIEF VALVE
SCH	SCHEDULE
SF	SQUARE FOOT
SP	STANDPIPE
SPEC	SPECIFICATION
STD	STANDARD
T&P	TEMPERATURE AND PRESSURE
TB	THRUST BLOCK
TEMP	TEMPERATURE
TOF	TOP OF FOOTING
TOP	TOP OF PIPE
TOS	TOP OF SLAB
TYP	TYPICAL
VIF	VERIFY IN FIELD

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PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

ISSUE:
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FIRE PROTECTION SYMBOLS, SCHEDULES, AND ABBREVIATIONS

SHEET NUMBER:
F-001

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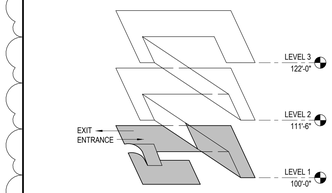
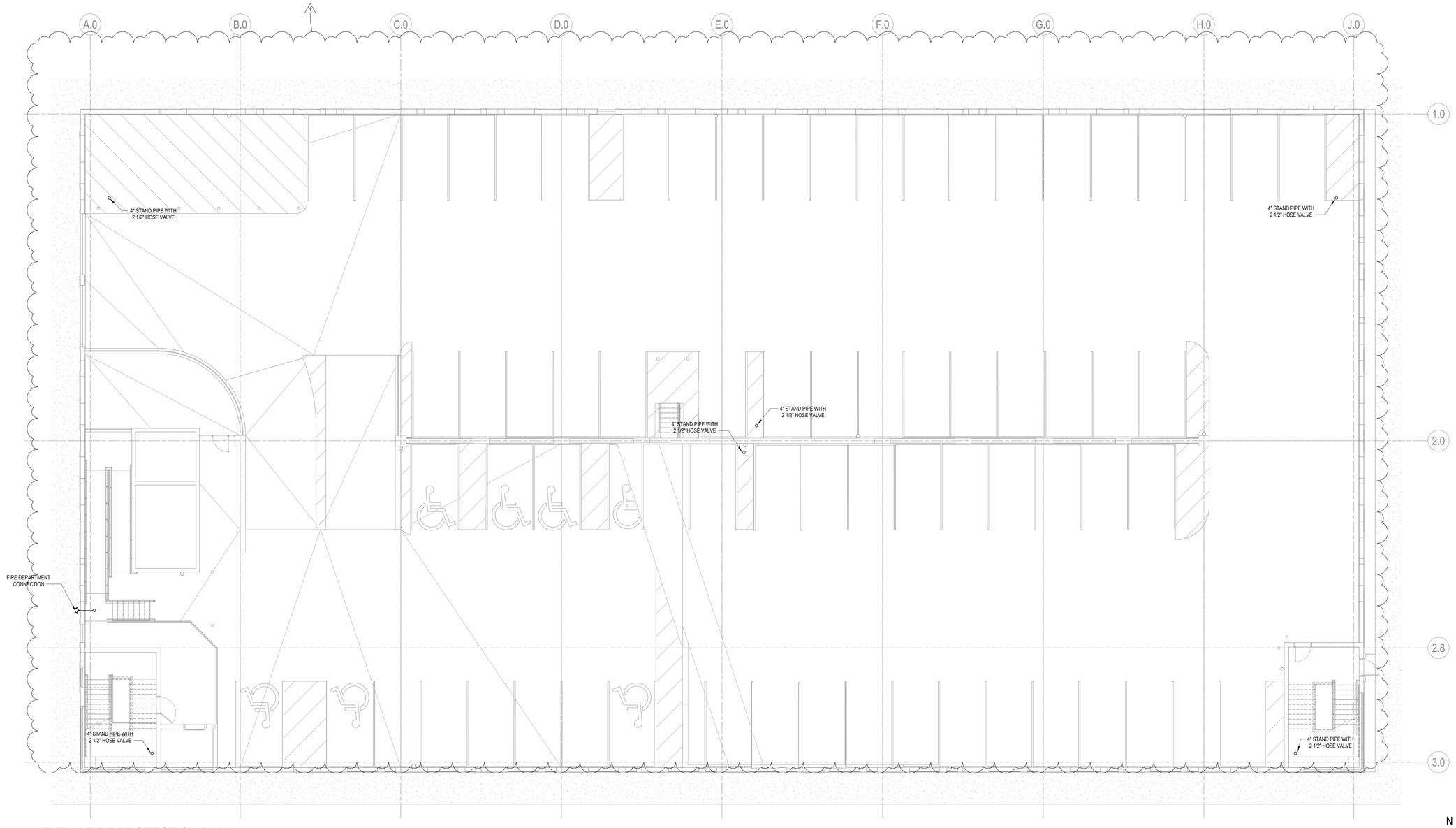
ISOMETRIC KEY PLAN





A1 LEVEL 1 FIRE PROTECTION PLAN

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LEVEL 1 FIRE PROTECTION PLAN

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F-101

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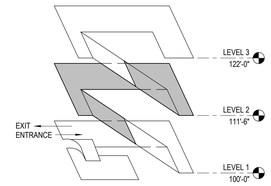

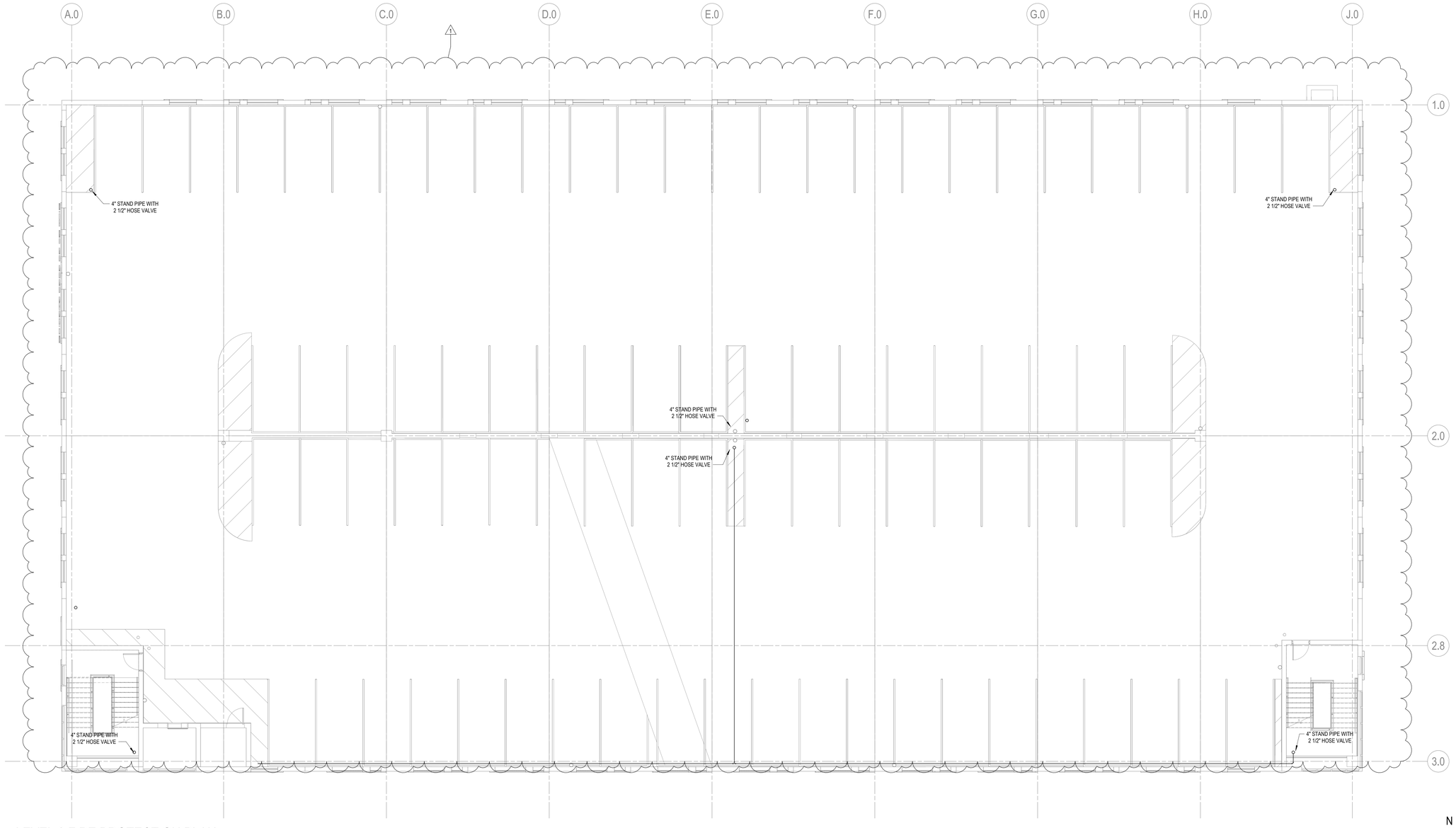

A1 LEVEL 2 FIRE PROTECTION PLAN

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250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

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LEVEL 2 FIRE PROTECTION PLAN

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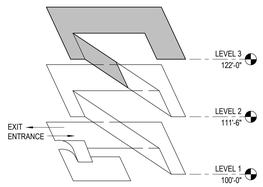

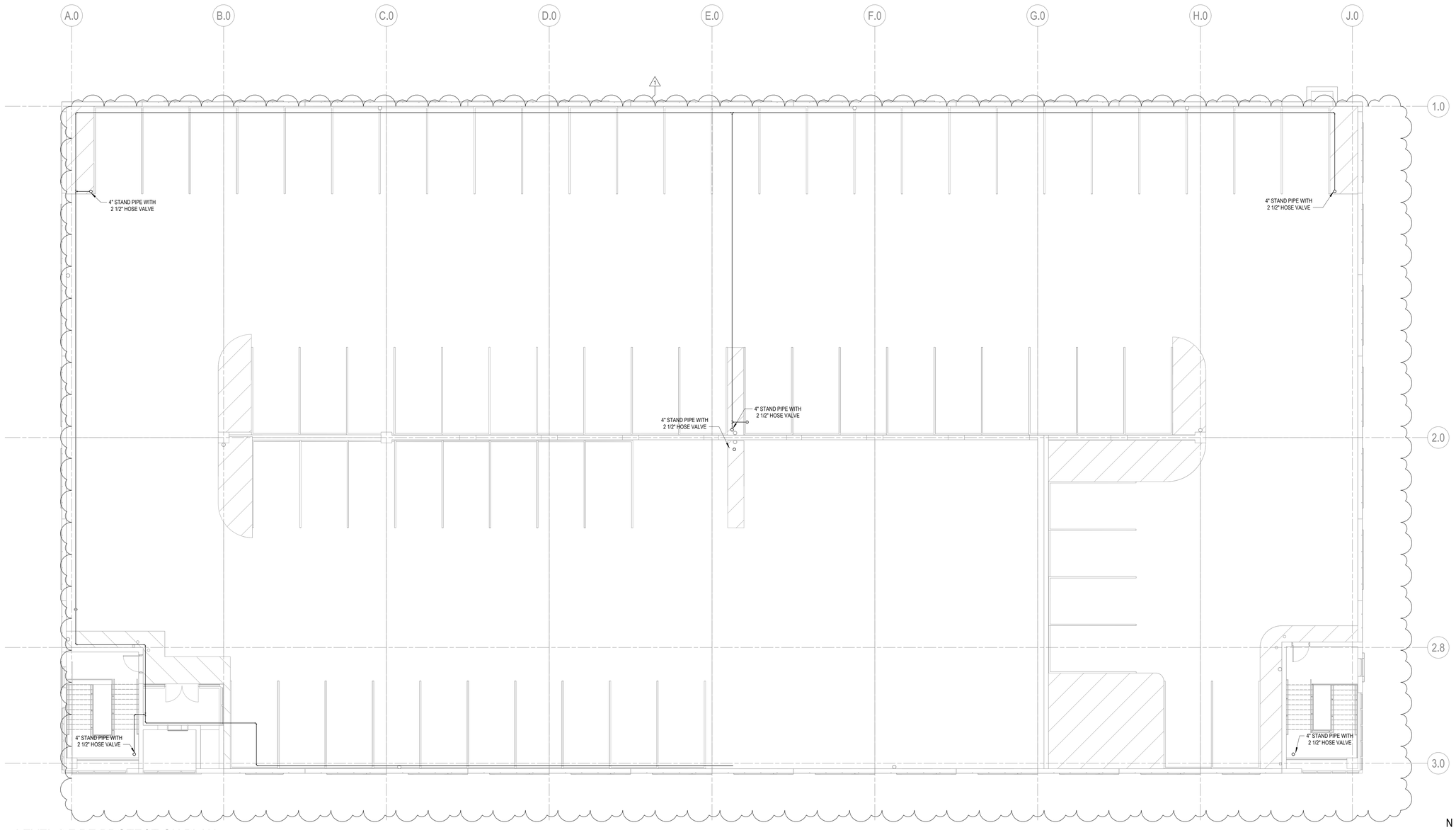

A1 LEVEL 3 FIRE PROTECTION PLAN

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PROJECT TITLE:
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250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

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LEVEL 3 FIRE PROTECTION PLAN

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SYSTEM ABBREVIATION LEGEND

WATER		**DRAINAGE**	
DCW	DOMESTIC COLD WATER	V	SANITARY VENT
DHW	DOMESTIC HOT WATER	SAN	SANITARY SEWER
DHWR	DOMESTIC HOT WATER RETURN	ST	STORM SEWER
DTW	DOMESTIC TEMPERED WATER (80 °F)	PV	PROCESS VENT
DTWR	DOMESTIC TEMPERED WATER RETURN	PSAN	PROCESS SANITARY
PCW	PROCESS COLD WATER (SOFTENED)	GW	GREASE WASTE
PHW	PROCESS HOT WATER (SOFTENED)	**REFERENCE**	
PHWR	PROCESS HOT WATER RETURN (SOFTENED)		DEMOLISHED
ROCW	REVERSED OSMOSIS / DEIONIZED COLD WATER		EXISTING
ROHW	REVERSED OSMOSIS / DEIONIZED HOT WATER		NEW

SYMBOL LEGEND

SYSTEM

- ANGLE VALVE (AV)
- AQUASTAT
- BACKFLOW PREVENTER (BFP or RPZ)
- BALANCING VALVE (BV)
- BALL VALVE
- BRANCH, BOTTOM CONNECTION
- BRANCH, TOP CONNECTION
- BUTTERFLY VALVE (BFV)
- CAP ON END OF PIPE
- CHECK VALVE (CV)
- CO — CLEANOUT PLUG (CO)
- DRAIN WITH P-TRAP
- FLOOR CLEANOUT (FCO)
- FLOOR DRAIN
- FLOOR SINK
- FLOW DIRECTION ARROW
- FLOW SWITCH (FS)
- GATE VALVE (GV)
- GLOBE VALVE (GLV)
- HOSE BIBB OR WALL HYDRANT
- HUB DRAIN
- PRESSURE GAUGE WITH VALVE (PG)
- ### PSI — PRESSURE-REDUCING VALVE (PRV)
- PS — PRESSURE SWITCH (PS)
- RECIRCULATION PUMP
- RISER DOWN (ELBOW)
- RISER UP (ELBOW)
- ROOF DRAIN
- SANITARY TEE
- STRAINER
- TEE BRANCH
- T — TEMPERATURE TRANSMITTER
- THERMOMETER
- THERMOSTATIC MIXING VALVE
- UNION (SCREWED)
- X" WCO — WALL CLEANOUT WITH SIZE (WCO)
- "A" — WATER HAMMER ARRESTER (WHA) WITH PDI SIZING
- M — WATER METER (WM)
- WYE & 1/8TH BEND

REFERENCE

- N — NORTH INDICATOR
- TOC 100'-0" — ELEVATION INDICATOR
- POINT OF CONNECTION (POC)
- POINT OF DISCONNECTION
- # — KEYNOTE INDICATOR
- TAG — PIPE TAG
- REVISION CLOUD
- 1 — REVISION INDICATOR
- # / #### — VIEW CALLOUT
- 1 / A101 — SECTION VIEW INDICATOR

VIEW LOCATION LEGEND

D1	D2	D3	D4	D5	D6
C1	C2	C3	C4	C5	C6
B1	B2	B3	B4	B5	B6
A1	A2	A3	A4	A5	A6

PLUMBING SHEET INDEX

P-001	PLUMBING SYMBOLS & ABBREVIATIONS
P-100	BELOW SLAB PLUMBING PLAN
P-101	LEVEL 1 PLUMBING PLAN
P-102	LEVEL 2 PLUMBING PLAN
P-103	LEVEL 3 PLUMBING PLAN
P-501	PLUMBING SCHEDULES & DETAILS
P-901	PLUMBING ISOMETRICS

PLUMBING INSULATION SCHEDULE

NOTES:
1. ONLY WITHIN 10' OF A ROOF PENETRATION.
2. AS INDICATED ON PLUMBING DRAWINGS.
3. WHERE APPLICABLE, VALVES SHOULD HAVE EXTENDED HANDLES SO AS TO NOT DAMAGE INSULATION.
4. SEE FIXTURE SCHEDULE FOR LOCATIONS WHERE P-TRAP, STOP, AND SUPPLIES REQUIRE PROTECTION.
5. THE FIRST 20 FEET OF THE CONDENSATE DRAIN PIPING

SERVICE	PIPE SIZE	INSULATION THICKNESS	NOTES
DOMESTIC HOT WATER PIPING	2" AND UNDER	1"	
DOMESTIC HOT WATER PIPING	3" AND OVER	1-1/2"	
DOMESTIC HOT WATER RETURN PIPING	ALL	1"	
DOMESTIC TEMPERED WATER PIPING	2" AND UNDER	1 1/2"	
DOMESTIC TEMPERED WATER PIPING	3" AND OVER		
DOMESTIC COLD WATER PIPING	ALL	1"	
NON-POTABLE COLD WATER PIPING	ALL	1"	
ROOF DRAIN BODIES	ALL	1"	
EMERGENCY OVERFLOW STORM PIPING	ALL	1"	1
VENT PIPING	ALL	1/2"	1
SANITARY	ALL	1/2"	2
CLEAR WATER CONDENSATE	ALL	1/2"	5
CLEAR WATER VENT	ALL	1/2"	1
DOMESTIC HOT WATER STORAGE TANK	ALL	1"	
BELOW SINK AND LAVATORIES	ALL		4

DESIGN CRITERIA

WATER SUPPLY INFORMATION

HYDRANT AT:
STATIC =
RESIDUAL =
DATE =
FLOW TEST BY:

APPLICABLE CODES

1. CURRENT WISCONSIN PLUMBING CODE
2. 2015 INTERNATIONAL BUILDING CODE WITH LOCAL AMENDMENTS
3. 2019 ASME A17.1 SAFETY CODE FOR ELEVATORS AND ESCALATORS

GENERAL NOTES

1. REFERENCE THE SPECIFICATIONS FOR MATERIAL AND EQUIPMENT INSTALLATION STANDARDS.
2. VERIFY ALL MEASUREMENTS, PIPE SIZES, PIPE LOCATIONS, ELEVATIONS, ETC. AT SITES.
3. THE PLUMBING INSTALLATION SHALL COMPLY WITH ALL STATE AND LOCAL CODES.
4. INVERT ELEVATIONS IN THIS SET ARE REFERENCED TO BUILDING FIRST FLOOR DATUM.
5. DRAWINGS OF ALL OTHER TRADES SHALL BE REVIEWED. COORDINATE THE INSTALLATION AND SCHEDULING OF THE WORK WITH OTHER TRADES TO PREVENT INTERFERENCE WITH THEIR RESPECTIVE INSTALLATION.
6. PIPE ROUTING SHOWN IS DIAGRAMMATIC AND IS NOT INTENDED TO INDICATE EXACT ROUTING. CONTRACTOR SHALL PROVIDE ANY ADDITIONAL OFFSETS AND FITTINGS REQUIRED FOR PROPER INSTALLATION AND TO MAINTAIN CLEARANCES. VERIFY STRUCTURAL, MECHANICAL AND ELECTRICAL INSTALLATIONS AND OTHER POTENTIAL OBSTRUCTIONS AND ROUTE PIPING TO AVOID INTERFERENCES.
7. PROVIDE ALL OFFSETS AND FITTINGS AND MAKE CONNECTION TO SITE UTILITIES.
8. CONFLICT BETWEEN DRAWINGS AND SPECIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO BID OPENING. THE ENGINEER RESERVES THE RIGHT TO FINAL DECISION.
9. PROVIDE ACCESS PANELS FOR ALL VALVES CONCEALED IN WALLS OR ABOVE NON-ACCESSIBLE CEILINGS.
10. SLEEVE AND/OR FIRESTOP ALL PENETRATIONS THROUGH RATED WALLS, CEILINGS, AND FLOORS WITH U/L LISTED ASSEMBLIES. FIRESTOP ASSEMBLIES SHALL BE EQUAL TO OR EXCEED THE RATING OF THE WALL, CEILING OR FLOOR. SEE ARCHITECTURAL DRAWINGS FOR FINAL FINISHES.
11. FLASH AND COUNTER-FLASH ROOF PENETRATIONS.
12. PROVIDE FOUNDATION PAD PENETRATION SLEEVES. ALLOW 1" MINIMUM CLEARANCE BETWEEN SLEEVE INSIDE SURFACE AND PIPE EXTERIOR.
13. SEE ARCHITECTURAL DRAWINGS FOR FIXTURE LOCATIONS AND MOUNTING HEIGHTS.
14. PROVIDE AN AIR GAP, WHEN REQUIRED BY CODE, SERVING INDIVIDUAL FIXTURES, DEVICES, APPLIANCES AND APPARATUS.
15. ALL EXPOSED PIPE AND FITTINGS IN FINISHED AREAS SHALL BE CHROME PLATED.
16. PROVIDE CLEANOUTS IN ACCORDANCE WITH ALL STATE AND LOCAL CODES. INSTALL CLEANOUTS WITH COVER FLUSH TO FINISH SURFACE.
17. COORDINATE EXACT FLOOR DRAIN LOCATIONS WITH ARCHITECTURAL DRAWINGS. SET FLOOR DRAINS BELOW FINISHED FLOOR TO ALLOW FOR FLOOR SLOPING TO THE DRAIN.
18. IT IS THE INTENT OF THESE DRAWINGS THAT A COMPLETE WORKING SYSTEM PROPERLY TESTED, WILL BE OPERATIONAL UPON COMPLETION OF INSTALLATION.
19. COORDINATE PIPING WITH ALL ELECTRICAL EQUIPMENT (PANELS, TRANSFORMERS, ETC.) PRIOR TO ANY INSTALLATION. DO NOT ROUTE ANY PIPING OVER ANY ELECTRICAL PANELS UNDER ANY CIRCUMSTANCES. ANY PIPING RUN OVER PANELS SHALL BE RE-ROUTED AT NO ADDITIONAL COST.
20. PROVIDE SANITARY WASTE, VENT, DOMESTIC WATER, ETC. ROUGH-IN AND MAKE FINAL CONNECTIONS (TO INCLUDE PROVIDING ALL NECESSARY RELATED STOPS, VALVES, TRAPS, ETC. AND MAKE READY FOR USE) TO ALL EQUIPMENT, WHETHER FURNISHED BY THIS CONTRACTOR OR FURNISHED BY OTHERS.
21. UNLESS NOTED OTHERWISE, ALL PIPING 3" AND LARGER SHALL BE INSTALLED AT A SLOPE OF 1/8" PER FOOT AND PIPING 2" AND SMALLER AT 1/4" PER FOOT.

