

City of Waupun

**REQUEST FOR PROPOSAL (RFP)
FOR**

**REAL ESTATE SERVICES
FOR**

Project I.D. 6090-06-23

MAIN STREET, CITY OF WAUPUN

(STATE STREET TO COUNTY PARK ROAD)

STH 49, Dodge County

Submit RFP responses to: Dick Flynn, Director of Public Works
201 East Main Street
Waupun WI 53963

Proposal
Submitted by:



4641 West Forest Home Avenue
Milwaukee, WI 53219
(414) 327-2607
laura@tva-llc.com

January 6, 2014

TerraVenture Advisors Introduction

TerraVenture Advisors, LLC is a right of way/real estate service provider that was formed in the fall of 2008 by Beth Smith (LPA negotiator/relocation specialist), Scott Dellenbach (LPA negotiator), Laura Sadler (LPA negotiator/relocation specialist) and Teri Weil (LPA negotiator). Ann Giese (LPA negotiator), formerly of the Wisconsin Department of Transportation joined TerraVenture in May of 2013. Together we bring over 80 years of right of way experience. TerraVenture Advisors is a certified Wisconsin Department of Transportation Disadvantaged Business Enterprise. We have offices in Milwaukee, Arlington and Janesville. For the Main Street, City of Waupun Right-of-Way project we propose Scott Dellenbach as project manager/acquisition agent and Laura Sadler as relocation/acquisition agent. Teri Weil is available as an acquisition agent if necessary.

TerraVenture's staff is experienced in providing eminent domain services for infrastructure projects – from real estate aspects of the EIS process to initial project scoping to certifying the right of way. Meeting project deadlines is very important for right of way projects. To that end, our staff can provide advice, guidance, and/or liaison services to clients and property owners on acquisition and relocation issues, and assist with conflict resolution. With staff in Milwaukee, Arlington and Janesville, we are able to help clients across the state with their right of way needs.

TerraVenture staff provides right of way services in accordance with Wisconsin Statutes Chapter 32, Department of Administration Chapter 92, the WisDOT/LPA Real Estate and Relocation Manuals, the Uniform Act, and 49 CFR part 24, as applicable. Our staff members consistently complete Wisconsin Department of Transportation and Local Public Agency right of way projects within timeframes and budgets, while maintaining good availability for clients and property owner support and assistance. Representative work experience is listed on staff resumes.

Project Team

Main Street, City of Waupun Right-of-Way Project

AJ Appraisals, Subconsultant

- Project Data Book
- Appraisals

Park Avenue Real Estate Services, Subconsultant

- Appraisal Review