ABBREVIATIONS

AD	AREA DRAIN
AFF	ABOVE FINISHED FLOOR
AFG	ABOVE FINISHED GRADE
AHJ	AUTHORITY HAVING JURISDICTION
ANB	ACID NEUTRALIZING BASIN
AP	ACCESS PANEL
ARCH	ARCHITECTURAL
B/S	BELOW SLAB
BFP	BACKFLOW PREVENTER
BLDG	BUILDING
BOP	BOTTOM OF PIPE
BOT	BOTTOM
BV	BALL VALVE
BWV	BACKWATER VALVE
CLG	CEILING
CO	CLEANOUT
COL	COLUMN
CONC	CONCRETE
CONN	CONNECTION
CPVC	CHLORINATED POLYVINYL CHLORIDE
CTR	CENTER
CU	COPPER
CV	CHECK VALVE
DCV	DOUBLE CHECK VALVE
DCW	DOMESTIC COLD WATER
DD	DECK DRAIN
DET	DETAIL
DF	DRINKING FOUNTAIN
DFU	DRAINAGE FIXTURE UNITS
DHW	DOMESTIC HOT WATER
DHWR	DOMESTIC HOT WATER RETURN
DI	DEIONIZED WATER
DIA	DIAMETER
DN	DOWN
DS	DOWNSPOUT
DT	DRAIN TILE
DTW	DOMESTIC TEMPERED WATER
DV	DRAIN VALVE
DW	DISHWASHER
DWG	DRAWING
DWH	DOMESTIC WATER HEATER
E/EX	EXISTING
EEW	EMERGENCY EYE WASH
ELEV	ELEVATION
ESEW	EMERGENCY SHOWER / EYE WASH STATION
EQUIP	EQUIPMENT
EXT	EXPANSION TANK
EWC	ELECTRIC WATER COOLER
EWH	ELECTRIC WATER HEATER
F	FAHRENHEIT
FCO	FLOOR CLEANOUT
FD	FLOOR DRAIN
FDC	FIRE DEPARTMENT CONNECTION
FH	FUME HOOD
FS	FLOOR SINK
FT	FEET
FU	FIXTURE UNITS
FV	FLUSH VALVE
GAL	GALLON
GCO	GRADE OR GROUND CLEANOUT
GI	GREASE INTERCEPTOR
GPH	GALLONS PER HOUR
GPM	GALLONS PER MINUTE
GV	GATE VALVE
GW	GREASE WASTE
HB	HOSE BIBB
HD	HUB DRAIN
HR	HOSE REEL
HS	HOSE STATION
HYD	HYDRAULIC
HX	HEAT EXCHANGER
ID	INSIDE DIAMETER
IE	INVERT ELEVATION
IM	ICE MACHINE
IN	INCHES
INSUL	INSULATION
IW	INDIRECT WASTE
K	KITCHEN
KW	KITCHEN WASTE
L	LAVATORY
LS	LAB SINK
LT	LAUNDRY TUB
LW	LAUNDRY WASTE OR LAB WASTE
M	METER
MAX	MAXIMUM
MB	MOP BASIN
MECH	MECHANICAL
MEZZ	MEZZANINE
MFR	MANUFACTURER
MH	MANHOLE
MIN	MINIMUM OR MINUTES
MISC	MISCELLANEOUS
NA	NOT APPLICABLE
N.C.	NORMALLY CLOSED
NIC	NOT IN CONTRACT
NO	NUMBER
N.O.	NORMALLY OPEN
NPCW	NON POTABLE COLD WATER
NPHW	NON POTABLE HOT WATER
NPHWR	NON POTABLE HOT WATER RETURN
NPS	NOMINAL PIPE SIZE
NTS	NOT TO SCALE
OC	ON CENTER
OD	OUTSIDE DIAMETER
OI	OIL INTERCEPTOR
ORD	OVERFLOW ROOF DRAIN
OS&Y	OUTSIDE SCREW AND YOKE
PBV	PRESSURE BALANCING VALVE
PC	PLUMBING CONTRACTOR
PG	PRESSURE GAUGE
PH	PHASE
PIV	POST INDICATOR VALVE
PLBG	PLUMBING
POC	POINT OF CONNECTION
PRV	PRESSURE RELIEF VALVE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
PSIA	POUNDS PER SQUARE INCH ABSOLUTE
PSIG	POUNDS PER SQUARE INCH GAUGE
PVC	POLYVINYL CHLORIDE
QTY	QUANTITY
RCP	RECIRCULATION PUMP
RD	ROOF DRAIN
RH	ROOF HYDRANT
RI	ROUGH-IN
RO	REVERSE OSMOSIS
RPM	REVOLUTIONS PER MINUTE
RPZ	REDUCED PRESSURE ZONE VALE
RV	RELIEF VALVE
S	SINK
SAN	SANITARY PIPING
SCH	SCHEDULE
SE	SEWAGE EJECTOR
SF	SQUARE FOOT
SH	SHOWER
SL	SLOPE
SP	SUMP PUMP
SPEC	SPECIFICATION
SS	SERVICE SINK
STD	STANDARD
STM	STORM PIPING
T&P	TEMPERATURE AND PRESSURE
TD	TRENCH DRAIN
TEMP	TEMPERATURE
TH	THERMOMETER
TMV	THERMOSTATIC MIXING VALVE
TOF	TOP OF FOOTING
TOP	TOP OF PIPE
TOS	TOP OF SLAB
TYP	TYPICAL
U / UR	URINAL
V	VENT
VIF	VERIFY IN FIELD
VTR	VENT THROUGH ROOF
W	WASTE
WHA	WATER HAMMER ARRESTOR
WH	WALL HYDRANT
WCO	WALL CLEANOUT
WC	WATER CLOSET
WF	WASH FOUNTAIN
WM	WASHING MACHINE
WOB	WALL OUTLET BOX
WSFU	WATER SUPPLY FIXTURE UNITS
WTR	WATER
YH	YARD HYDRANT

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CITY OF DE PERE

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DE PERE PARKING FACILITY

250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	LEM
CHECKED BY:	JLC
APPROVED BY:	JLC
SCALE:	AS NOTED

SHEET TITLE:
PLUMBING SYMBOLS & ABBREVIATIONS

SHEET NUMBER:
P-001

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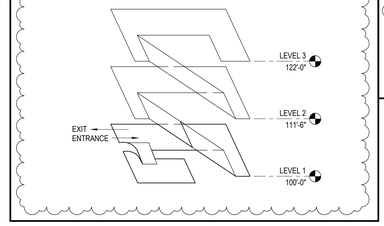
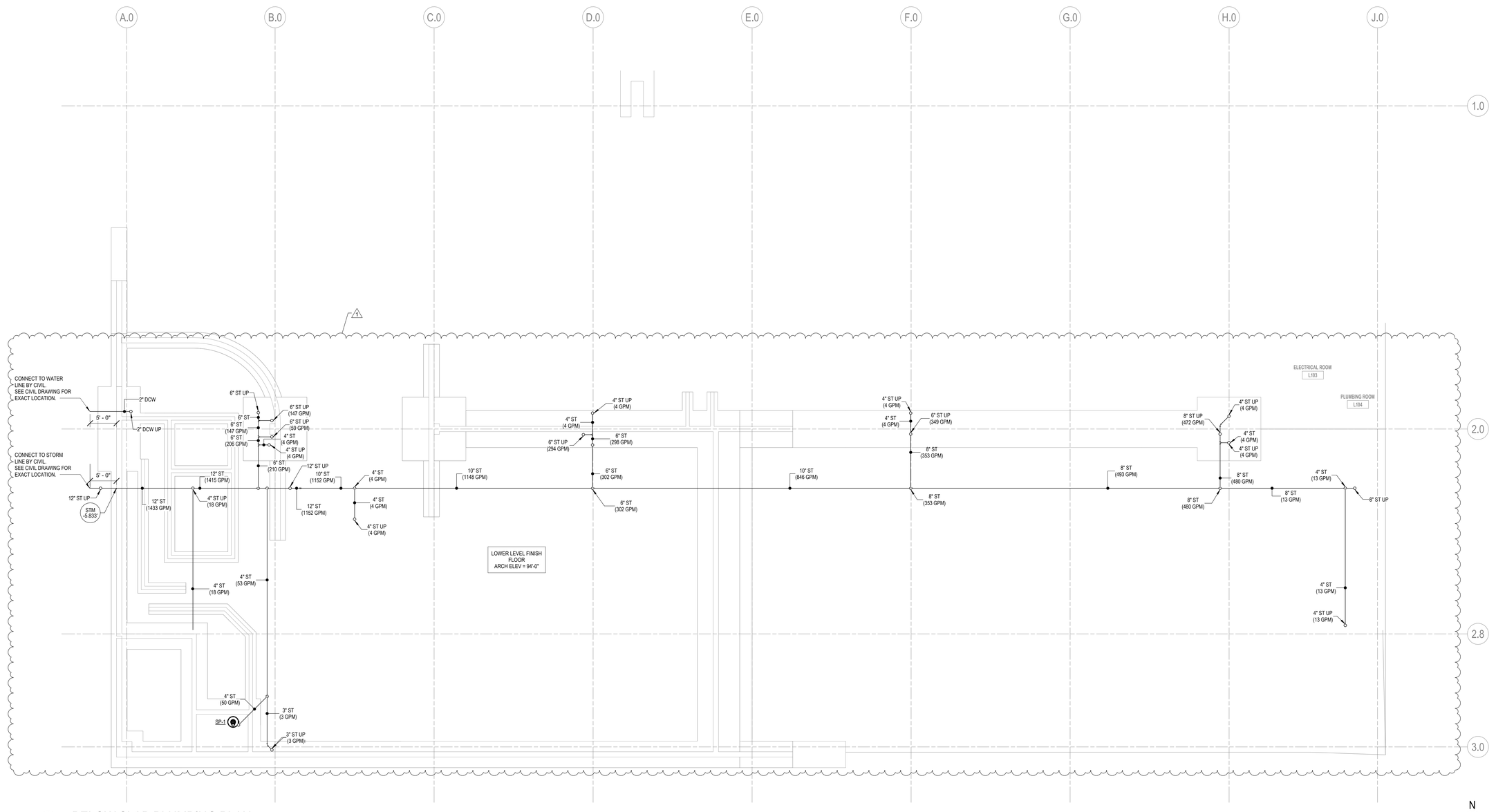
ISOMETRIC KEY PLAN



SHEET KEYNOTES

01 PROVIDE CLEANOUT IN BASE OF VERTICAL RISER APPROXIMATELY 24" ABOVE FINISHED FLOOR.



A1 BELOW SLAB PLUMBING PLAN

1/8" = 1'-0"

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APPROVED BY:	JLC
SCALE:	AS NOTED

SHEET TITLE:

BELOW SLAB PLUMBING PLAN

SHEET NUMBER:

P-100

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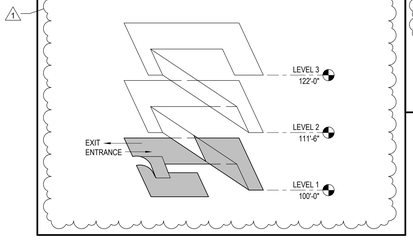

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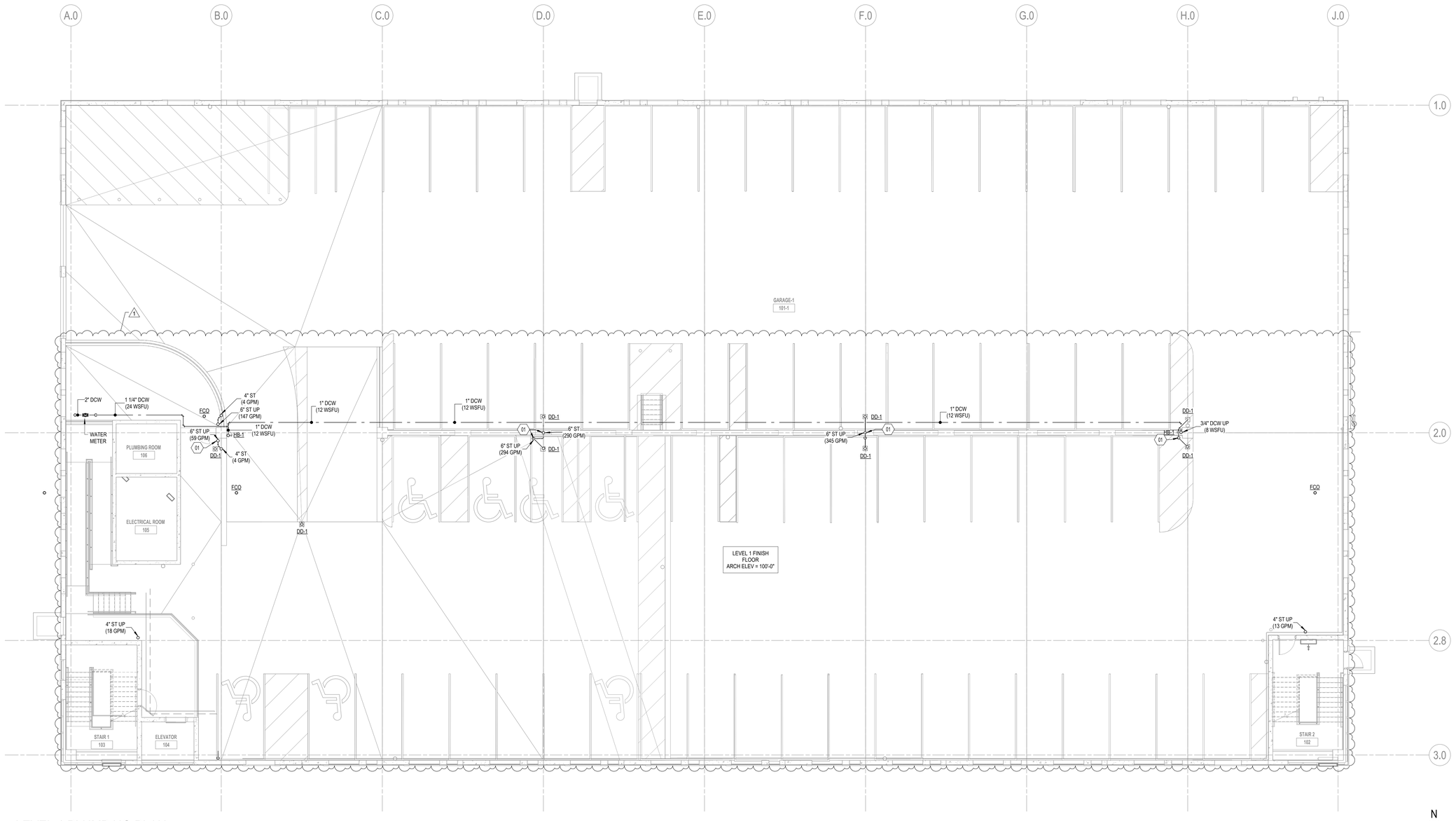

A1 LEVEL 1 PLUMBING PLAN

1/8" = 1'-0"

N

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LEVEL 1 PLUMBING PLAN

SHEET NUMBER:

P-101

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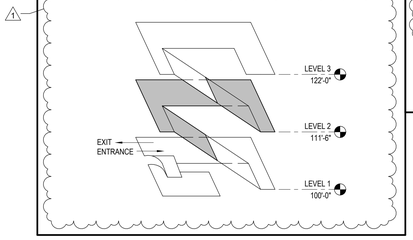

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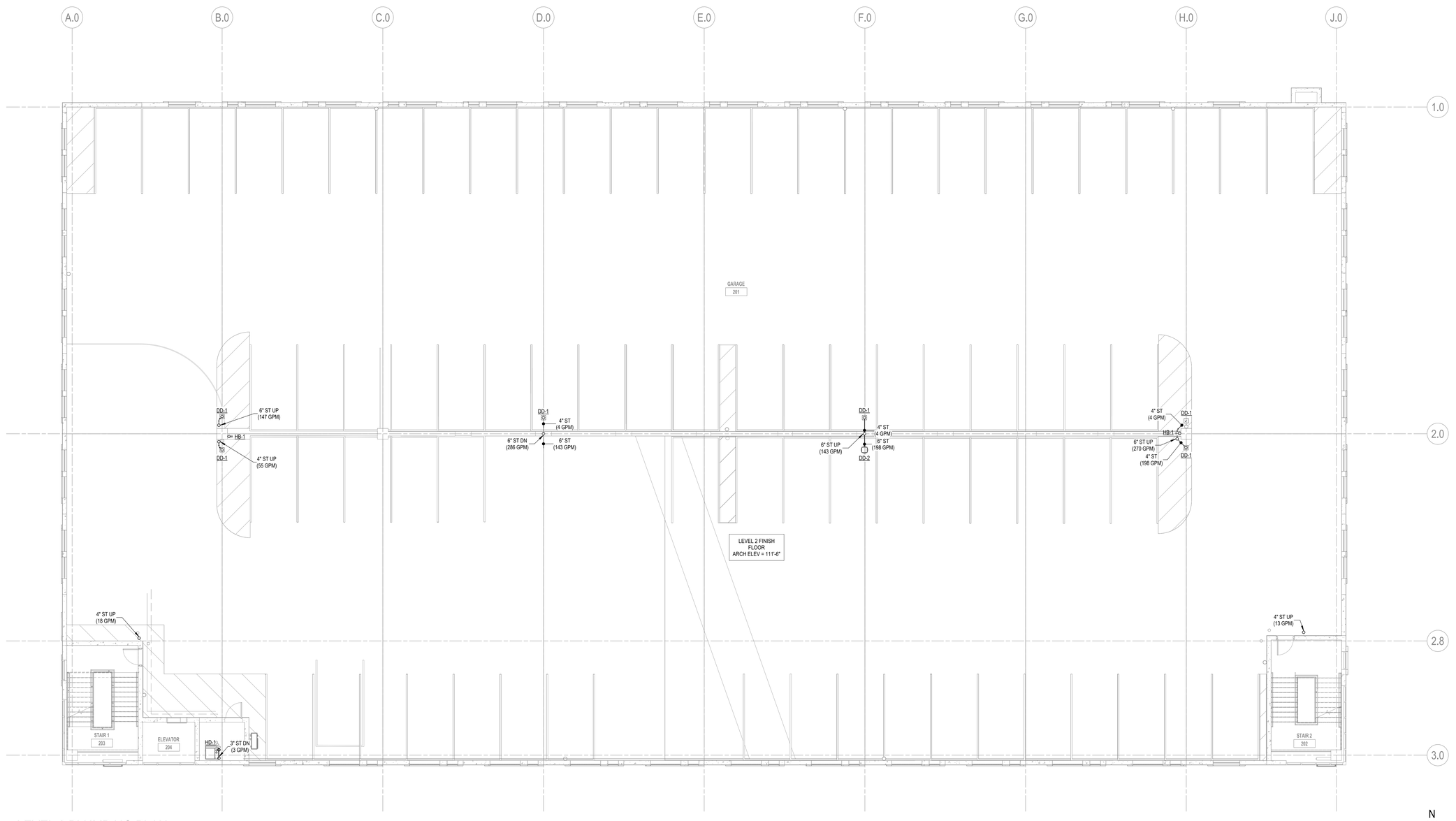

A1 LEVEL 2 PLUMBING PLAN

1/8" = 1'-0"

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LEVEL 2 PLUMBING PLAN

SHEET NUMBER:

P-102

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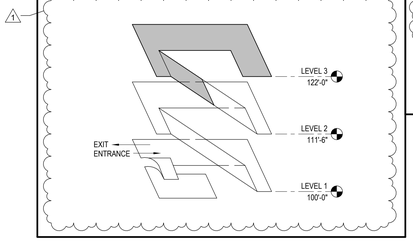

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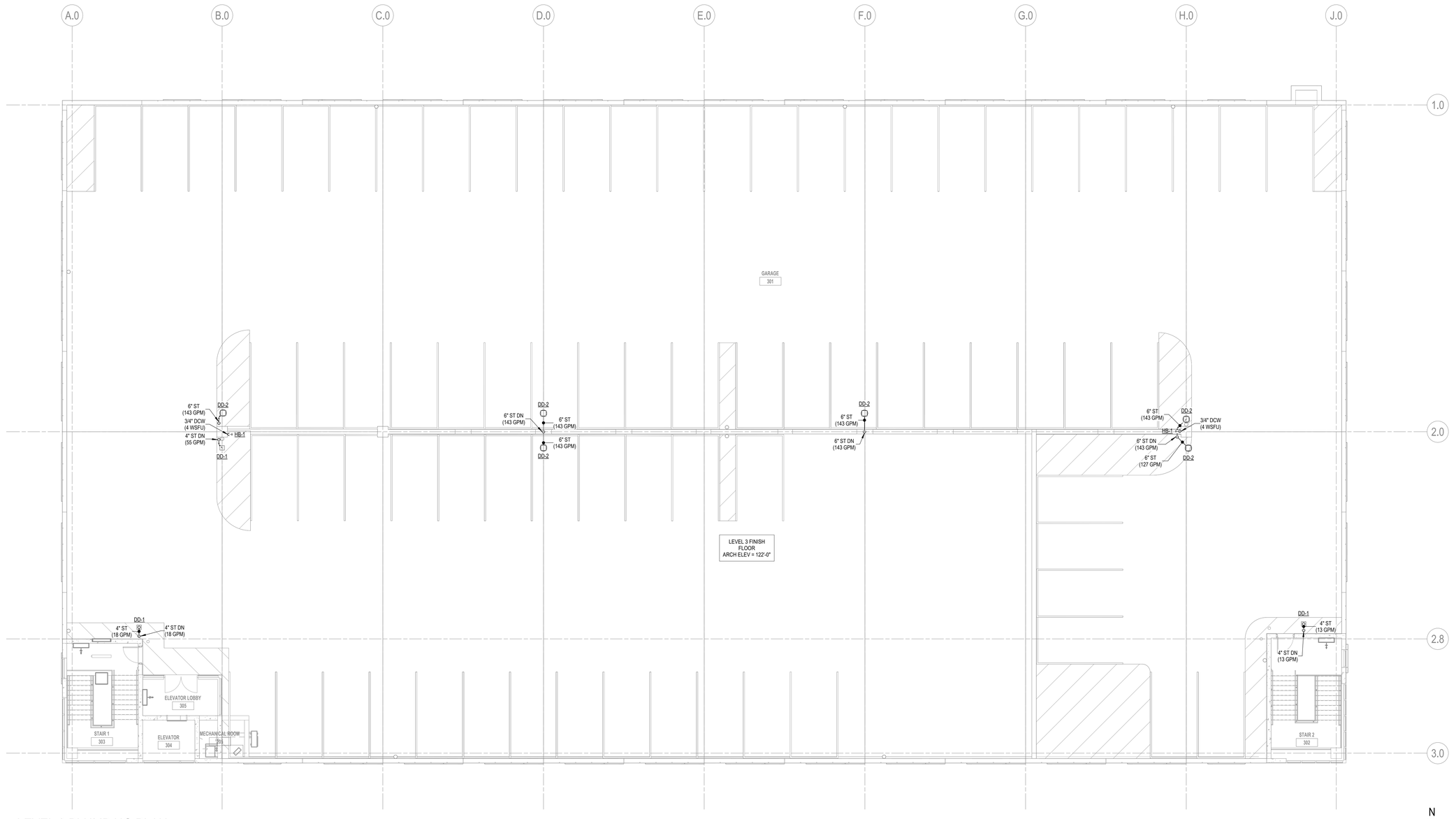

A1 LEVEL 3 PLUMBING PLAN

1/8" = 1'-0"

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LEVEL 3 PLUMBING PLAN

SHEET NUMBER:

P-103

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PLUMBING DRAIN AND CLEANOUT SCHEDULE

NOTES:
1. SQUARE TOP HEAVY-DUTY DRAIN, OVEN CURED ACID RESISTANCE EPOXY COATED ALUMINUM BODY WITH BOTTOM OUTLET, TOP MEMBRANE CLAMPING COLLAR, ANTIPONDING SLOTS, SEDIMENT BUCKET.

TAG	MANUFACTURER	MODEL NO.	SERVICE	BODY MATERIAL	STRAINER		OUTLET SIZE [IN]	DESCRIPTION	NOTES
					SIZE [IN]	FINISH			
DD-1	ZURN	Z535	P-Storm	CAST IRON	12	CAST IRON	4"	SQUARE DECK DRAIN	1
DD-2	ZURN	Z535	P-Storm	CAST IRON	12	CAST IRON	6"	SQUARE DECK DRAIN	1
FCO	ZURN	Z1400-BP	P-Storm	CAST IRON			VARIES	FLOOR CLEAN OUT	
HD-1	MIFAB	F1100-DD	P-Storm	CAST IRON	N/A	N/A	3"	HUB DRAIN	

PLUMBING FIXTURE SCHEDULE

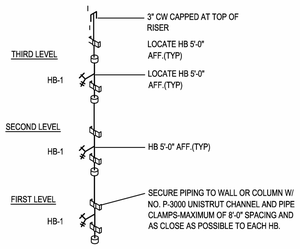
NOTES:
1. HOSE BIBB WITH WHEEL HANDLE AND VACUUM BREAKER

TAG	FIXTURE TYPE	FIXTURE		FAUCET/VALVE FLOW RATE (GPM)	ROUGH-IN SIZE	FIXTURE UNIT COUNT		NOTES	TAG
		MANUFACTURER	MODEL		DCW	DCW	TOTAL		
HB-1	HOSE BIBB	WATTS	SC8-6		3/4"	4	4	1	HB-1

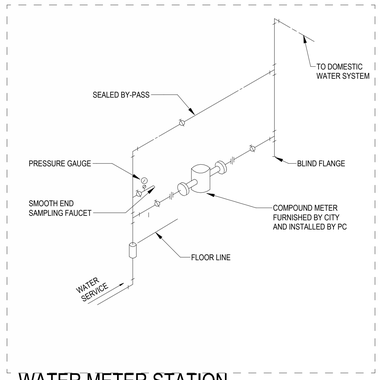
PLUMBING PUMP SCHEDULE

NOTES	
1	ELEVATOR SUMP PUMP WITH OIL MINDER CONTROL SYSTEM. SIMPLEX PUMP, SINGLE MECHANICAL SEAL, CAST IRON CONSTRUCTION, STAINLESS STEEL SHAFT. 20 FOOT POWER CORD.

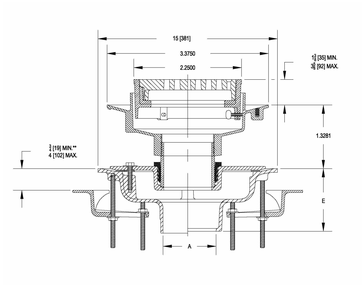
TAG	MANUFACTURER	MODEL	TYPE	GPM	HP	HEAD (FEET)	ELECTRICAL REQUIREMENTS		NOTES
							VOLTAGE	PHASE	
SP-1	STANCOR	SE50		50	.5	14	208	3	1



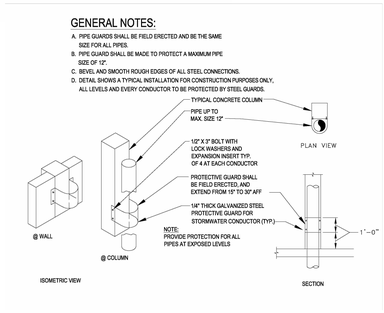
C1 TYPICAL HOSE BIB RISER
NTS



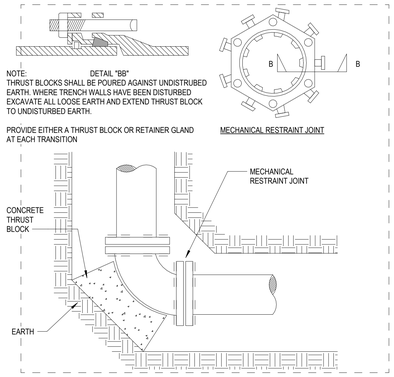
C2 WATER METER STATION
NTS



B1 DECK DRAIN
NTS



B2 PIPE PARKING GUARD DETAIL
NTS



B3 THRUST BLOCK
NTS

TABLE A-1
AREA OF BEARING FACE OF CONCRETE THRUST BLOCKS

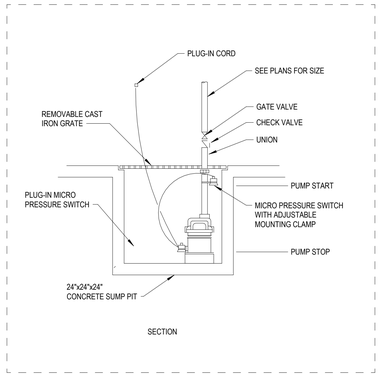
PIPE SIZE IN.	1/4 BEND SQ. FT.	M²	1/8 BEND SQ. FT.	M²	TEES, PLUG, CAPS AND HYDRANTS SQ. FT.	M²
4	2	0.19	2	0.19	2	0.19
6	5	0.46	3	0.28	4	0.37
8	8	0.74	5	0.46	6	0.56
10	13	1.21	7	0.65	9	0.84
12	18	1.67	10	0.93	13	1.21
14	25	2.32	14	1.30	18	1.67
16	32	2.97	18	1.67	23	2.14

AREAS IN TABLE HAVE BEEN DERIVED USING A WATER PRESSURE OF 225 POUNDS PER SQUARE INCH (15.5 BARS) AND A SOIL RESISTANCE OF 2000 POUNDS PER SQUARE FOOT(1.0 BARS).

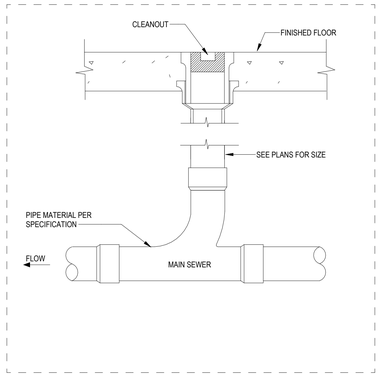
TABLE A-2
THRUST AT FITTINGS OF 225 PSI WATER PRESSURE

NOM. PIPE DIA. IN.	DEAD END	90 DEGREE BEND	45 DEGREE BEND	22 1/4 DEGREE BEND	11 1/4 DEGREE BEND
4	4072.50	5757.75	3116.25	1588.50	798.75
6	8412.75	11898.00	6439.50	3282.75	1649.25
8	14474.25	20468.25	11076.75	5647.50	2837.25
10	21773.25	30791.25	16663.50	8496.00	4268.25
12	30791.25	43544.25	23566.50	12015.00	6036.75
14	41366.25	58502.25	31662.00	16141.50	8109.00
16	53502.75	75663.00	40947.75	20875.50	10487.25

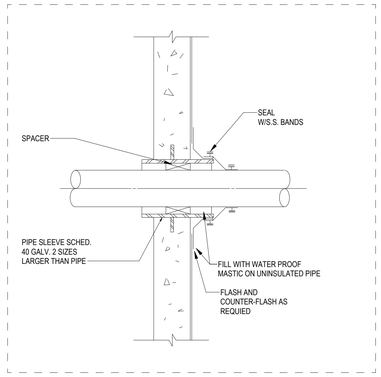
B4 THRUST BLOCK TABLES
NTS



A1 ELEVATOR PIT SUMP PUMP
NTS



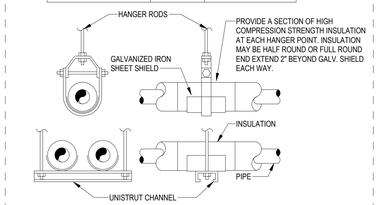
A2 FLOOR CLEANOUT
NTS



A3 PIPE PENETRATION
NTS

MINIMUM DIMENSIONS OF GALVANIZED SHEETMETAL PROTECTION SHIELDS AT PIPE HANGERS SHIELD STRENGTH

NOMINAL SIZE PIPE	(IN.)	GUAGE THICKNESS
1/2" & 3/4"	12	18
1" - 2-1/2"	12	18
3" - 4"	16	18
6"	18	16



A4 HANGER FOR WATER PIPING
NTS

GRAEF
275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500
www.graef-usa.com

CLIENT:
DE PERE
CITY OF DE PERE

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

ISSUE:
PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	LM
CHECKED BY:	JLC
APPROVED BY:	JLC
SCALE:	AS NOTED

SHEET TITLE:
PLUMBING SCHEDULES & DETAILS

SHEET NUMBER:
P-501

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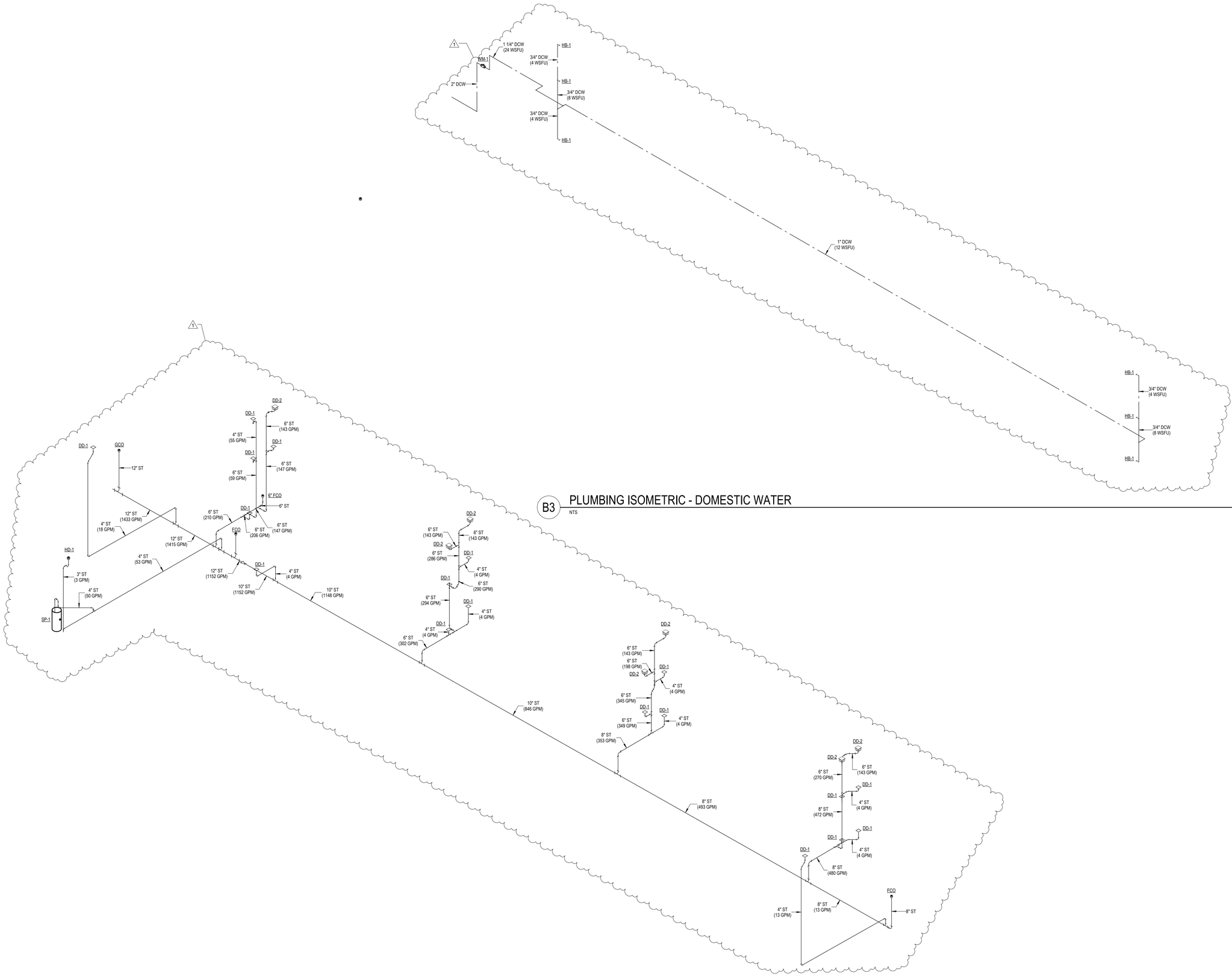

B3 PLUMBING ISOMETRIC - DOMESTIC WATER

NTS

A1 PLUMBING ISOMETRIC - STORM

GRAEF
275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500

www.graef-usa.com

CLIENT:

DE PERE

CITY OF DE PERE

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET, DE PERE, WISCONSIN 54115

ISSUE:

1	08/01/2025	ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	LM
CHECKED BY:	JLC
APPROVED BY:	JLC
SCALE:	AS NOTED

SHEET TITLE:

PLUMBING ISOMETRICS

SHEET NUMBER:

P-901

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SYMBOL LEGEND

PIPING, VALVES, & SPECIALTIES

- BALANCING VALVE
- BALL VALVE
- BUTTERFLY VALVE
- BUTTERFLY VALVE WITH ACTUATOR
- CHECK VALVE
- DRAIN VALVE WITH CAPPED END
- GATE VALVE
- GLOBE VALVE
- ISOLATION (SHUTOFF) VALVE
- PIPE STRAINER
- PRESSURE REDUCING VALVE
- PRESSURE RELIEF VALVE
- PUMP
- TRIPLE DUTY VALVE
- 2-WAY CONTROL VALVE
- 3-WAY CONTROL VALVE
- CAPPED PIPE
- FLOW SENSOR
- PIPE ELBOW DOWN
- PIPE ELBOW UP
- PIPE TEE DOWN
- PIPE TEE UP
- PIPE UNION
- AUTOMATIC AIR VENT
- MANUAL AIR VENT
- BALL JOINT
- EXPANSION JOINT
- FLEX CONNECTION
- FLOW METER
- FLOW SWITCH
- PETES PLUG
- PRESSURE GAUGE
- PRESSURE SWITCH
- STEAM TRAP (XX)
  IB = INVERTED BUCKET
  T = THERMOSTATIC
  T&B = FLOAT AND THERMOSTATIC
- THERMOMETER
- TEMPERATURE SENSOR

CONTROLS

- SPACE THERMOSTAT/TEMPERATURE SENSOR WITH ASSOCIATED EQUIPMENT TAG
- SPACE HUMIDISTAT
- PRESSURE SENSOR
- DUCT SMOKE DETECTOR
- SPEED SWITCH
- STARTER
- CARBON MONOXIDE SENSOR
- CARBON DIOXIDE SENSOR
- NITROGEN DIOXIDE SENSOR

REFERENCE

- NORTH INDICATOR
- ELEVATION INDICATOR (TOC 100'-0")
- POINT OF CONNECTION (POC)
- POINT OF DISCONNECTION
- KEYNOTE INDICATOR
- PIPE TAG
- REVISION CLOUD
- REVISION INDICATOR
- VIEW CALLOUT
- SECTION VIEW INDICATOR
- PIPE OR DUCT TAG
- VIEW REFERENCE
- MECHANICAL EQUIPMENT TAG (VAV-1)
- BREAK LINE
- AIRFLOW DIRECTION ARROW
- FLOW DIRECTION ARROW
- PIPING, DUCTWORK, OR EQUIPMENT TO BE DEMOLISHED
- EXISTING PIPING, DUCTWORK, OR EQUIPMENT TO REMAIN
- NEW PIPING, DUCTWORK, OR EQUIPMENT

SYSTEM ABBREVIATION LEGEND

PIPING		DUCT	
D	DRAIN LINE	EA	EXHAUST AIR
NG	NATURAL GAS	OA	OUTSIDE AIR
RL	REFRIGERANT LIQUID	RA	RETURN AIR
RS	REFRIGERANT SUCTION	SA	SUPPLY AIR
		TA	TRANSFER AIR

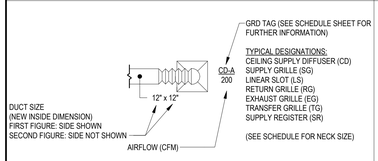
VIEW LOCATION LEGEND

D1	D2	D3	D4	D5	D6
C1	C2	C3	C4	C5	C6
B1	B2	B3	B4	B5	B6
A1	A2	A3	A4	A5	A6

MECHANICAL SHEET INDEX

M-001	MECHANICAL SYMBOLS & ABBREVIATIONS
M-101	LEVEL 1 MECHANICAL PLAN
M-102	LEVEL 2 MECHANICAL PLAN
M-103	LEVEL 3 MECHANICAL PLAN
M-501	MECHANICAL SCHEDULES & DETAILS

GRILLE, REGISTER, & DIFFUSER LEGEND



- RECTANGULAR SUPPLY GRILLE, REGISTER, OR DIFFUSER (HORIZONTAL MOUNT)
- SUPPLY GRILLE, REGISTER, OR DIFFUSER (VERTICAL MOUNT)
- ROUND SUPPLY GRILLE, REGISTER, OR DIFFUSER (HORIZONTAL MOUNT)
- RETURN OR EXHAUST GRILLE OR REGISTER (VERTICAL MOUNT)
- RECTANGULAR RETURN GRILLE OR REGISTER (HORIZONTAL MOUNT)
- DOOR TRANSFER GRILLE (DG)
- RECTANGULAR EXHAUST GRILLE OR REGISTER (HORIZONTAL MOUNT)
- UNDERCUT DOOR (UC)

DUCTWORK FITTINGS & SYMBOL LEGEND

- RECTANGULAR / ROUND BRANCH TAKEOFF
- TEE (FOR LOW PRESSURE SUPPLY AIR DUCTWORK ONLY)
- ECCENTRIC TRANSITION
- CONCENTRIC TRANSITION
- SUPPLY AIR OR OUTSIDE AIR RISE
- SUPPLY AIR OR OUTSIDE AIR DROP
- RETURN AIR RISE
- RETURN AIR DROP
- EXHAUST AIR RISE
- EXHAUST AIR DROP
- RADIUS ELBOW
- SQUARE ELBOW
- DUCT CROSSING
- DUCT SLOPE IN DIRECTION OF RISE

DUCTWORK SPECIALTIES LEGEND

- MANUAL VOLUME DAMPER
- MOTORIZED DAMPER (M)
- BACKDRAFT DAMPER (B)
- FIRE DAMPER (FD)
- SMOKE DAMPER
- COMBINATION FIRE/SMOKE DAMPER (F/S)
- DUCT ACCESS DOOR
- FLEX DUCT (DOUBLE & SINGLE LINE)
- INSULATED DUCTWORK
- LINED DUCTWORK

DUCTWORK INSULATION SCHEDULE

DUCT SYSTEM – LOCATION	INSULATION TYPE	JACKET	THICKNESS (IN.)	NOTE
OUTSIDE AIR – INDOORS	RIGID FIBERGLASS	FSK	2	
SUPPLY AIR – INDOORS, EXPOSED	RIGID FIBERGLASS	FSK	2	1
SUPPLY AIR – INDOORS, CONCEALED	FLEXIBLE FIBERGLASS	FSK	1.5	
RETURN AIR – INDOORS, 20-FEET UPSTREAM OF AHU/RTU	FIBERGLASS DUCT LINER	-	1	
RETURN AIR – INDOORS, UNCONDITIONED SPACES	FLEXIBLE FIBERGLASS	FSK	3	2
EXHAUST/RELIEF AIR – INDOORS, AT EXTERIOR VENT TERMINATION	RIGID FIBERGLASS	FSK	1	3

NOTE 1 – EXPOSED SUPPLY DUCTS LOCATED IN SPACE THEY ARE SERVING WHICH CONTAINS THE SYSTEM OR ZONE CONTROL THERMOSTAT/SENSOR DO NOT REQUIRE EXTERNAL DUCT INSULATION. THIS INCLUDES EXPOSED SUPPLY DUCTS DOWNSTREAM OF VAV TERMINALS ON MULTI-ZONE VAV SYSTEMS OR EXPOSED SUPPLY DUCTS ON SINGLE ZONE SYSTEMS WHICH ARE WITHIN SUCH SPACE. INSULATE EXPOSED SUPPLY MAIN DUCTS UPSTREAM OF VAV TERMINALS AND EXPOSED SUPPLY DUCTS ON SINGLE ZONE SYSTEMS WHICH ARE LOCATED OUTSIDE OF THE SPACE CONTAINING THE SYSTEM CONTROL THERMOSTAT AS EXPOSED SUPPLY DUCTS SCHEDULED ABOVE.

NOTE 2 – UNCONDITIONED SPACES ARE ENCLOSED SPACES WHICH ARE NOT WITHIN THE BUILDING THERMAL ENVELOPE AND WHICH ARE NOT DIRECTLY OR INDIRECTLY HEATED OR COOLED, SUCH AS VENTILATED ATTICS, PENTHOUSES, CRAWL SPACES, AND PARKING GARAGES.

NOTE 3 – INSULATE EXHAUST AND RELIEF DUCTWORK FROM CONTROL DAMPER OR GRAVITY BACKDRAFT DAMPER LOCATION TO EXTERIOR BUILDING WALL, ROOF, OR FLOOR PENETRATION AT LOUVER, HOOD, GOOSENECK, FAN, ETC. DUCTWORK LOCATED OUTDOORS PAST BUILDING ENVELOPE DOES NOT NEED TO BE INSULATED.

PIPING INSULATION SCHEDULE

PIPE SYSTEM – LOCATION	INSULATION TYPE	JACKET	<1"	1" TO < 1-1/2"	1-1/2" TO < 4"	4" TO < 8"	8" AND LARGER
REFRIGERANT SUCTION							
-(> 40 DEG. F) - INDOORS	ELASTOMERIC	--	0.5	0.5	1	1.5	1.5
-(> 40 DEG. F) - OUTDOORS	ELASTOMERIC	PVC OR PMJ	0.5	0.5	1	1.5	1.5
COOLING COIL CONENSATE DRAIN							
-INDOORS	RIGID FIBERGLASS	ASJ	0.5	0.5	1	1	1

*NOTE 1 - UNCONDITIONED SPACES ARE ENCLOSED SPACES WHICH ARE NOT WITHIN THE BUILDING THERMAL ENVELOPE AND WHICH ARE NOT DIRECTLY OR INDIRECTLY HEATED OR COOLED, SUCH AS VENTILATED ATTICS, PENTHOUSES, CRAWL SPACES, AND PARKING GARAGES.

PROJECT DESIGN CRITERIA

LOCATION	-	WEATHER DATA LOCATION
-15 °F	-	DESIGN HEATING TEMPERATURE
87 °F DB / 75 °F WB	-	DESIGN COOLING TEMPERATURE
0.080	-	CODE MINIMUM WALL U-VALUE
0.032	-	CODE MINIMUM ROOF U-VALUE
0.064	-	CODE MINIMUM FLOOR U-VALUE
0.36	-	CODE MINIMUM FENESTRATION U-VALUE
0.40	-	CODE MINIMUM FENESTRATION SHGC-VALUE

GENERAL NOTES

1. ALL WORK SHALL COMPLY WITH THE WISCONSIN BUILDING CODE, WISCONSIN MECHANICAL CODE AND ALL APPLICABLE STANDARDS.
2. DIMENSIONS SHALL BE FIELD-VERIFIED AND COORDINATED PRIOR TO PROCUREMENT OR FABRICATION. COORDINATE THE WORK WITH OTHER TRADES INVOLVED. FIELD MODIFICATIONS SUCH AS OFFSETS IN PIPING OR DUCTWORK (INCLUDING DIVIDED DUCTWORK) NEEDED DUE TO OBSTRUCTIONS OR INTERFERENCES SHALL BE PROVIDED AT NO ADDITIONAL COST. FOR PROJECTS INVOLVING RENOVATION, COORDINATE NEW WORK WITH EXISTING ELEMENTS SUCH AS THE BUILDING STRUCTURE AND ARCHITECTURAL FEATURES, SPRINKLER PIPING, LIGHTS, PLUMBING, AND ELECTRICAL CONDUIT.
3. DRAWINGS ARE DIAGRAMMATIC IN NATURE. COORDINATE EXACT LOCATION OF ALL CEILING MOUNTED EQUIPMENT SO ALL SERVICEABLE COMPONENTS CAN BE EASILY ACCESSED BY REMOVING CEILING TILES ONLY. REMOVAL OR RELOCATION OF LIGHTING FIXTURES FOR SERVICE ACCESS IS NOT ACCEPTABLE. THE CONTRACTOR SHALL RE-INSTALL EQUIPMENT THAT HAS INADEQUATE OR UNSAFE ACCESSIBILITY. PROVIDE ALL TRANSITIONS, TURNING VANES, ELBOWS, FITTINGS, ETC., TO ALLOW SMOOTH FLOW. ALL SPLIT DUCT FITTINGS SHALL TRANSITION TO FULL SIZE OF THE SUM OF BOTH BRANCHES, UPSTREAM OF SPLIT. REFER TO TYPICAL DETAILS FOR PIPING AND INSTALLATION OF EQUIPMENT.
4. PRIOR TO BID, COORDINATE ALL MECHANICAL WORK WITH ELECTRICAL WORK AND OTHER TRADES. SEE SPECIFICATIONS FOR REQUIREMENTS.
5. GENERAL CONTRACTOR IS RESPONSIBLE TO HAVE QUALIFIED SUBCONTRACTORS PERFORMING ALL WORK. CONTRACTORS AND FOREMEN PERFORMING WORK UNDER THIS DIVISION SHALL MEET THE SPECIFIED MINIMUM QUALIFICATIONS AND LICENSE REQUIREMENTS. QUALIFICATIONS SHALL BE SUBMITTED FOR REVIEW BY A/E PRIOR TO SHOP DRAWING PHASE AND PRIOR TO ANY WORK BEING PERFORMED BY CONTRACTOR. NO PAYMENTS WILL BE AUTHORIZED BY ENGINEER FOR WORK PERFORMED BY SUBCONTRACTING FIRMS OR FOREMEN THAT DO NOT MEET THE MINIMUM QUALIFICATIONS.
6. WHERE CROWDED LOCATIONS EXIST OR WHERE THERE IS A POSSIBILITY OF CONFLICT BETWEEN TRADES, CONTRACTOR SHALL PREPARE COMPOSITE DRAWINGS SHOWING THE EXACT LOCATION OF PIPES, DUCTS, CONDUIT AND EQUIPMENT. DRAWINGS SHALL BE BASED ON FIELD MEASUREMENTS AND, AFTER CONSULTATION AND AGREEMENT BETWEEN THE TRADES, SHALL BE APPROVED BY THE ARCHITECT/ENGINEER BEFORE INSTALLATION OF THE WORK.
7. MECHANICAL CONTRACTOR SHALL COORDINATE WITH ENGINEER AND GENERAL CONTRACTOR ON REQUIREMENTS FOR STRUCTURAL SUPPORT AND FRAMING FOR ALL MECHANICAL EQUIPMENT AND SYSTEMS. GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING AND VERIFYING STRUCTURAL SUPPORT AND FRAMING.
8. MECHANICAL CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD VERIFICATION OF EXISTING CONDITIONS AND COORDINATION WITH ALL OTHER TRADES, INCLUDING BUT NOT LIMITED TO STRUCTURAL, LIGHTING, ELECTRICAL, PLUMBING, AND OTHER EXISTING AND NEW WORK. VERIFY ALL EXISTING CONDITIONS IN FIELD PRIOR TO PURCHASING EQUIPMENT. ALL DISCREPANCIES OR POTENTIAL PROBLEMS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO BIDDING. PROVIDE ADDITIONAL MATERIALS AND LABOR TO RELOCATE OR REPLACE MECHANICAL WORK AS REQUIRED TO ALLOW SPACE FOR THE WORK OF ALL TRADES.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL COSTS INCURRED BY OTHER TRADES DUE TO SUBSTITUTION OF OTHER THAN SCHEDULED EQUIPMENT. WHEN EQUIPMENT FURNISHED IS DIFFERENT THAN INDICATED, THE COST OF ADDITIONAL ELECTRICAL SERVICE, STRUCTURAL AND RELATED WORK SHALL BE PAID BY THIS CONTRACTOR.
10. ALL SERVICES TO EXISTING BUILDINGS SHALL BE MAINTAINED DURING CONSTRUCTION UNLESS OTHERWISE INDICATED. IF NECESSARY, INTERRUPTIONS TO EXISTING SERVICES SHALL BE SCHEDULED FOR TIMES OTHER THAN NORMAL OPERATING HOURS (SUCH AS NIGHTS AND WEEKENDS). SUCH INTERRUPTIONS TO SERVICES SHALL NOT BE MADE WITHOUT THE PRIOR WRITTEN CONSENT OF THE OWNER'S REPRESENTATIVE AND PROPER COORDINATION WITH OTHER TRADES. PRE-WORK SHALL BE PERFORMED TO MAKE THE SHUTDOWN PERIOD AS BRIEF AS POSSIBLE.
11. ALL CHANGES MADE IN THE FIELD SHALL BE RECORDED ON AS-BUILT DRAWINGS, SHOP DRAWINGS, AND MAINTENANCE MANUALS. NOTIFY ENGINEER OF ANY CONFLICTS PRIOR TO PURCHASING EQUIPMENT AND PRIOR TO CUTTING OPENINGS.
12. SHOP DRAWINGS SHALL BE SUBMITTED AND REVIEWED FOR ALL MECHANICAL WORK INCLUDING, BUT NOT LIMITED TO, DUCTWORK, PIPING, EQUIPMENT, AND AIR DISTRIBUTION DEVICES PRIOR TO ANY FABRICATION OR INSTALLATION. ALL SHOP DRAWINGS SHALL BE SUBMITTED IN A FORMAT THAT IS IN STRICT ACCORDANCE WITH SPECIFICATIONS.
13. LOCATE EQUIPMENT TO ACHIEVE MANUFACTURER'S RECOMMENDED ACCESS AND CLEARANCE FOR OPERATION AND MAINTENANCE. COORDINATE EQUIPMENT LOCATIONS WITH WORK OF OTHER TRADES. DO NOT INFRINGE ON THE OPERATION AND MAINTENANCE SPACES OF EQUIPMENT INSTALLED BY OTHER TRADES. WHERE CONFLICT OCCURS, COORDINATE WITH OTHER TRADES TO LOCATE OR RELOCATE EQUIPMENT TO RESOLVE CONFLICT AND MAINTAIN REQUIRED ACCESS.
14. ALL CONNECTIONS TO EQUIPMENT SHALL BE VERIFIED WITH MANUFACTURER'S CERTIFIED DRAWINGS. TRANSITIONS TO ALL EQUIPMENT SHALL BE VERIFIED AND PROVIDED FOR EQUIPMENT FURNISHED.
15. PROVIDE CONCRETE HOUSEKEEPING PAD UNDER ALL FLOOR-MOUNTED EQUIPMENT. REFER TO SPECIFICATIONS FOR DETAILED REQUIREMENTS.
16. TRAPPED CONDENSATE DRAINS FROM ALL MECHANICAL EQUIPMENT SHALL BE PROVIDED FOR PROPER DRAINAGE TO SUIT EQUIPMENT FURNISHED.
17. PROVIDE CONDENSATE DRAIN PIPE WITH P-TRAP FROM ALL AIR HANDLING UNITS TO NEAREST ROOF DRAIN AS REQUIRED. ROUTE AS REQUIRED TO MAINTAIN 1/8" PER FOOT SLOPE.
18. ALL EQUIPMENT, PIPING AND VALVES SHALL HAVE SPECIFIED IDENTIFICATION LABELS AND AS INDICATED.
19. DUCT OPENING TYPES THROUGH BUILDING CONSTRUCTION SHALL BE SUITED TO PRESERVE FLOOR, WALL, OR DUCT/PIPE SYSTEM RATINGS.
20. DUCT CONSTRUCTION SHALL BE SHEET METAL AND IN ACCORDANCE WITH THE LATEST EDITION OF THE SMACNA HVAC DUCT CONSTRUCTION STANDARD. DUCT SIZES SHOWN ARE MINIMUM INSIDE CLEAR DIMENSIONS.
21. ALL SUPPLY AIR DUCT BENDS FROM THE VERTICAL TO THE HORIZONTAL AND ANGLED TURNS OF DUCTWORK SHALL BE RADIUS ELBOWS. WHERE A RADIUS ELBOW WILL NOT FIT, ELBOW SHALL HAVE TURNING VANES INSTALLED.
22. BEVELED TAKE-OFFS AND DAMPERS SHALL BE INSTALLED IN ALL BRANCH DUCTWORK LEADING FROM MAIN TRUNK LINES.
23. COORDINATE DIFFUSER, GRILLE AND REGISTER LOCATIONS WITH ARCHITECTURAL REFLECTED CEILING PLANS AND EQUIPMENT OF ALL TRADES. VERIFY FINISH WITH ARCHITECT PRIOR TO PURCHASING GRILLES, REGISTERS, DIFFUSERS, LOUVERS AND OTHER AIR DISTRIBUTION DEVICES.
24. PROVIDE AIR TURNING VANES IN ALL 90-DEGREE RECTANGULAR DUCT ELBOWS.
25. SEE SPECIFICATIONS FOR GAUGES, THICKNESS, BRACING, REQUIREMENTS, ETC., OF DUCTWORK.
26. LOCATE THERMOSTATS, AT 44" CENTERLINE ABOVE FINISHED FLOOR UNLESS NOTED OTHERWISE. COORDINATE LOCATIONS WITH OTHER EQUIPMENT, FURNITURE, AND DOOR SWINGS.
27. ALL EQUIPMENT, DUCTWORK, ETC., SHALL BE SUPPORTED AS DETAILED AND/OR SPECIFIED. PROVIDE ADDITIONAL SUPPORTS AS REQUIRED TO PROVIDE A VIBRATION-FREE, RIGID INSTALLATION.
28. ALL BARE METAL SURFACES SHALL BE PRIMED TO PREVENT ANY RUST, INCLUDING, BUT NOT LIMITED TO, ANGLE FRAMING, UNIT SUPPORTS, MOUNTING HARDWARE, ETC. DAMPERS AND INSIDES OF DUCTS VISIBLE THROUGH GRILLES, REGISTERS AND DIFFUSERS SHALL BE PAINTED FLAT BLACK.
29. ACCESS PANELS IN DUCTWORK AND CEILINGS SHALL BE PROVIDED WHERE REQUIRED FOR OPERATION, BALANCING OR MAINTENANCE OF ALL MECHANICAL EQUIPMENT. PROVIDE ACCESS PANELS AS REQUIRED FOR ALL VALVES, DAMPERS, CONTROLS, OR OTHER EQUIPMENT.
30. PROVIDE FLEXIBLE DUCT CONNECTIONS ON ALL DUCTWORK CONNECTING TO EACH FAN, AIR HANDLING UNITS, AND FAN COIL UNITS.
31. MAINTAIN CLEARANCE OF A MINIMUM OF 6" BETWEEN DUCTWORK, PIPING, EQUIPMENT, ETC., AND ALL FIRE RATED, AND FIRE/SMOKE RATED PARTITIONS, TO ALLOW FOR INSPECTIONS OF RATED WALLS.
32. LOCATE ALL OUTSIDE AIR INTAKES A MINIMUM OF 10'-0" CLEAR FROM ALL PLUMBING VENTS AND EXHAUST AIR DISCHARGE LOCATIONS.
33. SLEEVE AND SEAL ALL PIPING PENETRATIONS THROUGH BUILDING PARTITIONS. PROVIDE MANUAL AIR VENTS AT ALL HIGH POINTS IN CHILLED WATER AND HOT WATER PIPING.
34. PIPING, DUCTWORK, LEAK PROTECTION APPARATUS, OR OTHER EQUIPMENT FOREIGN TO ELECTRICAL SWITCHBOARDS, PANELBOARDS, DISTRIBUTION BOARDS, OR MOTOR CONTROL CENTERS SHALL NOT BE INSTALLED WITHIN THE REQUIRED SPACE FOR WORKING CLEARANCES OR DEDICATED SPACES OF THE ELECTRICAL EQUIPMENT, EXTENDING IN FRONT OF AND FROM FLOOR TO STRUCTURAL CEILING WITH A WIDTH AND DEPTH OF THE ELECTRICAL EQUIPMENT IN ACCORDANCE WITH NEC-110.26.

ABBREVIATIONS

AC	AIR CONDITIONING UNIT/AIR COMPRESSOR
ACC	AIR COOLED CONDENSER
ACCU	AIR COOLED CONDENSING UNIT
ACU	AIR CONDITIONING UNIT
AD	ACCESS DOOR
ADJ	ADJUSTABLE
AFF	ABOVE FINISHED FLOOR
AHU	AIR HANDLING UNIT
AL	ALUMINUM
ALT	ALTERNATE
AMD	AIR MIXING DEVICE
AP	ACCESS PANEL
APD	AIR PRESSURE DROP
APPROX	APPROXIMATE
ARCH	ARCHITECTURAL
ARU	AIR ROTATION UNIT
AS	AIR SEPARATOR
AT	AIR TERMINAL DEVICE
AVG	AVERAGE
B	BOILER
BAS	BUILDING AUTOMATION SYSTEM
BBS	BOILER BLOWDOWN SEPARATOR
BC	BOOSTER COIL
BFS	BOILER FEEDWATER SYSTEM
BOB	BOTTOM OF BEAM
BOD	BOTTOM OF DUCT
BOP	BOTTOM OF PIPE
BTU	BRITISH THERMAL UNITS
BTUH	BRITISH THERMAL UNITS PER HOUR
C	CONVECTOR
CAV	CONSTANT AIR VOLUME
CC	COOLING COIL
CFH	CUBIC FEET PER HOUR
CFM	CUBIC FEET PER MINUTE
CH	CHILLER
CL	CENTERLINE
CLG	CEILING
COND	CONDENSATE
CONTR	CONTRACTOR
COP	COEFFICIENT OF PERFORMANCE
CP	CONDENSATE PUMP
CRU	CONDENSATE RETURN UNIT
CT	COOLING TOWER
CU	COPPER
CUH	CABINET UNIT HEATER
DAP	DUCT ACCESS PANEL
DB	DRY BULB
DC	DUST COLLECTOR
DDC	DIRECT DIGITAL CONTROL
DEG	DEGREES
DH	DEHUMIDIFIER
DIA	DIAMETER
DIM	DIMENSION
DN	DOWN
DWG	DRAWING
DX	DIRECT EXPANSION
EAT	ENTERING AIR TEMPERATURE
EBB	ELECTRIC BASEBOARD
EC	ELECTRICAL CONTRACTOR
EDR	EQUIVALENT DIRECT RADIATION
EF	EXHAUST FAN
EFF	EFFICIENCY
EH	EXHAUST HOOD
EJ	EXPANSION JOINT
ELEC	ELECTRICAL
ELEV	ELEVATION
EM	EMERGENCY
ESP	EXTERNAL STATIC PRESSURE
ET	EXPANSION TANK
ETR	EXISTING TO REMAIN
EUH	ELECTRIC UNIT HEATER
EWT	ENTERING WATER TEMPERATURE
EXH	EXHAUST
EXIST	EXISTING
EXP	EXPANSION
F	FAHRENHEIT
F	FILTER
F&T	FLOAT AND THERMOSTATIC
FC	FORWARD CURVED
FCU	FAN COIL UNIT
FD	FLOOR DRAIN
FLA	FULL LOAD AMPS
FLR	FLOOR
FM	FACTORY MUTUAL
FOP	FUEL OIL PUMP
FOT	FUEL OIL TANK
FPD	FLUID PRESSURE DROP
FPI	FINS PER INCH
FPM	FEET PER MINUTE
FPS	FEET PER SECOND
FT	FEET
FTG	FOOTING
FTR	FIN TUBE RADIATION
GA	GAUGE
GAL	GALLON
GALV	GALVANIZED
GBD	GRAVITY BACKDRAFT DAMPER
GC	GENERAL CONTRACTOR
GF	GAS FURNACE
GPH	GALLONS PER HOUR
GPM	GALLONS PER MINUTE
GV	GRAVITY VENTILATOR
H	HUMIDIFIER
HC	HEATING COIL
HP	HEAT PUMP
HP	HORSEPOWER
HRC	HEAT RECOVERY COIL
HRD	HEAT RECLAIM DEVICE
HX	HEAT EXCHANGER
IAH	INTAKE AIR HOOD
ID	INSIDE DIAMETER
IE	INVERT ELEVATION
IF	INLINE FAN
IFH	INFRARED HEATER
IN	INCHES
LAT	LEAVING AIR TEMPERATURE
LB/HR	POUNDS PER HOUR
LF	LINEAR FEET
LP	LOUVERED PENTHOUSE
LTG	LIGHTING
LWT	LEAVING WATER TEMPERATURE
MAU	MAKE-UP AIR UNIT
MAX	MAXIMUM
MBH	THOUSANDS OF BTU PER HOUR
MC	MECHANICAL CONTRACTOR
MCA	MINIMUM CIRCUIT AMPACITY
MCC	MOTOR CONTROL CENTER
MCC	MOTOR CONTROL CENTER
MEP	MECHANICAL, ELECTRICAL AND PLUMBING
MER	MECHANICAL EQUIPMENT ROOM
MEZZ	MEZZANINE
MFR	MANUFACTURER
MIN.	MINIMUM
MISC	MISCELLANEOUS
MOD	MOTOR OPERATED DAMPER
NA	NOT APPLICABLE
NC	NORMALLY CLOSED
NIC	NOT IN CONTRACT
NO	NORMALLY OPEN
NPS	NOMINAL PIPE SIZE
NPSH	NET POSITIVE SUCTION HEAD
NPT	NATIONAL PIPE THREAD
NR	NEAR
NTS	NOT TO SCALE
OC	ON CENTER
OED	OPEN END DUCT
OLP	OVERLOAD PROTECTION
OV	OUTLET VELOCITY
P	PUMP
PC	PLUMBING CONTRACTOR
PCF	POUNDS PER CUBIC FOOT
PD	PRESSURE DROP
PH	PHASE
PLBG	PLUMBING
POC	POINT OF CONNECTION
PPH	POUNDS PER HOUR
PRV	PRESSURE RELIEF VALVE
PSF	POUNDS PER SQUARE FOOT
PSI	POUNDS PER SQUARE INCH
PSIA	POUNDS PER SQUARE INCH ABSOLUTE
PSIG	POUNDS PER SQUARE INCH GAUGE
PVC	POLYVINYL CHLORIDE
RAHU	ROOFTOP AIR HANDLING UNIT
RCP	RADIANT CEILING PANEL
REF	ROOF EXHAUST FAN
REQD	REQUIRED
RF	ROOF
RF	RELIEF FAN
RH	RELIEF HOOD
RH	RELATIVE HUMIDITY
RPM	REVOLUTIONS PER MINUTE
RTU	ROOFTOP UNIT
RV	ROOF VENTILATOR
S/S	STAINLESS STEEL
SA	SOUND ATTENUATOR
SCH	SCHEDULE
SF	SUPPLY FAN
SHT	SHEET
SMD	SMOKE MOTORIZED DAMPER
SP	STATIC PRESSURE
SPEC	SPECIFICATION
SQ	SQUARE
STD	STANDARD
STRUCT	STRUCTURAL
T	TANK
T STAT	THERMOSTAT
T&P	TEMPERATURE AND PRESSURE
TBR	TO BE REMOVED
TC	TEMPERATURE CONTROL
TEMP	TEMPERATURE
TOB	TOP OF BEAM
TOD	TOP OF DUCT
TOP	TOP OF PIPE
TOS	TOP OF SLAB
TSP	TOTAL STATIC PRESSURE
TXV	THERMAL EXPANSION VALVE
TYP	TYPICAL
UC	UNDERCUT DOOR
UH	UNIT HEATER
UNO	UNLESS OTHERWISE NOTED
UST	UNDERGROUND STORAGE TANK
UV	UNIT VENTILATOR
V	VOLTS
V	VALVE
VA	VALVE
VAV	VARIABLE AIR VOLUME
VEL	VELOCITY
VF	VENTILATION FAN
VFD	VARIABLE FREQUENCY DRIVE
VP	VELOCITY PRESSURE
VP	VACUUM PUMP
VTR	VENT THRU ROOF
W/	WITH
W/O	WITHOUT
WB	WET BULB
WC	WATER COLUMN
WG	WATER GAUGE
X	EXISTING

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DE PERE, WISCONSIN 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:

1	08/01/2025	ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

PROJECT NUMBER:	2025-0025
DATE:	08/01/2025
DRAWN BY:	BSP
CHECKED BY:	JLC
APPROVED BY:	JLC
SCALE:	AS NOTED

SHEET TITLE:

MECHANICAL SYMBOLS & ABBREVIATIONS

SHEET NUMBER:

M-001

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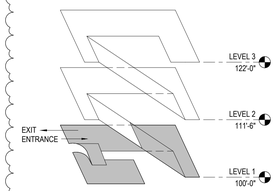
ISOMETRIC KEY PLAN



SHEET KEYNOTES

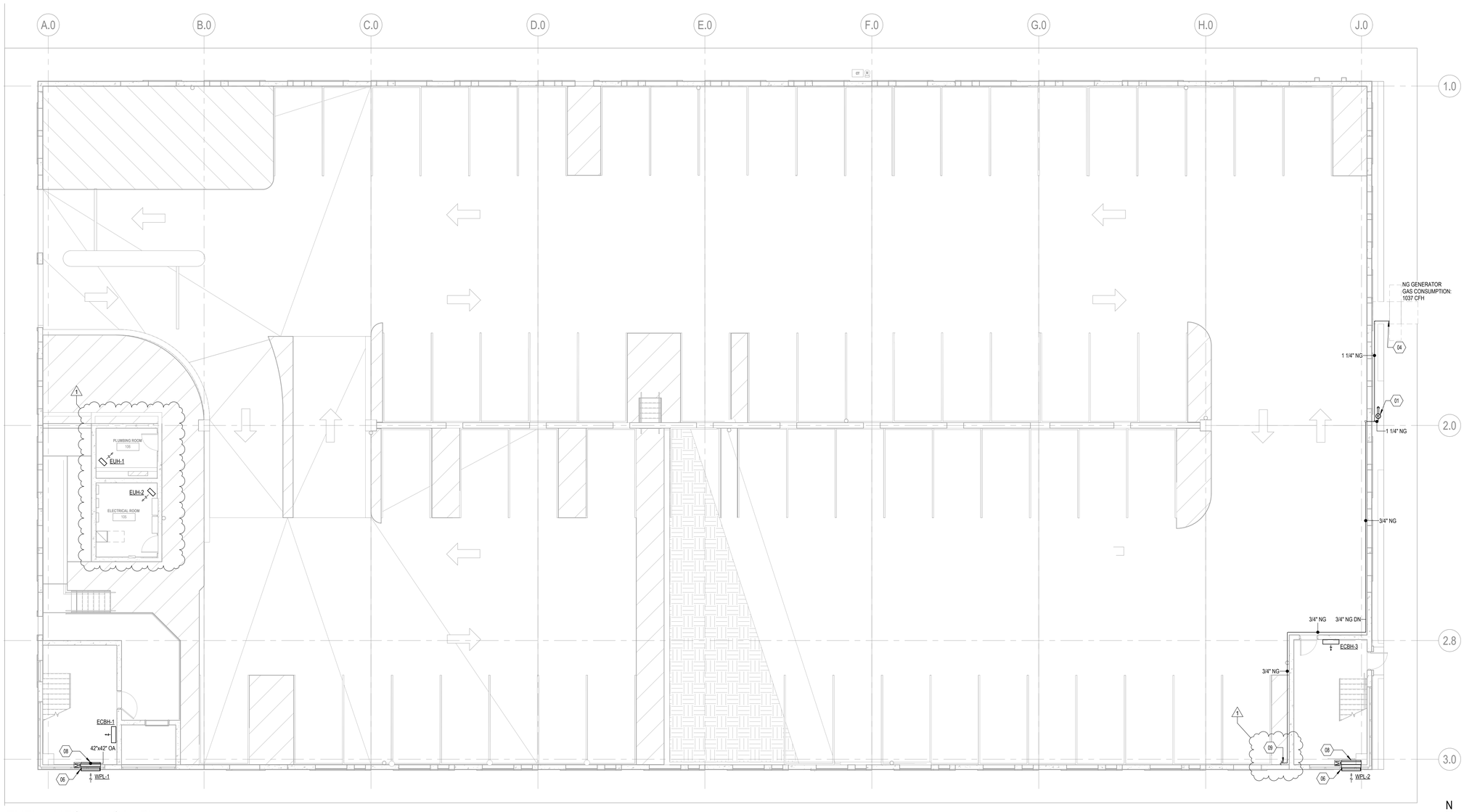
01 NEW NATURAL GAS METER WITH OUTLET PRESSURE OF 2 PSIG INSTALLED AT THIS LOCATION. COORDINATE WITH SITE CONTRACTOR FOR CONNECTION POINT.

04 NATURAL GAS CONNECTION TO EQUIPMENT. PROVIDE PRESSURE REGULATOR, SHUT OFF VALVE, UNION, AND DIRT LEG PRIOR TO FINAL CONNECTION TO DEVICE.

06 COORDINATE INTAKE LOUVER EXACT SIZE AND LOCATION WITH ARCHITECTURAL GLAZING SYSTEM. LOUVER TO BE INSTALLED IN GLAZING PANEL APPROXIMATELY 48-INCH X 48-INCH CLEAR OPENING.

08 TERMINATE OPEN ENDED DUCT WITH 1/2-INCH X 1/2-INCH METAL SCREEN.

09 ROUTE NATURAL GAS TIGHT TO BOTTOM OF CONCRETE TEES BETWEEN LEVEL 01 AND LEVEL 02.



A1 LEVEL 1 MECHANICAL PLAN

1/8" = 1'-0"

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250 N. WISCONSIN STREET
DE PERE, WISCONSIN 54115

ISSUE:

1 08/01/2025 ADDENDUM 01

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PROJECT INFORMATION:

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SCALE:	AS NOTED

SHEET TITLE:

LEVEL 1 MECHANICAL PLAN

SHEET NUMBER:

M-101

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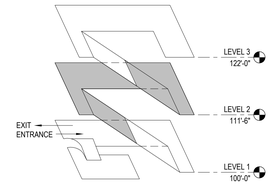
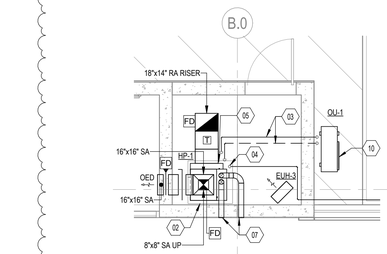
ISOMETRIC KEY PLAN

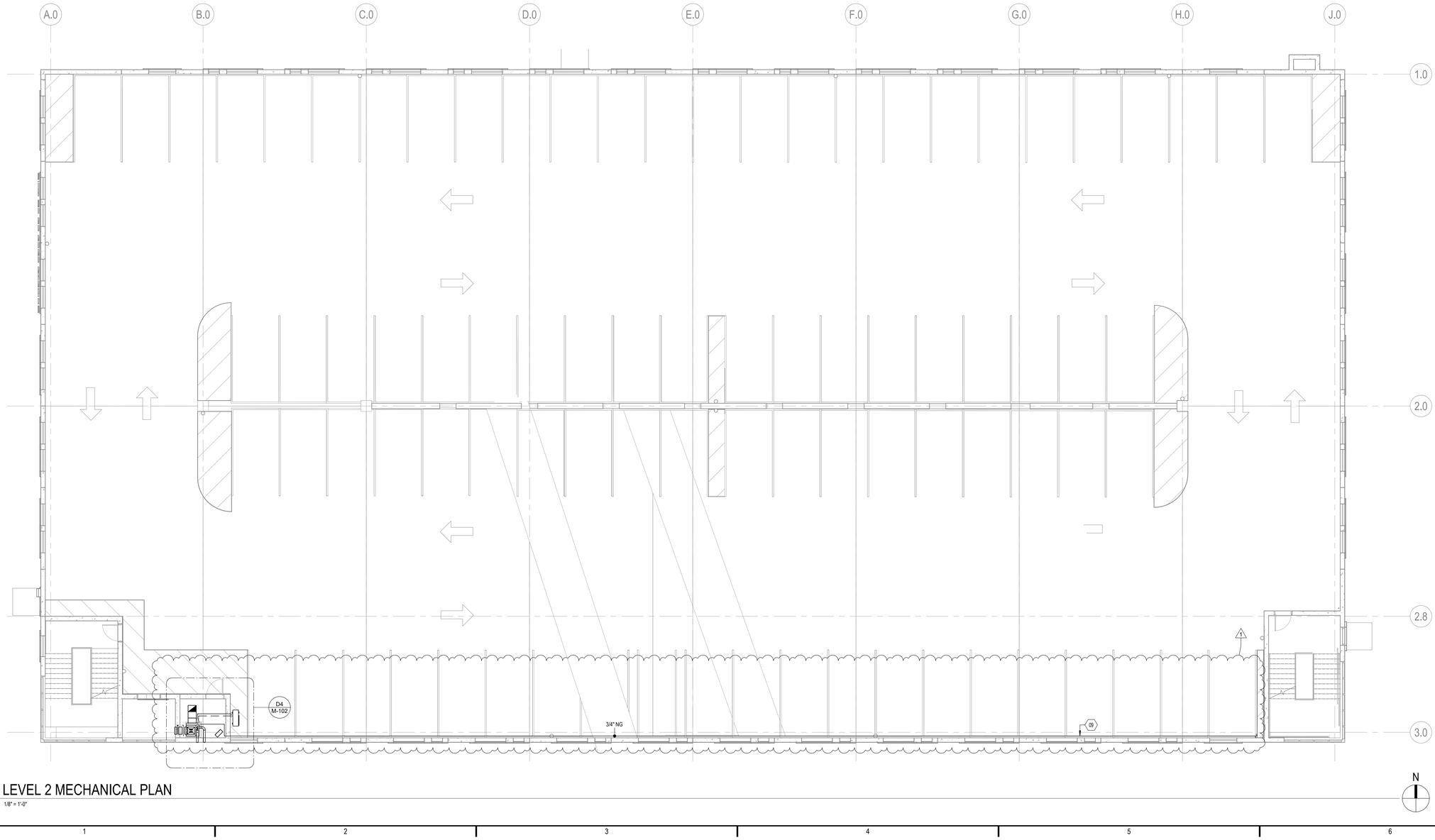


SHEET KEYNOTES

02	INSTALL EQUIPMENT ON 3-1/2-INCH HIGH CONCRETE HOUSEKEEPING PAD.
03	SIZE REFRIGERANT PIPING PER MANUFACTURER 'S RECOMMENDATIONS. ROUTE REFRIGERANT PIPING UP AS HIGH AS POSSIBLE IN SPACE.
04	NATURAL GAS CONNECTION TO EQUIPMENT. PROVIDE PRESSURE REGULATOR, SHUT OFF VALVE, UNION, AND DIRT LEG PRIOR TO FINAL CONNECTION TO DEVICE.
05	ROUTE CONDENSATE TO FLOOR DRAIN IN ROOM.
07	TERMINATE 4-INCH COMBUSTION AIR AND FLUE VENT DUCTS THROUGH WALL WITH WALL ADAPTERS. MINIMUM CLEARANCE BETWEEN DUCT PENETRATIONS PER MANUFACTURER'S RECOMMENDATIONS.
09	ROUTE NATURAL GAS TIGHT TO BOTTOM OF CONCRETE TEES BETWEEN LEVEL 01 AND LEVEL 02.
10	MOUNT OUTDOOR UNIT SUSPENDED FROM PRECAST WALL. MAINTAIN ALL HORIZONTAL AND VERTICAL CLEARANCES PER MANUFACTURER'S GUIDELINES.



D4 ENLARGED MECHANICAL ROOM PLAN
1/4" = 1'-0"



A1 LEVEL 2 MECHANICAL PLAN
1/8" = 1'-0"

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SHEET TITLE:

LEVEL 2 MECHANICAL PLAN

SHEET NUMBER:

M-102

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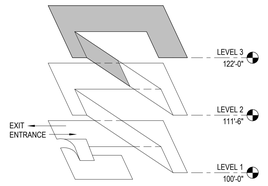
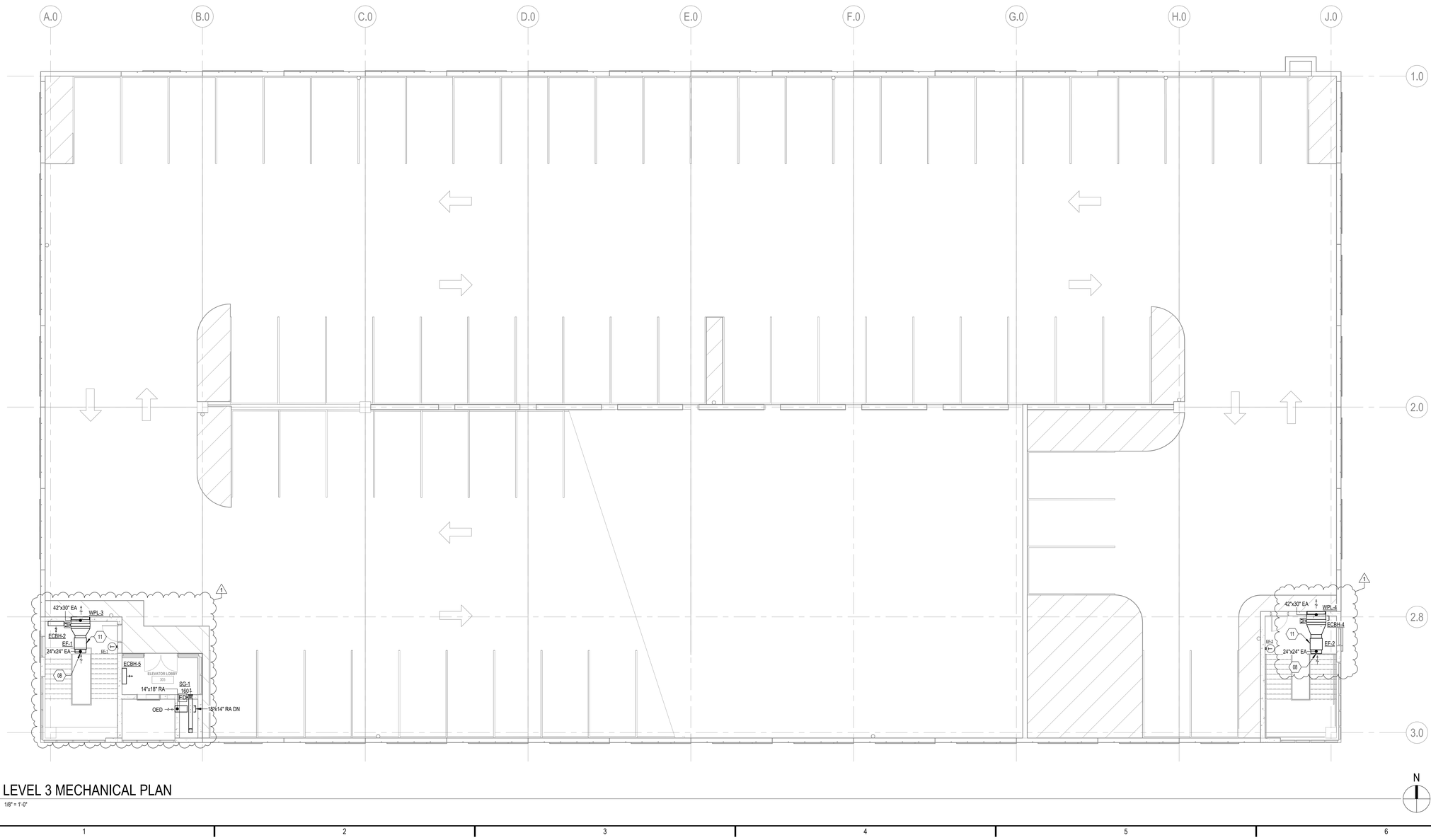
ISOMETRIC KEY PLAN



SHEET KEYNOTES

08 TERMINATE OPEN ENDED DUCT WITH 1/2-INCH X 1/2-INCH METAL SCREEN.

11 INSTALL LOUVER AND FAN ASSEMBLY AS HIGH AS POSSIBLE IN SPACE. EXHAUST FAN TO BE INSTALLED OVER PLATFORM LEVEL FOR MAINTENANCE.



A1 LEVEL 3 MECHANICAL PLAN

1/8" = 1'-0"

N

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DE PERE, WISCONSIN 54115

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PRECAST BID PACKAGE

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LEVEL 3 MECHANICAL PLAN

SHEET NUMBER:

M-103

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ELECTRICAL COORDINATION INFORMATION

NOTES:
1. [NOTE]

TAG	CIRCUIT 1					STARTER															STARTER UNIT / CONTROL			DISCONNECT			COMMENTS
						TYPE					LOCATION			FURNISHED BY	ACCESSORIES												
	VOLTAGE	PHASE	HORSEPOWER	FULL LOAD AMPS	MIN. CURRENT AMPS	COMBINATION / MAGNETIC	MANUAL	REDUCED VOLTAGE	TWO SPEED	VFD	NEAR UNIT	ON / IN UNIT	REMOTE	ELECTRICAL CONTRACTOR	EQUIPMENT MANUFACTURER	MECHANICAL CONTRACTOR	HAND - OFF - AUTO SWITCH	ON - OFF SWITCH	PILOT LIGHT	PUSHBUTTON SWITCH	BUILDING AUTOMATION SYSTEM	INTEGRAL	MANUAL	INTERLOCK WITH	INTEGRAL BY MANUFACTURER	EXTERNAL BY ELECTRICAL CONTRACTOR	EXTERNAL BY MECHANICAL CONTRACTOR	UNIT ON BACKUP POWER	
ECBH-1	208	1			30	X						X			X							X				X			
ECBH-2	208	1			30	X						X			X							X				X			
ECBH-3	208	1			30	X						X			X							X				X			
ECBH-4	208	1			30	X						X			X							X				X			
ECBH-5	208	1			30	X						X			X							X				X			
EF-1	208	1	2			X							X		X						X					X			
EF-2	208	1	2			X							X		X						X					X			
EUH-1	208	1			14.5	X						X			X							X				X			
EUH-2	208	1			14.5	X						X			X							X				X			
EUH-3	208	1			14.5	X						X			X							X				X			
HP-1	120	1			11.4	X							X			X					X			OU-1		X			
OU-1	208	1			22.4	X						X			X							X				X			

ELECTRIC CABINET (ECBH) / ELECTRIC UNIT (EUH) / ELECTRIC CEILING (ECH) / ELECTRIC WALL HEATER (EWH) SCHEDULE

NOTES:
1. [NOTE]

TAG	CONFIGURATION	FAN	ELECTRIC HEAT			ELECTRICAL			MANUFACTURER	MODEL	NOTES
		AIRFLOW (CFM)	CAPACITY (KW)	EAT (°F)	LAT (°F)	CONTROL / STAGES	VOLTAGE	PHASE	MCA			
ECBH-1	WALL MOUNTED	250	6	35	95	2-STAGE	208	1	30	BERKO	CUH935	--
ECBH-2	WALL MOUNTED	250	6	35	95	2-STAGE	208	1	30	BERKO	CUH935	--
ECBH-3	WALL MOUNTED	250	6	35	95	2-STAGE	208	1	30	BERKO	CUH935	--
ECBH-4	WALL MOUNTED	250	6	35	95	2-STAGE	208	1	30	BERKO	CUH935	--
ECBH-5	WALL MOUNTED	250	6	35	95	2-STAGE	208	1	30	BERKO	CUH935	--
EUH-1	WALL MOUNTED	350	3	35	62	1-STAGE	208	1	14.5	BERKO	HUHAA320	--
EUH-2	WALL MOUNTED	350	3	35	62	1-STAGE	208	1	14.5	BERKO	HUHAA320	--
EUH-3	WALL MOUNTED	350	3	35	62	1-STAGE	208	1	14.5	BERKO	HUHAA320	--

EXHAUST FAN (EF) SCHEDULE

NOTES:

TAG	SERVICE	AIRFLOW (CFM)	ESP (in-wg)	FAN TYPE	DRIVE TYPE	MOUNTING	ELECTRICAL			WEIGHT (LBS)	MANUFACTURER	MODEL	NOTES
							VOLTAGE	PHASE	HORSEPOWER				
EF-1	STAIRWELL 1	5,000	0.50	IN-LINE	DIRECT DRIVE	SUSPENDED	208	1	2	153	GREENHECK	SQ-16-VG	
EF-2	STAIRWELL 2	5,000	0.50	IN-LINE	DIRECT DRIVE	SUSPENDED	208	1	2	153	GREENHECK	SQ-16-VG	

LOUVER (WPL) SCHEDULE

NOTES:
1. [NOTE]

TAG	SERVICE	WIDTH	HEIGHT	DEPTH	AIRFLOW (CFM)	PRESSURE DROP (IN-WG)	FREE AREA (SF)	FREE AREA VELOCITY (FPM)	MANUFACTURER	MODEL	NOTES
WPL-1	WEST STAIRWELL INTAKE	42"	42"	6"	5,000	0.10	6.86	730	GREENHECK	ESD-635	
WPL-2	EAST STAIRWELL INTAKE	42"	42"	6"	5,000	0.10	6.86	730	GREENHECK	ESD-635	
WPL-3	EAST STAIRWELL EXHAUST	42"	30"	6"	5,000	0.15	4.45	1,125	GREENHECK	ESD-635	
WPL-4	WEST STAIRWELL EXHAUST	42"	30"	6"	5,000	0.15	4.45	1,125	GREENHECK	ESD-635	

SPLIT SYSTEM (HEAT PUMP) INDOOR UNIT (IU) SCHEDULE

NOTES:
1. PROVIDE SIDE ACCESS FILTER HOUSING ON RETURN DUCT CONNECTION TO UNIT.
2. UNIT TO OPERATE TO MAINTAIN TEMPERATURE SENSED BY TEMPERATURE SENSOR IN RETURN AIR DUCT.

TAG	OUTDOOR UNIT SERVICE	CONFIGURATION	FAN			FILTER SECTION		HEAT PUMP NOMINAL CAPACITY (AHRI CONDITIONS)		REFRIGERANT	NATURAL GAS HEAT SECTION			ELECTRICAL				MANUFACTURER	MODEL	NOTES
			AIRFLOW (CFM)	ESP (in-wg)	DRIVE TYPE	DEPTH (IN)	TYPE / MERV	COOLING (BTUH)	HEATING (BTUH)		INPUT (BTUH)	OUTPUT (BTUH)	GAS AFUE %	VOLTAGE	PHASE	MCA	MOCP			
HP-1	OU-1	UPFLOW	1,600	0.5	ECM - VARIABLE SPEED	2	MERV 8	28,400	28,600	R-32	80,000	77,600	94.1	120	1	11.4	15	DAIKIN	DD97MC0804CN	1, 2

HEAT PUMP OUTDOOR UNIT (OU) SCHEDULE

NOTES:

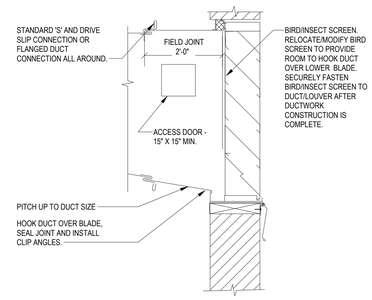
TAG	DESIGN OUTDOOR AMBIENT TEMPERATURE (°F)		REFRIGERANT TYPE	TOTAL COOLING CAPACITY (BTUH)	TOTAL HEATING CAPACITY (BTUH)	EER2	HSPF2	ELECTRICAL				MANUFACTURER	MODEL	NOTES
	COOLING	HEATING						VOLTAGE	PHASE	MCA	MOCP			
OU-1	105	47	R-32	28,400	28,800	10	8.5	208	1	22	25	DAIKIN	DH6VSA3010	-

1

GRILLE, REGISTER, AND DIFFUSER SCHEDULE

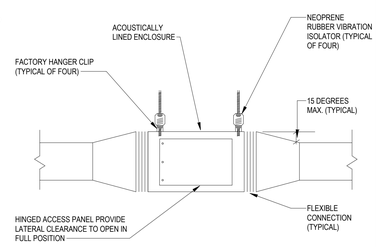
NOTES:
1. PROVIDE UNIT WITH FACE OPERABLE DAMPER.

TAG	DESCRIPTION	MAXIMUM FLOW (CFM)	FRAME/MODULE SIZE		MAX NC	MATERIAL	FINISH/COLOR	MANUFACTURER	MODEL	NOTES
			WIDTH	HEIGHT						
SG-1	DOUBLE DEFLECTION SUPPLY GRILLE	160	10"	10"	30	STEEL	WHITE	PRICE	510D	1



NOTES:
1. SEAL ALL DUCT JOINTS , CORNERS AND SEAMS WATERTIGHT USING SEALANT AND OR SOLDERING. REFER TO SPECIFICATION SECTION 23 31 00 FOR ACCEPTABLE SEALANTS TO BE UTILIZED IN DUCT SYSTEMS

A5 LOUVER DETAIL



A6 IN-LINE EXHAUST FAN DETAIL

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1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

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MECHANICAL SCHEDULES & DETAILS

SHEET NUMBER:
M-501

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FIRE ALARM

- FIRE ALARM PANEL - SEMI-FLUSH MOUNTED - (X) INDICATES DESIGNATION (FAAP) ANNUNCIATOR PANEL (FACU) CONTROL UNIT (NAC) NAC PANEL (FSS) FIRE SUPPRESSION CONTROL PANEL
- FIRE ALARM PANEL - SURFACE MOUNTED - (X) INDICATES DESIGNATION (FAAP) ANNUNCIATOR PANEL (FACU) CONTROL UNIT (NAC) NAC PANEL (FSS) FIRE SUPPRESSION CONTROL PANEL
- FIRE FIGHTER'S TELEPHONE JACK - MOUNTED 3'-8" AFF UOI
- FIRE FIGHTER'S HAND SET - MOUNTED 3'-8" AFF UOI
- PULL STATION - MOUNTED 3'-8" AFF UOI
- HEAT DETECTOR
- BEAM SMOKE DETECTOR - CEILING MOUNTED - (X) INDICATES TYPE: - (PR) PRISM REFLECTOR - (RE) RECEIVER - (TR) TRANSMITTER - (TR/RE) TRANSMITTER / RECEIVER IN ONE
- BEAM SMOKE DETECTOR - WALL MOUNTED - (X) INDICATES TYPE: - (CTL) CONTROLLER - (PR) PRISM REFLECTOR - (RE) RECEIVER - (TR) TRANSMITTER - (TR/RE) TRANSMITTER / RECEIVER IN ONE
- PHOTO - ELECTRIC SMOKE DETECTOR - CEILING MOUNTED - (X) INDICATES TYPE: (NONE) STANDARD (CO) CARBON MONOXIDE (ER) ELEVATOR RECALL (MS) MULTIPLE STATION (SB) SOUNDER BASE (SS) SINGLE STATION
- PHOTO - ELECTRIC SMOKE DETECTOR - WALL MOUNTED 1'-0" BFC UOI - (X) INDICATES TYPE: (NONE) STANDARD (CO) CARBON MONOXIDE (ER) ELEVATOR RECALL (MS) MULTIPLE STATION (SB) SOUNDER BASE (SS) SINGLE STATION
- CARBON MONOXIDE DETECTOR - CEILING MOUNTED - (X) INDICATES TYPE: (NONE) STANDARD (MS) MULTIPLE STATION (SB) SOUNDER BASE (SS) SINGLE STATION
- CARBON MONOXIDE DETECTOR - WALL MOUNTED 1'-0" BFC UOI - (X) INDICATES TYPE: (NONE) STANDARD (MS) MULTIPLE STATION (SB) SOUNDER BASE (SS) SINGLE STATION
- DUCT SMOKE DETECTOR
- REMOTE TEST SWITCH AND / OR INDICATOR
- FAN SHUTDOWN RELAY
- SMOKE DAMPER
- MAGNETIC DOOR HOLDER
- CONTROL MODULE
- MONITOR MODULE
- FLOW SWITCH
- TAMPER SWITCH
- PRESSURE SWITCH
- END OF LINE RESISTOR
- FIRE ALARM STROBE NOTIFICATION APPLIANCE - WALL MOUNTED 6'-8" AFF OR 6" BFC, WHICHEVER IS LOWER
- FIRE ALARM STROBE NOTIFICATION APPLIANCE - CEILING MOUNTED - (X) INDICATES STROBE CANDELA RATING
- FIRE ALARM SPEAKER / STROBE NOTIFICATION APPLIANCE - WALL MOUNTED 6'-8" AFF OR 6" BFC, WHICHEVER IS LOWER - (X) INDICATES STROBE CANDELA RATING
- FIRE ALARM SPEAKER / STROBE NOTIFICATION APPLIANCE - CEILING - (X) INDICATES STROBE CANDELA RATING
- FIRE ALARM SPEAKER NOTIFICATION APPLIANCE - WALL MOUNTED 6'-8" AFF OR 6" BFC, WHICHEVER IS LOWER
- FIRE ALARM SPEAKER NOTIFICATION APPLIANCE - CEILING
- FIRE ALARM SUPERVISED HORN LOUDSPEAKER NOTIFICATION APPLIANCE - WALL MOUNTED 6'-8" AFF OR 6" BFC, WHICHEVER IS LOWER
- FIRE ALARM BELL - WALL MOUNTED 6'-8" AFG UOI

GENERAL SYMBOLS

- NORTH INDICATOR
- ELEVATION VIEW INDICATOR (A1 / E-201 / A1)
- SECTION VIEW INDICATOR (A6 / E-501)
- VIEW CALLOUT (A6 / E-501)
- VIEW INDICATOR (1 / E-XXX)
- PICTURE LOCATION REFERENCE (X / E-XXX)
- KEYNOTE INDICATOR (01)
- REVISION CLOUD
- REVISION INDICATOR (1)

VIEW LOCATION LEGEND

D1	D2	D3	D4	D5	D6
C1	C2	C3	C4	C5	C6
B1	B2	B3	B4	B5	B6
A1	A2	A3	A4	A5	A6

ELECTRICAL SHEET INDEX

E-001	ELECTRICAL SYMBOLS, ABBREVIATIONS & SHEET INDEX
E-102	LEVEL 1 PLAN - POWER & SYSTEMS
E-103	LEVEL 2 PLAN - POWER & SYSTEMS
E-104	LEVEL 3 PLAN - POWER & SYSTEMS
E-112	LEVEL 1 PLAN - LIGHTING
E-113	LEVEL 2 PLAN - LIGHTING
E-114	LEVEL 3 PLAN - LIGHTING
E-601	ELECTRICAL SCHEDULES
E-610	PANEL SCHEDULES
E-620	ELECTRICAL ONE-LINE POWER DIAGRAM

LIGHTING CONTROL

SWITCH / SENSOR TYPE ABBREVIATIONS:
(2) TWO POLE
(3) THREE WAY
(4) FOUR WAY
(A) ADDED TO ANY CEILING SENSOR IS FOR AUXILIARY RELAY FOR HVAC CONNECTION.
(50) OCCUPANCY SENSOR (AUTO OFF / 50% ON)
(D) DAYLIGHT SENSOR
(D50) DAYLIGHT / OCCUPANCY SENSOR (AUTO OFF / 50% ON)
(DLS) DUAL LEVEL SWITCH
(DO) DAYLIGHT / OCCUPANCY SENSOR
(DV) DAYLIGHT / VACANCY SENSOR
(K) KEY OPERATED
(O) OCCUPANCY SENSOR (AUTO OFF / AUTO FULL ON)
(P) WITH PILOT LIGHT
(T) TIMER
(V) VACANCY SENSOR (AUTO OFF / MANUAL ON)

- MANUAL WALL SWITCH - MOUNTED 3'-8" AFF UOI - SINGLE POLE UON - ON / OFF - (a) INDICATES SWITCH DESIGNATION - (X) INDICATES SWITCH TYPE
- MANUAL WALL DIMMER - MOUNT AT 3'-8" AFF UOI - (a) INDICATES SWITCH DESIGNATION - (X) INDICATES SWITCH TYPE
- MOMENTARY CONTACT SWITCH - MOUNTED 3'-8" AFF UOI - (Y) INDICATES MOMENTARY CONTACT SWITCH DESIGNATION (SEE FACEPLATE DETAIL AND SCHEDULE)
- TOUCH SCREEN CONTROL STATION - MOUNTED 3'-8" AFF UOI - ASSOCIATED WITH A NETWORKED LIGHTING CONTROLS SYSTEM - DIGITAL TOUCH SCREEN CONTROL - ACUITY FRESCO OR NLIGHT UNITOUCH - (Y) INDICATES CONTROL STATION DESIGNATION (SEE FACEPLATE DETAIL AND SCHEDULE)
- DIGITAL LIGHTING CONTROL STATION - MOUNTED 3'-8" AFF UOI - ASSOCIATED WITH A NETWORKED LIGHTING CONTROLS SYSTEM - SWITCHES AND DIMMER SWITCHES WITH OR WITHOUT SENSORS AND PUSH BUTTON SCENE CONTROLLERS WITH OUR WITHOUT DIMMING - (Y) INDICATES DIGITAL LIGHTING CONTROL STATION DESIGNATION (SEE FACEPLATE DETAIL AND SCHEDULE)
- CEILING SENSOR - (X) INDICATES SENSOR TYPE
- PHOTOCELL
- CONTACTOR - (Y) INDICATES CONTACTOR DESIGNATION (SEE SCHEDULE)
- TIME CLOCK - (Y) INDICATES TIME CLOCK DESIGNATION (SEE SCHEDULE)
- CABINET - TOP (X) INDICATES TYPE: BB - BACKBONE LCP - LIGHTING CONTROL PANEL RP - RELAY PANEL - BOTTOM (Y) INDICATES DESIGNATION (SEE SCHEDULE)

LIGHTING FIXTURE DESIGNATIONS

- SHADING INDICATES FIXTURE WIRED TO EMERGENCY OR UNSWITCHED NIGHT LIGHTING CIRCUIT
- AA-1b — LIGHT FIXTURE DESIGNATION - (AA) INDICATES FIXTURE TYPE - (1) INDICATES CIRCUIT NUMBER (PANEL BOUNDS AS INDICATED ON DRAWINGS) - (b) INDICATES CONTROL DESIGNATION (IF NOT INDICATED, CONTROLLED VIA SWITCH AT ROOM ENTRY) - (NL) INDICATES UNSWITCHED NIGHT LIGHTING

TYPICAL AT EACH FIXTURE LOCATION:
- ca — CONTACTOR DESIGNATION / CONTROLLED VIA CONTACTOR
- dal — DIMMER CHANNEL / CABINET DESIGNATION / CONTROLLED VIA ELECTRONIC DIMMING SYSTEM
- oa — SPECIFIC DEVICE DESIGNATION CONTROLLING CIRCUIT OR PORTION OF CIRCUIT / OCCUPANCY SENSOR CONTROLLED
- ra — RELAY DESIGNATION CONTROLLING CIRCUIT OR PORTION OF CIRCUIT / LOW VOLTAGE RELAY CONTROLLED VIA RELAY CABINET
- ts — TIME CLOCK DESIGNATION / TIME CLOCK CONTROLLED

LIGHTING FIXTURES

- SURFACE OR PENDANT MOUNTED
- RECESS MOUNTED
- WALL SURFACE MOUNTED
- WALL RECESS MOUNTED
- STRIP LIGHT OR UNDER CABINET LIGHT
- LIGHTING TRACK - LENGTH AS INDICATED ON DRAWINGS - NUMBER AND DIRECTION OF FIXTURES AS INDICATED ON DRAWINGS AND / OR SCHEDULE
- SURFACE MOUNTED ACCENT - ARROW INDICATES DIRECTION OF ILLUMINATION
- RECESS MOUNTED ACCENT - ARROW INDICATES DIRECTION OF ILLUMINATION
- POLE MOUNTED WITH ARM
- POST TOP POLE
- BOLLARD
- FLOOD LIGHT
- EMERGENCY BATTERY UNIT - WALL MOUNT AT 8'-0" AFF UOI
- EMERGENCY BATTERY UNIT CEILING
- EMERGENCY BATTERY SINGLE REMOTE HEAD - WALL MOUNT AT 8'-0" AFF UOI
- EMERGENCY BATTERY DUAL REMOTE HEAD - WALL MOUNT AT 8'-0" AFF UOI
- WALL MOUNTED EXIT LIGHT FIXTURE WITH EMERGENCY HEADS - MOUNT AT 8'-0" AFF UOI - SHADING INDICATES FACE(S) - ARROW(S) AND FACE(S) AS INDICATED ON DRAWINGS
- CEILING MOUNTED EXIT LIGHT FIXTURE WITH EMERGENCY HEADS - SHADING INDICATES FACE(S) - ARROW(S) AND FACE(S) AS INDICATED ON DRAWINGS
- CEILING MOUNTED EXIT LIGHT FIXTURE - SHADING INDICATES FACE(S) - ARROW(S) AND FACE(S) AS INDICATED ON DRAWINGS
- WALL MOUNTED EXIT LIGHT FIXTURE - MOUNT AT 8'-0" AFF UOI - SHADING INDICATES FACE(S) - ARROW(S) AND FACE(S) AS INDICATED ON DRAWINGS

ELECTRICAL ABBREVIATIONS

1P	-	ONE POLE
2P	-	TWO POLE
3P	-	THREE POLE
4P	-	FOUR POLE
1P, 1W	-	ONE POLE, ONE WIRE
1P, 2W	-	ONE POLE, TWO WIRE
2P, 2W	-	TWO POLE, TWO WIRE
2P, 3W	-	TWO POLE, THREE WIRE
3P, 2W	-	THREE POLE, TWO WIRE
3P, 3W	-	THREE POLE, THREE WIRE
3P, 4W	-	THREE POLE, FOUR WIRE
4P, 4W	-	FOUR POLE, FOUR WIRE
A	-	AMPERE
AC	-	ALTERNATING CURRENT
AF	-	AMPERE FRAME
AFF	-	ABOVE FINISHED FLOOR
AFG	-	ABOVE FINISHED GRADE
AIC	-	AMPERE INTERRUPTING CAPACITY
ANSI	-	AMERICAN NATIONAL STANDARDS INSTITUTE
AL	-	ALUMINUM
AS	-	AMP SWITCH
AT	-	AMP TRIP
ARCH	-	ARCHITECT
ATS	-	AUTOMATIC TRANSFER SWITCH
A / V	-	AUDIO VISUAL
AWG	-	AMERICAN WIRE GRADE
B	-	PEDESTAL MOUNTED ON BENCH TOP
BF	-	BELOW FLOOR
BFC	-	BELOW FINISHED CEILING
BFF	-	BELOW FINISHED FLOOR
BFG	-	BELOW FINISHED GRADE
BLDG	-	BUILDING
C	-	CONDUIT
CAM	-	CAMERA
CAT	-	CATALOG
CATV	-	CABLE TELEVISION
CB	-	CIRCUIT BREAKER
CKT	-	CIRCUIT
CLG	-	CEILING MOUNTED
CO	-	COPPER
CT	-	CURRENT TRANSFORMER
CU	-	COPPER
CL	-	CENTERLINE
DC	-	DIRECT CURRENT
DR	-	DRYER
Δ	-	DELTA
DISC	-	DISCONNECT
DW	-	DISHWASHER
DWG	-	DRAWING
E	-	EMERGENCY
EC	-	ELECTRICAL CONTRACTOR
EMT	-	ELECTRIC METALLIC TUBING
ETR	-	EXISTING TO REMAIN
ER	-	EXISTING TO BE REMOVED
ERL	-	EXISTING TO BE RELOCATED
ERLD	-	RELOCATED EQUIPMENT'S NEW LOCATION
EWC	-	ELECTRIC WATER COOLER
EX	-	EXISTING
FA	-	FIRE ALARM
FLA	-	FULL LOAD AMPS
FO	-	FIBER OPTIC
FPC	-	FIRE PROTECTION CONTRACTOR
GC	-	GENERAL CONTRACTOR
GDS	-	GENERATOR DOCKING STATION
GFCI	-	GROUND FAULT CIRCUIT INTERRUPTER
GFPE	-	GROUND FAULT PROTECTION EQUIPMENT
GND	-	GROUND
GRC	-	GALVANIZED RIGID CONDUIT
HH	-	HANDHOLE
HP	-	HORSEPOWER
HVAC	-	HEATING, VENTILATING, AND AIR CONDITIONING
HZ	-	HERTZ (CYCLE) PER SECOND
IECC	-	INTERNATIONAL ENERGY CONSERVATION CODE
ISP	-	INSIDE PLANT
IT	-	INFORMATION TECHNOLOGY
JB	-	JUNCTION BOX
KVA	-	KILOVOLT AMPERE
KVAR	-	KILOVOLT AMPERE REACTIVE
KW	-	KILOWATT
LP	-	LIGHTING PANEL
LS	-	LIMIT SWITCH
LTG	-	LIGHTING
LV	-	LOW VOLTAGE
MC	-	MECHANICAL CONTRACTOR
MCA	-	MINIMUM CIRCUIT AMPS
MCC	-	MOTOR CONTROL CENTER
MDP	-	MAIN DISTRIBUTION PANEL
MISC	-	MISCELLANEOUS
MH	-	MANHOLE
MLO	-	MAIN LUGS ONLY
MTD	-	MOUNTED
MTG	-	MOUNTING
MTS	-	MANUAL TRANSFER SWITCH
MW	-	MICROWAVE
MV	-	MEDIUM VOLTAGE
N / A	-	NOT APPLICABLE
NC	-	NORMALLY CLOSED
NEC	-	NATIONAL ELECTRIC CODE
NIC	-	NOT IN CONTRACT
NO	-	NORMALLY OPEN
#	-	NUMBER
NTS	-	NOT TO SCALE
OSP	-	OUTSIDE PLANT
P	-	POLE
PB	-	PULL BOX
PC	-	PLUMBING SYSTEM CONTRACTOR
PH	-	PHASE
PNL	-	PANEL OR PANELBOARD
PP	-	POWER PANEL
PR	-	PAIR
PRI	-	PRIMARY
PROJ	-	PROJECTOR
PVC	-	POLYVINYL CHLORIDE
REC	-	RECESSED
RE / CKT	-	REUSE EXISTING CIRCUIT
REF	-	REFRIGERATOR
RSC	-	RIGID STEEL CONDUIT
SC	-	SECURITY CONTRACTOR/UNDING
SEC	-	SECONDARY
SN	-	SOLID NEUTRAL
SP	-	SPARE
SS	-	STAINLESS STEEL
ST	-	SHUNT TRIP
STP	-	SHIELDED TWISTED PAIR
SUSP	-	SUSPENDED
SW	-	SWITCH
SWBD	-	SWITCHBOARD
T	-	TAMPER RESISTANT SAFETY RECEPTACLE
TBB	-	TELECOMMUNICATIONS BONDING BACKBONE
TC	-	TELEPHONE CABINET
TCI	-	TELECOMMUNICATIONS CABLING INSTALLER
TELE / DATA	-	TELEPHONE / DATA
TEL	-	TELEPHONE
TELECOM	-	TELECOMMUNICATIONS
TGP	-	TELECOMMUNICATIONS GROUNDING BUSBAR
TMGB	-	TELECOMMUNICATIONS MAIN GROUNDING BUSBAR
TP	-	TWISTED PAIR
TYP	-	TYPICAL
UG	-	UNDERGROUND
UTP	-	UNSHIELDED TWISTED PAIR
UOI	-	UNLESS OTHERWISE INDICATED
V	-	VOLT
W	-	WATT
WA	-	WASHER
WAP	-	WIRELESS ACCESS POINT
WP	-	WEATHERPROOF
XFMR	-	TRANSFORMER
XR	-	XRAY
XV	-	XRAY VIEWER
Y	-	WYE
ZAM	-	ZONE ADAPTER MODULE

MOTOR STARTERS AND DISCONNECTS

- MANUAL MOTOR STARTER
- MAGNETIC MOTOR STARTER
- MAGNETIC MOTOR STARTER AND DISCONNECT COMBINATION
- DISCONNECT SWITCH SIZE AS INDICATED ON DRAWINGS - (X) INDICATES TYPE: (CB) CIRCUIT BREAKER (F) FUSED (NF) NON-FUSED
- VFD — VARIABLE FREQUENCY DRIVE MOTOR CONTROLLER

EQUIPMENT AND PANELBOARDS

- TRANSFORMER - (X) INDICATES DESIGNATION
- CURRENT TRANSFORMER CABINET
- METER
- MAIN GROUND BAR
- DISTRIBUTION CIRCUIT PANELBOARD - SURFACE MOUNTED - (X) INDICATES DESIGNATION
- BRANCH CIRCUIT PANELBOARD - RECESSED MOUNTED - (X) INDICATES DESIGNATION
- BRANCH CIRCUIT PANELBOARD - SURFACE MOUNTED - (X) INDICATES DESIGNATION

WIRING DEVICES

TYPE ABBREVIATIONS:
(AF) ARC-FAULT CIRCUIT INTERRUPTER
(GF) GROUND FAULT CIRCUIT INTERRUPTING
(TR) TAMPER RESISTANT
(USB) RECEPTACLE WITH ONE TYPE A AND ONE TYPE C USB CHARGING PORTS. 2 AMP CHARGING MINIMUM.
(WP-D) DAMP LOCATION WITH WEATHERPROOF COVER
(WP-W) WET LOCATION WITH WEATHERPROOF IN-USE COVER
(WR) WEATHER RESISTANT

- DUPLEX RECEPTACLE - MOUNTED 1'-6" AFF UOI - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE - (H) INDICATES HORIZONTAL MOUNT
- QUADPLEX RECEPTACLE - MOUNTED 1'-6" AFF UOI - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- DUPLEX RECEPTACLE MOUNTED 6" ABOVE COUNTER BACKSPLASH, UOI - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- QUADPLEX RECEPTACLE MOUNTED 6" ABOVE COUNTER BACKSPLASH, UOI - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- DUPLEX RECEPTACLE - TOP HALF SWITCHED - MOUNTED 1'-6" AFF UOI - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- DUPLEX RECEPTACLE - MOUNTED FLUSH IN COUNTERTOP - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- DUPLEX RECEPTACLE - MOUNTED FLUSH IN CEILING - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- QUADPLEX RECEPTACLE - MOUNTED FLUSH IN CEILING - (X) INDICATES CIRCUIT NUMBER (PANEL BOUNDARY AS INDICATED ON DRAWINGS) - (Y) INDICATES TYPE
- SIMPLEX OUTLET - MOUNT 1'-6" AFF UOI - (Y) INDICATES TYPE
- SPECIAL PURPOSE OUTLET (SPO) - (X) INDICATES SPO DESIGNATION
- MOTOR CONNECTION - (X) INDICATES MOTOR DESIGNATION
- TV / POWER OUTLET BOX 6'-8" AFF UOI.
- PUSHBUTTON - MOUNTED 3'-8" AFF UOI

RACEWAYS AND BOXES

- BUSWAY - RATING AND TYPE AS INDICATED ON DRAWINGS
- MULTI-OUTLET RACEWAY ASSEMBLY - WALL MOUNTED 1'-6" AFF, UOI
- MANHOLE
- HANDHOLE
- PB — PULL BOX
- JUNCTION BOX
- CTB — CABLE TAP BOX
- F — FLOOR BOX - FLUSH - OUTLET TYPES REQUIRED AT EACH BOX AS INDICATED ON DRAWINGS
- P — POKE THRU - FLOOR MOUNTED - OUTLET TYPES REQUIRED AT EACH BOX AS INDICATED ON DRAWINGS
- PP — POWER POLE - OUTLET TYPES REQUIRED AT EACH BOX AS INDICATED ON DRAWINGS

VOICE / DATA - ROUGH-IN ONLY

- VOICE / DATA OUTLET - WALL MOUNTED 1'-6" AFF UOI - (C) INDICATES MOUNTED 6" ABOVE COUNTER BACKSPLASH, UOI
- WAP — WIRELESS ACCESS POINT - WALL MOUNTED
- VOICE / DATA FURNITURE FEED - WALL MOUNTED 1'-0" AFF UOI
- VOICE / DATA OUTLET - CEILING MOUNTED
- WAP — WIRELESS ACCESS POINT - CEILING MOUNTED
- PTWP — PASS THRU WALL PLATE

VOICE / DATA

- #X — VOICE / DATA OUTLET - WALL MOUNTED 1'-6" AFF UOI - (C) INDICATES MOUNTED 6" ABOVE COUNTER BACKSPLASH, UOI - (X) INDICATES QUANTITY AND TYPE (A) AUXILIARY (D) DATA (H) HDMI (R) RCA (U) USB (V) VOICE (VG) VGA (W) WALL PHONE MOUNTED AT 44" AFF (X) COAX
- WAP — WIRELESS ACCESS POINT - WALL MOUNTED - SUPPLY 10' - 0" SERVICE COIL - PROVIDE (2) CATEGORY 6A CABLES
- #X — VOICE / DATA FURNITURE FEED - WALL MOUNTED 1'-0" AFF UOI - (X) INDICATES QUANTITY AND TYPE (D) DATA (V) VOICE
- VOICE / DATA OUTLET - CEILING MOUNTED - (X) INDICATES TYPE (A) AUXILIARY (D) DATA (H) HDMI (R) RCA (VG) VGA (X) COAX
- WAP — WIRELESS ACCESS POINT - CEILING MOUNTED - SUPPLY 10' - 0" SERVICE COIL - PROVIDE (2) CATEGORY 6A CABLES
- PTWP — PASS THRU WALL PLATE

TELECOMMUNICATIONS EQUIPMENT

- TGB — GROUND BAR
- LADDER TRAY X / Y
- BASKET TRAY X / Y
- WIRE MESH TRAY X / Y
- IT CABINET - (X) INDICATES DESIGNATION
- 3/4" PLYWOOD BACKBOARD - (X) INDICATES DESIGNATION
- FLOOR MOUNTED TWO POST IT RACK - (X) INDICATES DESIGNATION
- FLOOR MOUNTED FOUR POST IT RACK - (X) INDICATES DESIGNATION

AREA OF RESCUE ASSISTANCE

- ARA — AREA OF RESCUE ASSISTANCE - (X) INDICATES TYPE: (CP) CONTROL PANEL MOUNT TOP OF PANEL AT 6'-0" AFF UOI (PF) PUSH FOR HELP MOUNT AT 3'-8" AFF UOI (PS) POWER SUPPLY MOUNT TOP OF POWER SUPPLY AT 6'-0" AFF UOI

SECURITY AND ACCESS CONTROL

- SECURITY OR ACCESS CONTROL PANEL - SURFACE MOUNTED - (X) INDICATES DESIGNATION (DACP) DOOR ACCESS CONTROL PANEL (SAP) SECURITY ANNUNCIATOR PANEL (SACP) SECURITY ACCESS CONTROL PANEL
- AA — AUDIBLE ALARM
- CCTV CAMERA - CEILING OR WALL MOUNTED - PROVIDE (1) CATEGORY 6 CABLE - (X) INDICATES TYPE: (WP) WEATHER PROOF (VP) VANDAL PROOF
- CCTV CAMERA - CEILING OR WALL MOUNTED - (X) INDICATES TYPE: (WP) WEATHER PROOF (VP) VANDAL PROOF
- CR — CARD READER - WALL MOUNTED 3'-8" AFF UOI - (X) INDICATES TYPE: (M) MULLION MOUNT (WP) WEATHER PROOF (VP) VANDAL PROOF
- DE — DELAYED EGRESS
- DC — DOOR CONTACT
- DHG — DOOR HARDWARE GROUP (DHG) - (X) INDICATES: DHG DESIGNATION
- DPS — DOOR POSITION SWITCH
- DR — DOOR RELEASE PUSH BUTTON - WALL MOUNTED 3'-8" AFF UOI
- DRS — DOOR RELEASE SWITCH
- DB — DURESS BUTTON
- EFED — ELECTRIC FIRE EXIT DEVICE
- EL — ELECTRIC LOCKING DEVICE
- EPD — ELECTRIC PANIC DEVICE
- EPT — ELECTRIC POWER TRANSFER
- ES — ELECTRIC STRIKE
- ETW — ELECTRIC THROUGH WIRE HINGE
- GB — GLASS BREAK DETECTOR
- IR — INFRARED MOTION SENSOR
- KP — KEY PAD
- KS — KEY SWITCH
- ML — MAGNETIC LOCK
- M — MONITOR
- MD — MOTION DETECTOR
- PB — PANIC BUTTON
- PS — POWER SUPPLY
- PTH — POWER TRANSFER HINGE
- RSD — REMOTE STATUS DISPLAY
- REX — REQUEST TO EXIT SENSOR
- SD — SOUND DETECTOR

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CLIENT:
DE PERE

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

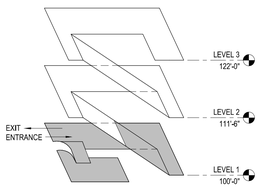
PROJECT INFORMATION:
PROJECT NUMBER: 2025-0025.00
DATE: 08/01/2025
DRAWN BY: KBA
CHECKED BY: KEZ
APPROVED BY: Approver
SCALE: AS NOTED

SHEET TITLE:
ELECTRICAL SYMBOLS, ABBREVIATIONS & SHEET INDEX

SHEET NUMBER:
E-001

Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_E25.rvt
8/1/2025 3:18:55 PM

ISOMETRIC KEY PLAN

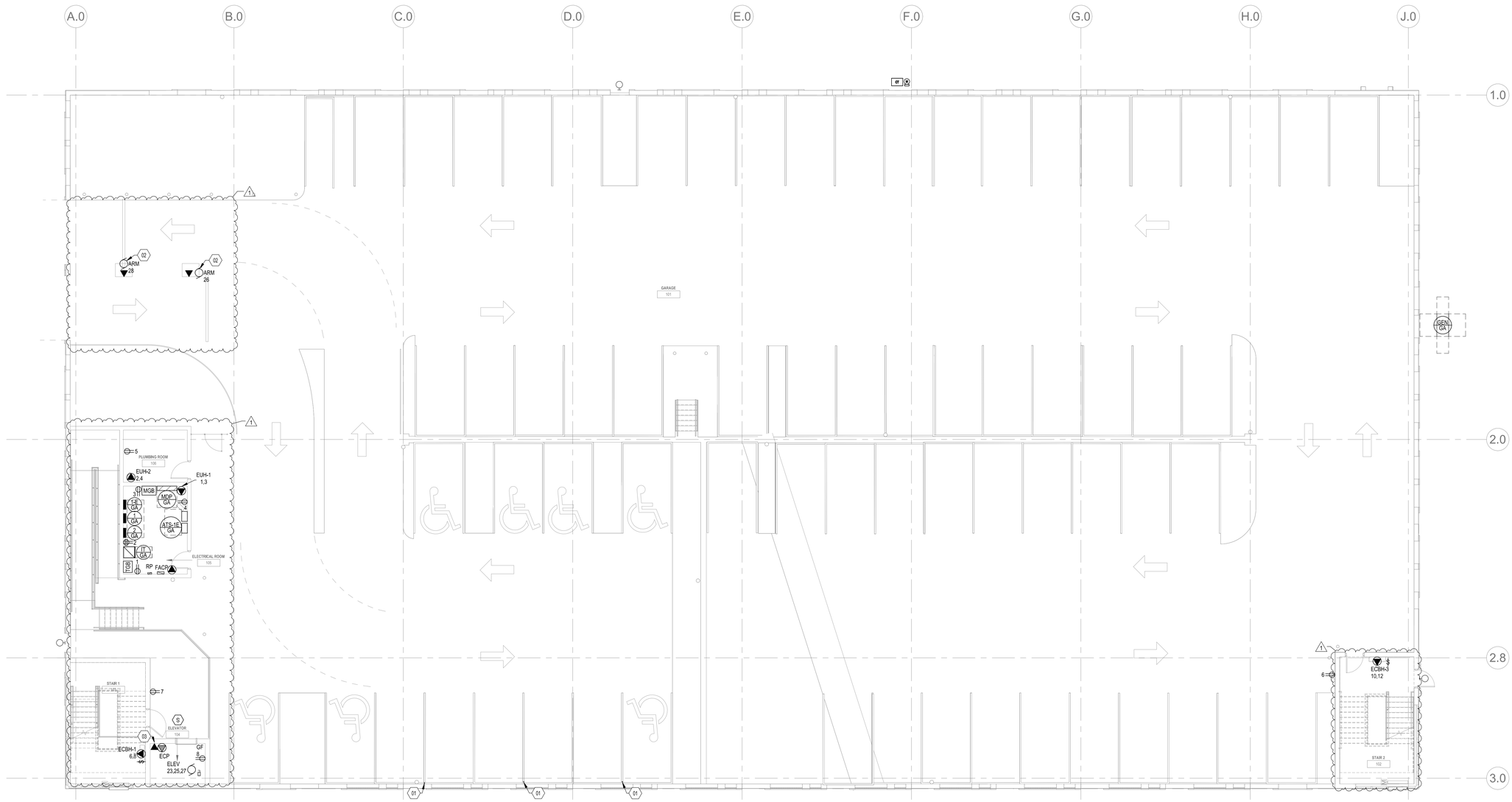


GENERAL SHEET NOTES

A. ALL CIRCUITS ON RECEPTACLES ARE FED FROM PANEL 1/GA. ALL CIRCUITS ON EQUIPMENT ARE FED FROM 2/GA
B. THIS IS A GENERAL NOTE.
C. THIS IS A GENERAL NOTE.

SHEET KEYNOTES

01 PROVIDE CONDUIT STUB UP 9" FROM WALL FOR FUTURE DUAL-PORT CHARGING STATION.
02 ROUTE POWER AND COMMUNICATION TO ELECTRICAL ROOM L103, UNDER FLOOR SLAB. PROVIDE 1" CONDUIT FOR COMMUNICATIONS.
03 PROVIDE DEDICATED TELPHONE LINE FOR FIRE DEPARTMENT.



A1 LEVEL 1 POWER & SYSTEMS
1/8" = 1'-0"

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CLIENT:
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PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:

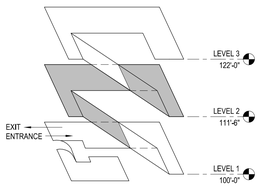
PROJECT NUMBER:	2025-0025.00
DATE:	08/01/2025
DRAWN BY:	KBA
CHECKED BY:	KEZ
APPROVED BY:	Approver
SCALE:	AS NOTED

SHEET TITLE:
LEVEL 1 PLAN - POWER & SYSTEMS

SHEET NUMBER:
E-102

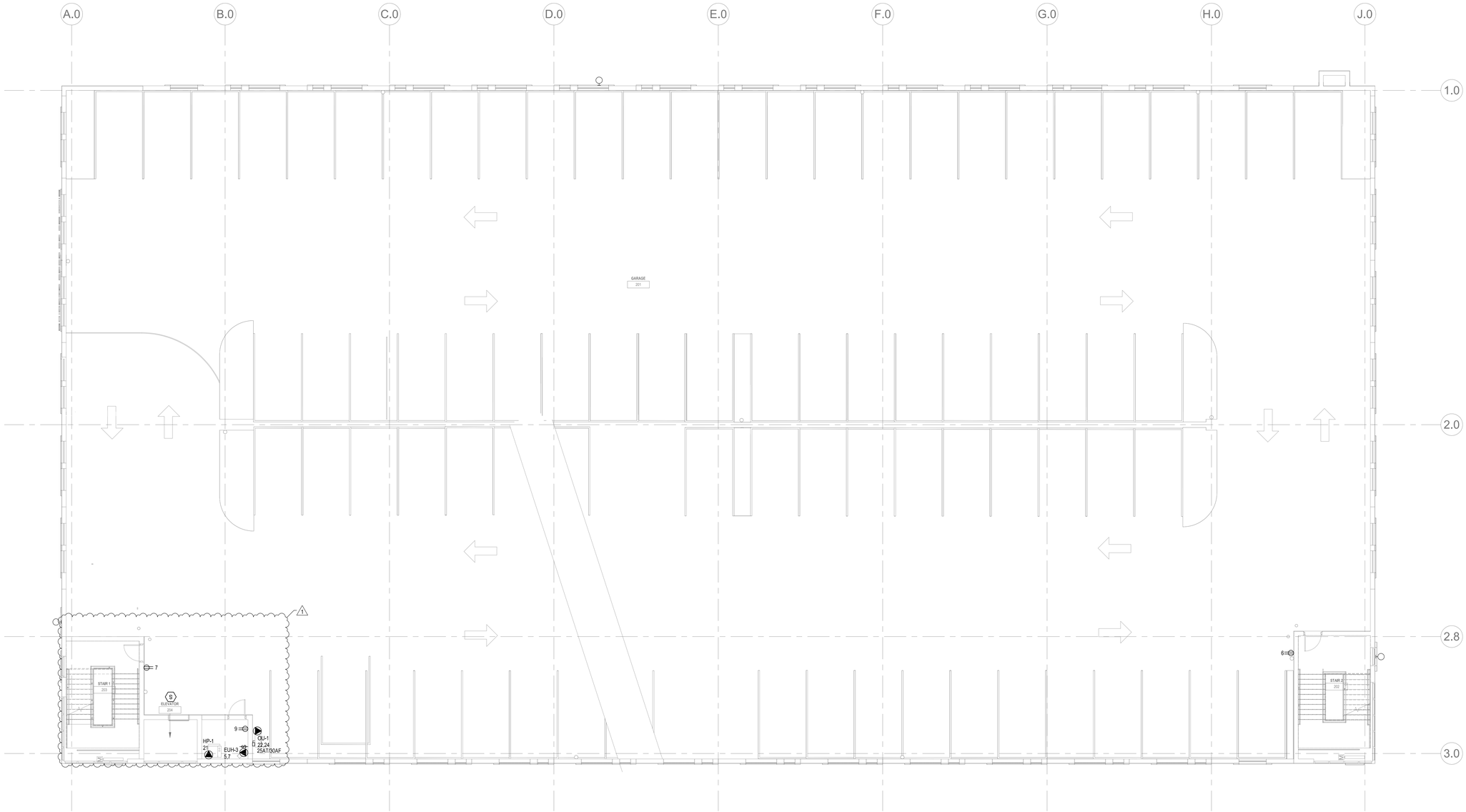
Autodesk Docs://De Pere Parking Facility Design /2025-0025.00_E25.rvt
8/1/2025 3:18:55 PM

ISOMETRIC KEY PLAN



GENERAL SHEET NOTES

SHEET KEYNOTES



A1 LEVEL 2 POWER & SYSTEMS

1/8" = 1'-0"

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414 / 259 1500

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CLIENT:

DE PERE

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:

DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

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LEVEL 2 PLAN - POWER & SYSTEMS

SHEET NUMBER:

E-103

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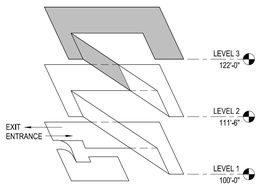
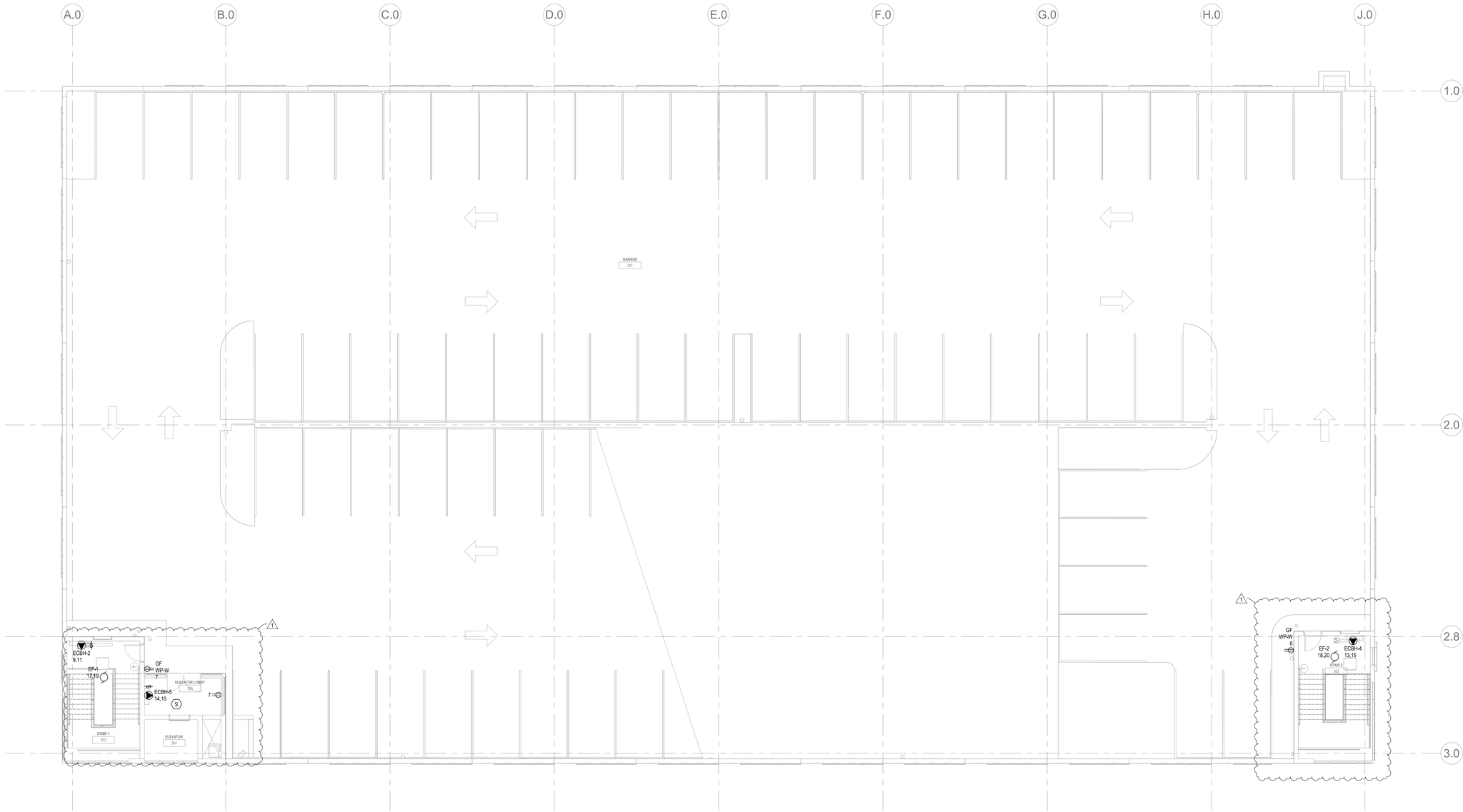
ISOMETRIC KEY PLAN



GENERAL SHEET NOTES

SHEET KEYNOTES



A1 LEVEL 3 POWER & SYSTEMS

1/8" = 1'-0"

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LEVEL 3 PLAN - POWER & SYSTEMS

SHEET NUMBER:

E-104

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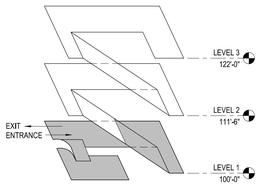
ISOMETRIC KEY PLAN



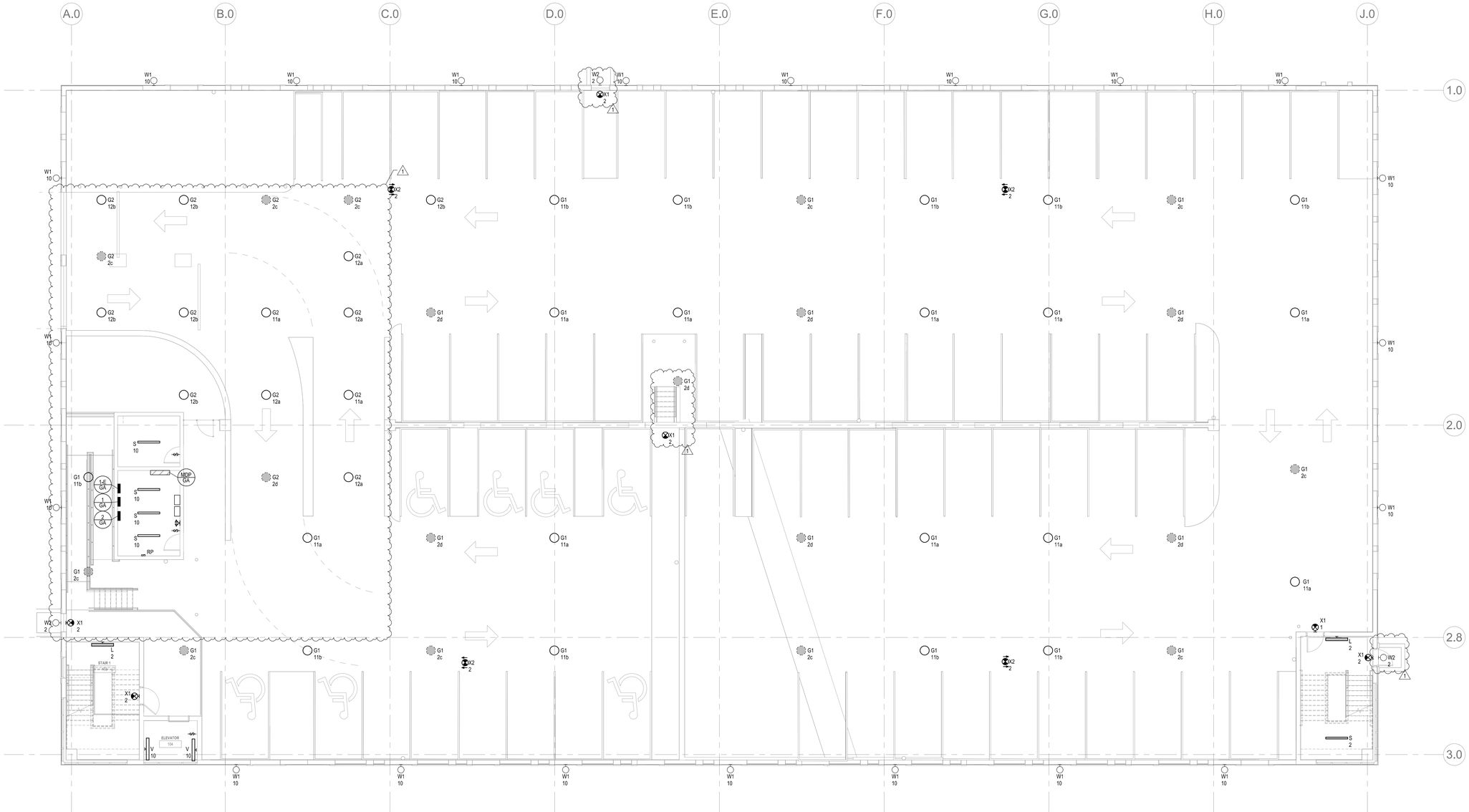
LIGHTING CONTROL DESIGNATION

a. 24 HOUR ON. DIM TO 50% WITH OCCUPANCY SENSOR.
b. DIM TO 50% WITH OCCUPANCY SENSOR. OFF WITH PHOTOCELL.
c. DIM TO 50% WITH OCCUPANCY SENSOR. OFF WITH PHOTOCELL. 100% IF NORMAL POWER IS LOST.
d. 24 HOUR ON. DIM TO 50% WITH OCCUPANCY SENSOR. 100% IF NORMAL POWER IS LOST.

GENERAL SHEET NOTES

A. THIS IS A GENERAL NOTE.
B. THIS IS A GENERAL NOTE.
C. THIS IS A GENERAL NOTE.

SHEET KEYNOTES



A1 LEVEL 1 LIGHTING PLAN

1/8" = 1'-0"

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SHEET TITLE:

LEVEL 1 PLAN - LIGHTING

SHEET NUMBER:

E-112

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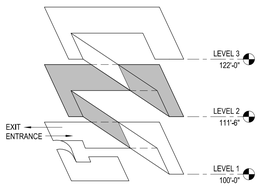
ISOMETRIC KEY PLAN



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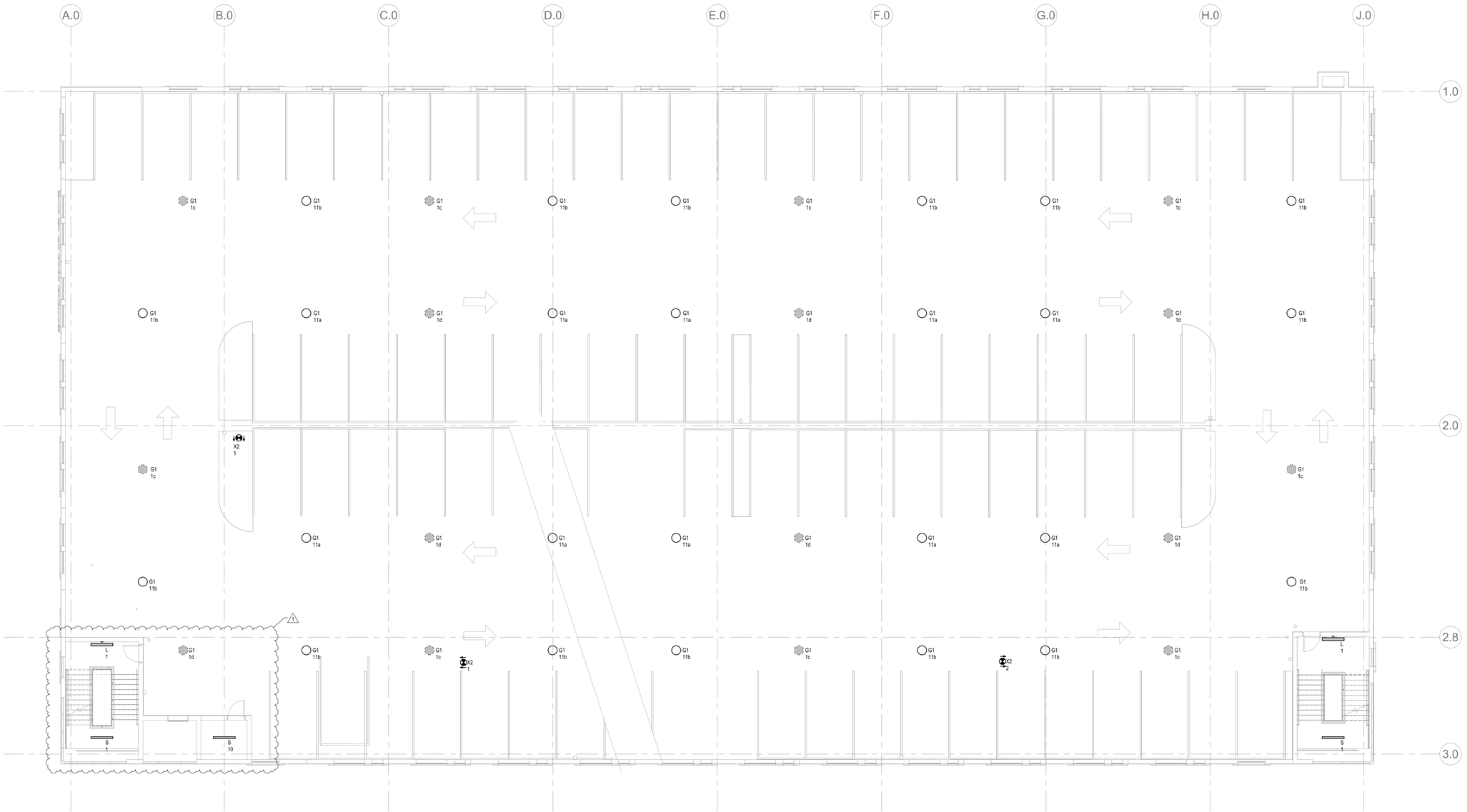

A1 LEVEL 2 LIGHTING PLAN
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SHEET TITLE:
LEVEL 2 PLAN - LIGHTING

SHEET NUMBER:
E-113

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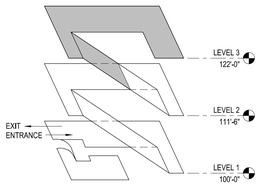
ISOMETRIC KEY PLAN



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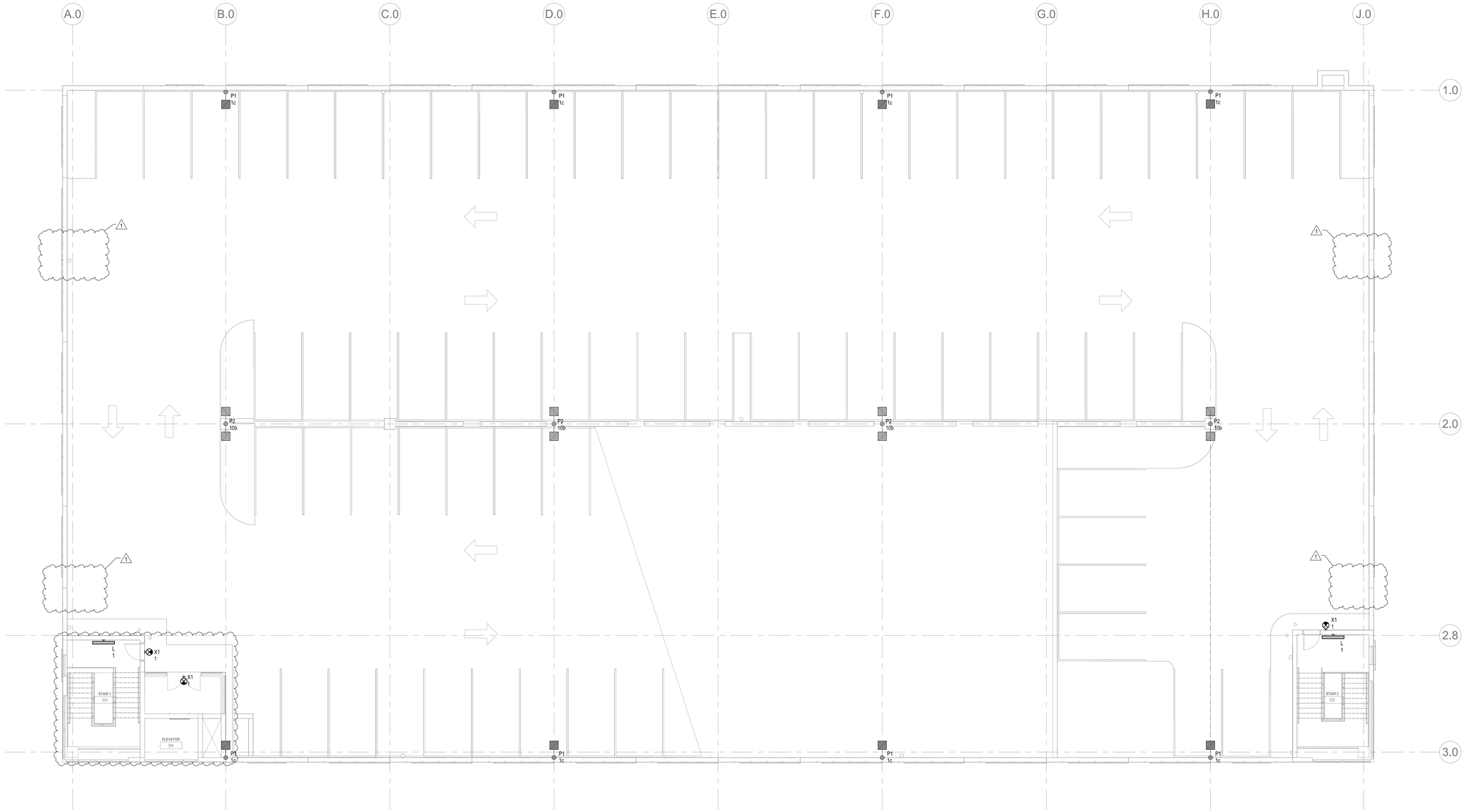

A1 LEVEL 3 LIGHTING PLAN

1/8" = 1'-0"

N

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LEVEL 3 PLAN - LIGHTING

SHEET NUMBER:

E-114

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LIGHT FIXTURE SCHEDULE

GENERAL NOTES:

A. SEE SPECIFICATION SECTION FOR ADDITIONAL INFORMATION REGARDING FIXTURE AND INSTALLATION REQUIREMENTS.

B. MANUFACTURERS LISTED AS ACCEPTABLE SHALL MEET ALL REQUIREMENTS AND FEATURES INDICATED. ACCEPTABLE MANUFACTURERS MUST MEET THE PHOTOMETRIC PERFORMANCE OF THE LISTED UNIT. ELECTRICAL CONTRACTOR SHALL ENSURE THE FIXTURE DEPTH / HEIGHT WILL COMPLY WITH ADA REQUIREMENTS AND WILL NOT INTERFERE WITH OTHER TRADES WITHIN THE CEILING CAVITY.

C. ELECTRICAL CONTRACTOR SHALL COORDINATE T-GRID, WOOD AND SPECIALTY CEILING SYSTEMS WITH ARCHITECT PRIOR TO ORDERING.

D. ELECTRICAL CONTRACTOR SHALL PROVIDE ALL REQUIRED PARTS AND PIECES FOR A COMPLETE INSTALLATION.

E. ALL REMOTE DRIVERS SHALL BE LOCATED IN AN ACCESSIBLE LOCATION THAT MEETS THE AMBIENT TEMPERATURE REQUIREMENTS OF THE DRIVER. ELECTRICAL CONTRACTOR SHALL VERIFY WITH SUBMITTED SHOP DRAWING WIRING DIAGRAMS THAT ALL DRIVER LOCATIONS ARE WITHIN MANUFACTURER'S RECOMMENDED DISTANCE REQUIREMENTS.

NOTES:

1.

TAG	PERFORMANCE & ELECTRICAL DATA				LIGHT FIXTURE PROPERTIES				OPTIONS & ACCESSORIES						NO EQUALS	ACCEPTABLE MANUFACTURERS	MOUNTING				SEE NOTE
	LUMENS	KELVIN TEMP	LOAD	FIXTURE VOLTAGE	DESCRIPTION	MANUFACTURER	CATALOG SERIES	DEPTH OR HEIGHT	ACCESSORIES / DOOR / REFLECTOR / TRIM TYPE	COLOR / FINISH	DIMMING TYPE	DRIVER LOCATION	LENS TYPE	REQUIRED LISTINGS	SENSOR TYPE			MATERIAL	TYPE	HEIGHT	HEIGHT TO	
G1	5000	3000K	34 VA	120	OPULENCE SMALL PENDANT	LSI LIGHTING	OPS PD 5L 5Q UNV 30K8 XXX ALBMR1	0' - 7"		W								C	PRS	10' 6"		
G2	14000	3000K	100 VA	120	PARKING GARAGE RECESSED DOWNLIGHT	LSI LIGHTING	OPS PD 14L 5Q UNV 30K8 XXX	0' - 7"		W								C	PRS	10' 6"		
L	5000	3000K	36 VA	120	INDUSTRIAL GRADE STAIRWELL FIXTURE	LSI LIGHTING	SW4 50L 830 UNV IMUS	0' - 6"		W								C	W	6'		
P1	6000	3000K	39 VA	120	SINGLE HEAD POLE LIGHT	LSI LIGHTING	MRS LED 6L SIL FT UNV DIM 30 80CRI IL BRZ ON DBZ 11'-4" POLE	1' - 0"	ISL	DBZ								C	PO	15'		
P2	6000	3000K	78 VA	120	DUAL HEAD POLE LIGHT	LSI LIGHTING	(2) MRS LED 6L SIL FT UNV DIM 30 80CRI IL BRZ ON DBZ 11'-4" POLE	1' - 0"	ISL	DBZ								C	PO	15'		
S	3000	3000K	30 VA	120	CEILING MOUNTED STRIP LIGHT	LSI LIGHTING	SDL4 LED 30L FL UNV DIM1 30 80CRI	0' - 6"		W								C	S	10'		
V	6240	3000K	48 VA	120-277	ELEVATOR PIT LIGHTS	MAXLITE	LSU4U23WCSCR	0' - 6"		W								C	W	6'		
W1	3630	3000K	27 VA	120	EXTERIOR WALL SCONCE	LIGHTWAY	MDIW 738-LED 2 X XX WSA DIM 42	3' - 0"		DBZ								C	W	9'		
W2	1500	4000K	15 VA	120	EXTERIOR WALLPACK	LSI LIGHTING	AWL BR EP	0' - 6"		DBZ								C	W	8'		
W3			5 VA					0' - 2 1/2"														
X1			1 VA	120	SINGLE SIDED UNIVERSAL MOUNTE EXIT SIGN	LIGHTALARMS	WWXV-1-R-4X	<varies>		W								<varies>	<varies>	<varies>		
X2			1 VA	120	TWO SIDED UNIVERSAL MOUNT EXIT SIGN	LIGHTALARMS	WWXV-1-R-4X	1' - 0 1/2"		W								C	S	10' 6"		

SPECIAL PURPOSE OUTLET SCHEDULE

GENERAL NOTES:

A. LOADS SHOWN ON THE SPECIAL PURPOSE OUTLET SCHEDULE MAY REQUIRE EITHER A RECEPTACLE (A PLUG-IN CONTACT DEVICE AS DEFINED BY THE NEC) OR MAY REQUIRE A DIRECT CONNECTION (HARDWIRED) TO THE LOADS BRANCH CIRCUIT. FOR EACH LOAD THE ELECTRICAL CONTRACTOR SHALL CONFIRM THE TYPE OF TERMINATION REQUIRED AS INDICATED ON THE EQUIPMENT MANUFACTURER'S SHOP DRAWINGS. ALL RECEPTACLES, DISCONNECT SWITCHES, OR OTHER DEVICES REQUIRED FOR TERMINATION OF THESE CIRCUITS SHALL BE INCLUDED IN THE CONTRACTOR'S BASE BID. LOADS ON THIS SCHEDULE MAY ALSO REQUIRE NON-STANDARD ELECTRICAL ROUGH-IN HEIGHTS. ELECTRICAL CONTRACTOR SHALL ALSO VERIFY RACEWAY ROUGH-IN HEIGHTS FOR THESE LOADS WITH EQUIPMENT SHOP DRAWINGS PRIOR TO RACEWAY ROUGH-IN.

B. ALL MOUNTING HEIGHTS ARE MEASURED FROM ABOVE FINISHED FLOOR OR GRADE TO THE CENTER OF BOX, UNLESS OTHERWISE INDICATED.

C. IF THE NEMA TYPE IS LEFT BLANK IT IS A DIRECT CONNECTION.

D. IF THE WORD "VARIES" APPEARS IN THE PANEL AND/OR CIRCUIT COLUMNS, SEE FLOOR PLANS FOR CIRCUITING INFORMATION.

NOTE:

1. ***

TAG	DRIVING	LOCATION	POWER				FEED FROM		BREAKER		WIRING				RECEPTACLE INFORMATION				MOUNTING HEIGHT	SEE NOTE
			SPECIFIED SIZE	VOLTAGE	PHASE	ELECTRICAL LOAD	PANEL	CIRCUIT	SIZE	POLES	PHASE & NEUTRAL QTY	PHASE & NEUTRAL SIZE	GROUND SIZE	COND.	ARC-FAULT CIRCUIT INTERRUPTER	GFCI	TAMPER RESISTANT	NEMA TYPE		
ECBH-1				208 V	1	6240 VA	2/GA	6,8	0	2	2									
ECBH-2				208 V	1	6240 VA	2/GA	9,11	0	2	2									
ECBH-3				208 V	1	6240 VA	2/GA	10,12	0	2	2									
ECBH-4				208 V	1	6240 VA	2/GA	13,15	0	2	2									
ECBH-5				208 V	1	6240 VA	2/GA	14,16	0	2	2									
ECP				0 V	1	0 VA			0	1	2									
EUH-1				208 V	1	3016 VA	2/GA	1,3	0	2	2									
EUH-2				208 V	1	3016 VA	2/GA	2,4	0	2	2									
EUH-3				208 V	1	3016 VA	2/GA	5,7	0	2	2									
FACP				120 V	1	1920 VA	1-E/GA	3	0	1	2									
HP-1				120 V	1	1368 VA	2/GA	21	0	1	2									
OU-1				208 V	1	4659 VA	2/GA	22,24	0	2	2									

MOTOR WIRING SCHEDULE

GENERAL NOTES:

A. OBTAIN SUPPLIERS SHOP DRAWINGS/WIRING DIAGRAMS TO VERIFY LOCATION AND REQUIREMENTS PRIOR TO ROUGH-IN.

B. FURNISH HACR TYPE BREAKERS FOR ALL HVAC EQUIPMENT.

C. IF THE WORD "VARIES" APPEARS IN THE PANEL AND/OR CIRCUIT COLUMNS, SEE FLOOR PLANS FOR CIRCUITING INFORMATION.

NOTE:

1. ***

TAG	DRIVING	LOCATION	POWER				FEED FROM		BREAKER		WIRING				SEE NOTE
			SPECIFIED SIZE	VOLTAGE	PHASE	ELECTRICAL LOAD	PANEL	CIRCUIT	SIZE	POLES	PHASE & NEUTRAL QTY	PHASE & NEUTRAL SIZE	GROUND SIZE	COND.	
ARM			1/3 HP	120 V	1	864 VA	2/GA	<varies>	15	1	2	12	12	1/2"	
EF-1			2 HP	208 V	1	2746 VA	2/GA	17,19	25	2	2	10	10	3/4"	
EF-2			2 HP	208 V	1	2746 VA	2/GA	18,20	25	2	2	10	10	3/4"	
ELEV			20 HP	208 V	3	21400 VA	2/GA	23,25,27	110	3	3	4	6	1-1/4"	

LIGHT FIXTURE SCHEDULE ABBREVIATIONS

ACCESSORIES / DOOR / REFLECTOR / TRIM TYPE

AS = ASYMMETRIC
B = BAFFLE REFLECTOR
CR = CONTINUOUS RUN
D = DIRECT
D/ID = DIRECT / INDIRECT
DG = DOUBLE GASKETED DOOR FRAME
EM = REMOTE EMERGENCY DRIVER
ID = INDIRECT
ISL = INTEGRAL SHIELDING LOUVER
S = SYMMETRIC
SG = SINGLE GASKETED DOOR FRAME
SS = STAINLESS STEEL TRIM AND DOOR FRAME
SR = STANDARD REFLECTOR
TG = TRIPLE GASKETED DOOR FRAME, LENS AND BODY
VR = VANDAL RESISTANT
WG = WIRE GUARD
WW = WALL WASH

COLOR / FINISH

B = BLACK
BZ = BRONZE
C = CLEAR
CU = COPPER
CUS = CUSTOM PAINTED FINISH - COLOR AS SELECTED BY ARCHITECT
DBZ = DARK BRONZE
G = GOLD
GL = GLOSS
M = MATTE
NA = NATURAL ALUMINUM
RAL# = RAL NUMBER
S = SILVER
SSP = SEMI-SPECULAR / HAZE
W = WHITE

DIMMING TYPE

0-10-0.1 = 0-10 V 0.1%
0-10-1 = 0-10 V 1%
0-10-5 = 0-10 V 5%
0-10-10 = 0-10 V 10%
BL = BILEVEL / STEP
E = ELDOLED
FF = FORWARD PHASE
D = DALI
DX = DMX
L = LUTRON
N = NONE
O = OSRAM
P = PHASE
RF = REVERSE PHASE

DRIVER LOCATION

I = INTEGRAL
N = NONE
R = REMOTE

LENS TYPE

C = CLEAR
D = DROP DOWN
F = FLUSH
N = NONE
R = REGRESSED
O = OPAL
P = POP UP
PA = PATTERN 12 ACRYLIC LENS - .125" MINIMUM THICKNESS

REQUIRED LISTINGS

= IP ## RATED
AT = AIR TIGHT
C#D# = CLASS # DIVISION #
DL = DAMP LOCATION
F = FIRE RATED
IC = IC RATED
IR = IMPACT RESISTANT
LR = LIGATURE RESISTANT
SL = SHOWER LIGHT
TR = TAMPER RESISTANT
VR = VANDAL RESISTANT
WL = WET LOCATION

MOUNTING MATERIAL

B = BRICK
C = CONCRETE
CB = CONCRETE BASE
DW = DRYWALL
ES = EXPOSED STRUCTURE
G = GROUND
LG = LAY-IN GRID
M = METAL
PL = PLASTER
S = STONE
T = TILE
V = VARIES
W = WOOD

MOUNTING TYPE

C = COVE
CH = CHAIN - PROVIDE ACCESSORY KIT
CA = CATENARY
MP = MONOPOINT
MPC = MULTIPORT CANOPY
PC = PENDANT - CABLE
PCH = PENDANT - CHAIN
PRS = PENDANT - RIGID STEM
PS = PENDANT - SWAG
PO = POLE
R = RECESSED
S = SURFACE
TC = TRACK - CABLE
TMC = TRACK - MONORAIL - CURVED
TMF = TRACK - MONORAIL - FLEXIBLE
TMS = TRACK - MONORAIL - STRAIGHT
W = WALL

SENSOR TYPE

D = DAYLIGHT SENSOR
MO = MULTI-LEVEL OCCUPANCY SENSOR
N = NONE
O = OCCUPANCY SENSOR
P = PHOTOCELL

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SCALE: AS NOTED

SHEET TITLE:

ELECTRICAL SCHEDULES

SHEET NUMBER:

E-601

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8/1/2025 4:21:46 PM

PANEL: 1/GA — New Construction

VOLTAGE:	208Y/120V	BUS RATING:	225 A
PHASE / WIRE:	3P / 4W	MAIN TYPE:	MCB
SVC. ENTRANCE LABEL:		MAIN RATING:	225 A
MINIMUM AIC:		UPSTREAM BREAKER RATING:	0 A
IS SERIES RATED ALLOWED:		SPD:	

CKT	DESCRIPTION	TRIP	POLE	CB TYPE	LOAD TYPE	LOAD	A		B		C		LOAD	LOAD TYPE	CB TYPE	POLE	TRIP	DESCRIPTION	CKT
1	ELECTRICAL ROOM RECEPTACLE 1	20 A	1		R	180 VA	180 VA	360 VA					360 VA	R		1	20 A	ELECTRICAL ROOM RECEPTACLE 2	2
3	ELECTRICAL ROOM RECEPTACLE 3	20 A	1		R	180 VA			180 VA	180 VA			180 VA	R		1	20 A	ELECTRICAL ROOM RECEPTACLE 4	4
5	PLUMBING ROOM RECEPTACLE	20 A	1		R	180 VA					180 VA	540 VA	540 VA	R		1	20 A	STAIR 2 RECEPTACLES	6
7	STAIR 1 RECEPTACLES	20 A	1		R	720 VA	720 VA	180 VA					180 VA	R		1	20 A	ELEVATOR RECEPTACLE	8
9	MECHANICAL RECEPTACLE	20 A	1		R	180 VA			180 VA	1125 VA			1125 VA	L		1	20 A	3RD FLOOR & OUTDOOR	10
11	FIRST & SECOND FLOOR LIGHTING	20 A	1		L	1730 VA					1730 VA	1000 VA	1000 VA	L		1	20 A	ENTRY WAY LIGHTING FIRST FLOOR	12
13																			14
15																			16
17																			18
19																			20
21																			22
23																			24
25																			26
27																			28
29																			30
31																			32
33																			34
35																			36
37																			38
39																			40
41																			42
							1440 VA		1665 VA		3450 VA								

PANEL TOTALS	
TOTAL CONN. LOAD:	6555 VA
TOTAL ADJUSTED LOAD:	7519 VA
TOTAL CONN. AMPS:	18 A
TOTAL ADJUSTED AMPS:	21 A

NOTES:

LOAD TYPE	CONNECTED LOAD	ADJUSTMENT FACTOR	ADJUSTED LOAD
L	3855 VA	125.00%	4819 VA
R	2700 VA	100.00%	2700 VA

CIRCUIT BREAKER TYPE ABBREVIATIONS:	LOAD TYPE ABBREVIATIONS:		
GFCI = GROUND FAULT CIRCUIT INTERRUPTER	C = COOLING SEASON ONLY	F = FARM	R = RECEPTACLE
HACR = HEATING AND AIR CONDITIONING RATED	ECD = ELECTRIC CLOTHES DRYER	GL1 = GENERAL LIGHTING - 2 W / SQ FT	SA = SMALL APPLIANCE
HB = HAND-BLOCKING DEVICE	EL = ELEVATOR	GL2 = GENERAL LIGHTING - 3 W / SQ FT	T = TRANSFORMER
L = LOCKABLE	EQ = EQUIPMENT	H = HEATING SEASON ONLY	V = VENTILATING
ST = SHUNT TRIP	ER1 = ELECTRIC RANGE LESS THAN 3.5 KW	K = KITCHEN EQUIPMENT - NON-DWELLING UNIT	W = WELDING
	ER2 = ELECTRIC RANGE 3.5 - 8.75 KW	L = LIGHTING	X = XRAY
	EX = EXISTING	P = PANEL	YR = YEAR ROUND

PANEL: 1-E/GA — New Construction

VOLTAGE:	208Y/120V	BUS RATING:	400 A
PHASE / WIRE:	3P / 4W	MAIN TYPE:	MCB
SVC. ENTRANCE LABEL:		MAIN RATING:	400 A
MINIMUM AIC:		UPSTREAM BREAKER RATING:	0 A
IS SERIES RATED ALLOWED:		SPD:	

CKT	DESCRIPTION	TRIP	POLE	CB TYPE	LOAD TYPE	LOAD	A		B		C		LOAD	LOAD TYPE	CB TYPE	POLE	TRIP	DESCRIPTION	CKT
1	2ND & 3RD FLOOR EMERGENCY LIGHTING	20 A	1		L	1066 VA	1066 VA	1067 VA					1067 VA	L		1	20 A	1ST FLOOR EMERGENCY LIGHTING	2
3	EQ	20 A	1		EQ	1920 VA			1920 VA										4
5																			6
7																			8
9																			10
11																			12
13																			14
15																			16
17																			18
19																			20
21																			22
23																			24
25																			26
27																			28
29																			30
31																			32
33																			34
35																			36
37																			38
39																			40
41																			42
							2133 VA		1920 VA		0 VA								

PANEL TOTALS	
TOTAL CONN. LOAD:	4053 VA
TOTAL ADJUSTED LOAD:	4587 VA
TOTAL CONN. AMPS:	11 A
TOTAL ADJUSTED AMPS:	13 A

NOTES:

LOAD TYPE	CONNECTED LOAD	ADJUSTMENT FACTOR	ADJUSTED LOAD
EQ	1920 VA	100.00%	1920 VA
L	2133 VA	125.00%	2667 VA

CIRCUIT BREAKER TYPE ABBREVIATIONS:	LOAD TYPE ABBREVIATIONS:		
GFCI = GROUND FAULT CIRCUIT INTERRUPTER	C = COOLING SEASON ONLY	F = FARM	R = RECEPTACLE
HACR = HEATING AND AIR CONDITIONING RATED	ECD = ELECTRIC CLOTHES DRYER	GL1 = GENERAL LIGHTING - 2 W / SQ FT	SA = SMALL APPLIANCE
HB = HAND-BLOCKING DEVICE	EL = ELEVATOR	GL2 = GENERAL LIGHTING - 3 W / SQ FT	T = TRANSFORMER
L = LOCKABLE	EQ = EQUIPMENT	H = HEATING SEASON ONLY	V = VENTILATING
ST = SHUNT TRIP	ER1 = ELECTRIC RANGE LESS THAN 3.5 KW	K = KITCHEN EQUIPMENT - NON-DWELLING UNIT	W = WELDING
	ER2 = ELECTRIC RANGE 3.5 - 8.75 KW	L = LIGHTING	X = XRAY
	EX = EXISTING	P = PANEL	YR = YEAR ROUND

PANEL: 2/GA — New Construction

VOLTAGE:	208Y/120V	BUS RATING:	225 A
PHASE / WIRE:	3P / 4W	MAIN TYPE:	MCB
SVC. ENTRANCE LABEL:		MAIN RATING:	225 A
MINIMUM AIC:		UPSTREAM BREAKER RATING:	0 A
IS SERIES RATED ALLOWED:		SPD:	

CKT	DESCRIPTION	TRIP	POLE	CB TYPE	LOAD TYPE	LOAD	A		B		C		LOAD	LOAD TYPE	CB TYPE	POLE	TRIP	DESCRIPTION	CKT
1	EUH-1	20 A	2		EQ	3016 VA	1508 VA	1508 VA					3016 VA	EQ		2	20 A	EUH-2	2
3	--	--	--	--	--	--			1508 VA	1508 VA			--	--	--	--	--	--	4
5	EUH-3	20 A	2		EQ	3016 VA					1508 VA	3120 VA	6240 VA	EQ		2	40 A	ECBH-1	6
7	--	--	--	--	--	--	1508 VA	3120 VA					--	--	--	--	--	--	8
9	ECBH-2	40 A	2		EQ	6240 VA			3120 VA	3120 VA			6240 VA	EQ		2	40 A	ECBH-3	10
11	--	--	--	--	--	--					3120 VA	3120 VA	--	--	--	--	--	--	12
13	ECBH-4	40 A	2		EQ	6240 VA	3120 VA	3120 VA					6240 VA	EQ		2	40 A	ECBH-5	14
15	--	--	--	--	--	--			3120 VA	3120 VA			--	--	--	--	--	--	16
17	EF-1	20 A	2		EQ	2746 VA					1373 VA	1373 VA	2746 VA	EQ		2	20 A	EF-2	18
19	--	--	--	--	--	--	1373 VA	1373 VA					--	--	--	--	--	--	20
21	HP-1	15 A	1		EQ	1368 VA			1368 VA	2330 VA			4659 VA	EQ		2	30 A	OU-1	22
23	ELEVATOR	110 A	3		EL	21400 VA					7133 VA	2330 VA	--	--	--	--	--	--	24
25	--	--	--	--	--	--	7133 VA	864 VA					864 VA	EQ		1	20 A	ENTERANCE MECHANICAL ARM	26
27	--	--	--	--	--	--			7133 VA	864 VA			864 VA	EQ		1	20 A	EXIT MECHANICAL ARM	28
29																			30
31																			32
33																			34
35																			36
37																			38
39																			40
41																			42
							24827 VA		27191 VA		23077 VA								

PANEL TOTALS	
TOTAL CONN. LOAD:	74895 VA
TOTAL ADJUSTED LOAD:	80245 VA
TOTAL CONN. AMPS:	208 A
TOTAL ADJUSTED AMPS:	223 A

NOTES:

LOAD TYPE	CONNECTED LOAD	ADJUSTMENT FACTOR	ADJUSTED LOAD
EQ	53495 VA	100.00%	53495 VA
Motor	21400 VA	125.00%	26750 VA

CIRCUIT BREAKER TYPE ABBREVIATIONS:	LOAD TYPE ABBREVIATIONS:		
GFCI = GROUND FAULT CIRCUIT INTERRUPTER	C = COOLING SEASON ONLY	F = FARM	R = RECEPTACLE
HACR = HEATING AND AIR CONDITIONING RATED	ECD = ELECTRIC CLOTHES DRYER	GL1 = GENERAL LIGHTING - 2 W / SQ FT	SA = SMALL APPLIANCE
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L = LOCKABLE	EQ = EQUIPMENT	H = HEATING SEASON ONLY	V = VENTILATING
ST = SHUNT TRIP	ER1 = ELECTRIC RANGE LESS THAN 3.5 KW	K = KITCHEN EQUIPMENT - NON-DWELLING UNIT	W = WELDING
	ER2 = ELECTRIC RANGE 3.5 - 8.75 KW	L = LIGHTING	X = XRAY
	EX = EXISTING	P = PANEL	YR = YEAR ROUND

Switchboard: MDP/GA

Location: PLUMBING ROOM 106
Supply From:
Mounting: SURFACE
Enclosure: TYPE 1

Volts: 208Y/120V
Phases: 3
Wires: 4

A.I.C. Rating:
Mains Type: MCB
Mains Rating: 800 A
MCB Rating: 800 A

Notes:

Space	Circuit Description	# of Poles	Frame Size	Trip Rating	Load	Remarks
1	ATS - 1E/GA	3	400 A	20 A	4053 VA	
2	1/GA	3	400 A	20 A	6555 VA	
3	2/GA	3	400 A	20 A	74895 VA	
4						
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42						
				Total Conn. Load:	85503 VA	
				Total Amps:	237 A	

Legend:

Load Classification	Connected Load	Demand Factor	Estimated Demand	Panel Totals	
EQ	55415 VA	100.00%	55415 VA		
Motor	21400 VA	125.00%	26750 VA	Total Conn. Load:	85503 VA
L	5988 VA	125.00%	7485 VA	Total Est. Demand:	92350 VA
R	2700 VA	100.00%	2700 VA	Total Conn.:	237 A
				Total Est. Demand:	256 A

Notes:

PRECAST BID PACKAGE

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CLIENT:
DE PERE

CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:
DE PERE PARKING FACILITY

250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PROJECT INFORMATION:
PROJECT NUMBER: 2025-0025.00
DATE: 08/01/2025
DRAWN BY: KBA
CHECKED BY: KEZ
APPROVED BY: Approver
SCALE: AS NOTED

SHEET TITLE:
PANEL SCHEDULES

SHEET NUMBER:
E-610

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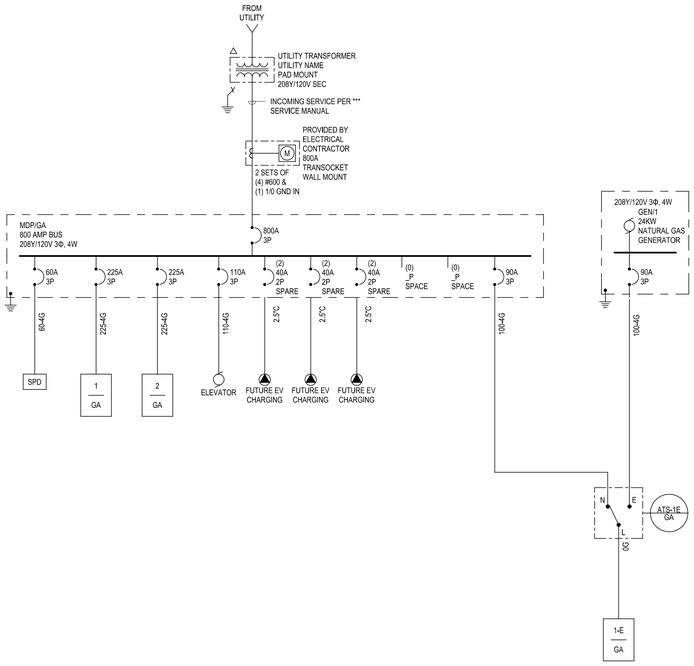
ONE-LINE POWER DIAGRAM



- XAS / XP — DISCONNECT SWITCH (XAS) AMP SWITCH (XP) NUMBER OF POLES
- XAS / XAF / XAT / XP — FUSED DISCONNECT SWITCH (XAS) AMP SWITCH (XAF) AMP FRAME (XAT) AMP TRIP (XP) NUMBER OF POLES
- XAS / XP — MAGNETIC MOTOR STARTER AND DISCONNECT COMBINATION (XAS) AMP SWITCH (XP) NUMBER OF POLES
- XA / XP — ENCLOSED CIRCUIT BREAKER (XA) AMPS (XP) NUMBER OF POLES
- N, E, L, XA, XP; XXX-XX-X / XX — TRANSFER SWITCH (XA) AMPS (XP) NUMBER OF POLES
- XXX KVA, 480V PRI, 208Y/120V SEC — TRANSFORMER - DRY TYPE, UOI (PRI) PRIMARY (SEC) SECONDARY
- XXX / XXX — PANELBOARD
- M — MANUAL MOTOR STARTER
- MAGNETIC MOTOR STARTER
- VFD — VARIABLE FREQUENCY DRIVE
- GROUND CONNECTION TO SYSTEM AND / OR EQUIPMENT
- ST — SHUNT TRIP
- GF — GROUND FAULT
- CURRENT TRANSFORMER
- M — UTILITY NAME, X MOUNT, XA, XP — METER MOUNTING TYPE (XA) AMPS (XP) NUMBER OF POLES
- SPD — SURGE PROTECTIVE DEVICE
- XA / XP — CIRCUIT BREAKER (XA) AMPS (XP) NUMBER OF POLES
- XA / XP — FUSE (XA) AMPS (XP) NUMBER OF POLES
- XA / XP — SWITCH (XA) AMPS (XP) NUMBER OF POLES
- XAS / XAT / XP — FUSED SWITCH (XAS) AMP SWITCH (XAT) AMP TRIP (XP) NUMBER OF POLES

GENERAL SHEET NOTES

A. SEE GROUNDING SYSTEM DETAIL.

SHEET KEYNOTES

COPPER FEEDER SCHEDULE

FEEDER AMPACITY	CONDUCTOR SIZE (kcmil) PH AND N	GRD	CONDUIT SIZE (3) AND (3G)	(4) AND (4G)
50	#8	#10	3/4"	1"
60	#6	#10	3/4"	1"
70	#4	#8	1-1/4"	1-1/4"
80	#4	#8	1-1/4"	1-1/4"
100	#3	#8	1-1/4"	1-1/4"
110	#2	#6	1-1/4"	1-1/2"
125	#1	#6	1-1/2"	2"
150	#1/0	#6	1-1/2"	2"
175	#2/0	#6	2"	2"
200	#3/0	#6	2"	2-1/2"
225	#4/0	#4	2"	2-1/2"
250	#250	#4	2-1/2"	3"
300	#350	#4	3"	3"
350	#500	#3	3"	3-1/2"
400	(2) #3/0	(2) #3	(2) 2"	(2) 2-1/2"
450	(2) #4/0	(2) #2	(2) 2"	(2) 2-1/2"
500	(2) #250	(2) #2	(2) 2-1/2"	(2) 3"
600	(2) #350	(2) #1	(2) 3"	(2) 3"
700	(2) #500	(2) #1/0	(2) 3"	(2) 3-1/2"
800	(2) #600	(2) #1/0	(2) 3-1/2"	(2) 4"
1000	(3) #400	(3) #2/0	(3) 3"	(3) 3-1/2"
1200	(3) #600	(3) #3/0	(3) 3-1/2"	(3) 4"
1600	(4) #600	(4) #4/0	(4) 3-1/2"	(4) 4"
2000	(5) #600	(5) #250	(5) 3-1/2"	(5) 4"

GENERAL NOTES:

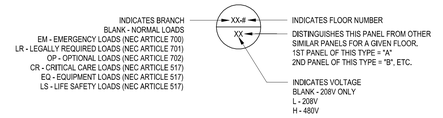
1. THE ABOVE FEEDER SCHEDULE IS A SCHEDULE OF TYPICAL FEEDERS AND SOME SIZES MAY NOT BE UTILIZED.
2. ALL CONDUCTOR AMPACITIES ARE BASED ON TABLE 310.15(B)(16) OF THE NEC FOR COPPER CONDUCTOR TYPE THW/THWN.
3. FEEDER SIZES SHOWN ON THE RISER DIAGRAM INDICATE CIRCUIT BREAKER AMPACITIES AND DO NOT ACCOUNT FOR VOLTAGE DROP.

200 - 4G
- FEEDER DESIGNATION
- SYSTEM DESCRIPTION (3) 3PH, 3W (3G) 3PH, 3W + GRD (4) 3PH, 4W (4G) 3PH, 4W + GRD
- CONDUCTOR AMPACITY (SEE FEEDER SCHEDULE)

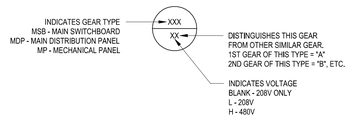
LINE TYPE LEGEND

- ITEMS SHOWN AS SOLID GREY LINES ARE EXISTING TO REMAIN
- ITEMS SHOWN AS DASHED BLACK LINES ARE EXISTING TO BE DEMOLISHED
- ITEMS SHOWN AS SOLID BLACK LINES ARE NEW
- ITEMS SHOWN AS LONG DASH SHORT DASH BLACK LINES ARE EQUIPMENT ENCLOSURES.

STANDARD PANEL DESIGNATIONS



STANDARD SWITCHBOARD & I-LINE PANEL (GEAR) DESIGNATIONS



STANDARD TRANSFORMER & TRANSFER SWITCH DESIGNATIONS

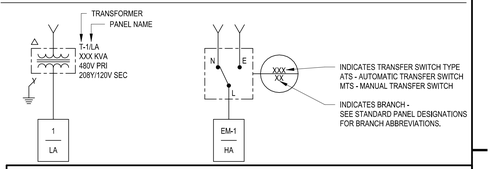


TABLE INDICATING VARIOUS PANEL DESIGNATIONS FOR DIFFERENT BUILDING CONFIGURATIONS.

	208V ONLY	208V & 480V	
		208V	480V
SINGLE STORY BUILDING NORMAL PANELS	A, B, C, ETC.	LA, LB, ETC.	HA, HB, ETC.
MULTIPLE STORY BUILDING NORMAL PANELS	1 1 2 2 A , B , A , B , ETC	1 1 2 2 LA , LB , LA , LB , ETC	1 1 2 2 HA , HB , HA , HB , ETC
SINGLE STORY BUILDING GENERATOR PANELS	EM EM LR LR A , B , A , B , ETC	EM EM LR LR LA , LB , LA , LB , ETC	EM EM LR LR HA , HB , HA , HB , ETC
MULTIPLE STORY BUILDING GENERATOR PANELS	EM-1 EM-2 LR-1 LR-2 A , A , A , A , ETC	EM-1 EM-2 LR-1 LR-2 LA , LA , LA , LA , ETC	EM-1 EM-2 LR-1 LR-2 HA , HA , HA , HA , ETC

A1 ONE-LINE POWER DIAGRAM
NOT TO SCALE

GRAEF
275 West Wisconsin Avenue,
Suite 300
Milwaukee, WI 53203
414 / 259 1500
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CLIENT:
DE PERE
CITY OF DE PERE
335 S. BROADWAY
DE PERE, WISCONSIN 54115

PROJECT TITLE:
DE PERE PARKING FACILITY
250 N. WISCONSIN STREET,
DE PERE, WISCONSIN 54115

ISSUE:
1 08/01/2025 ADDENDUM 01

PRECAST BID PACKAGE

PROJECT INFORMATION:
PROJECT NUMBER: 2025-0025.00
DATE: 08/01/2025
DRAWN BY: KBA
CHECKED BY: KEZ
APPROVED BY: Approver
SCALE: AS NOTED

SHEET TITLE:
ELECTRICAL ONE-LINE POWER DIAGRAM

SHEET NUMBER:
E-620

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City of De Pere, Wisconsin **1.21**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Development Services
FROM:	Quasan Shaw, Community & Economic Development Specialist
SUBJECT:	Discussion on the status of the development and development options for the former Irwin School property.
RECOMMENDED ACTION:	Discuss

ATTACHMENTS:
None

City of De Pere, Wisconsin **1.22**

Request for Common Council Action

MEETING DATE:	August 19, 2025
DEPARTMENT:	Development Services
FROM:	Daniel Lindstrom, Development Services Director
SUBJECT:	Consideration and Possible Action on the Redevelopment of Public Property generally located North of the Claude Allouez Bridge, West of Broadway Street, East of Front Street and South of George Street.
RECOMMENDED ACTION:	Discussion and possible action in closed session.

This item is added for discussion/possible action by the Development Services Department.

ATTACHMENTS:
None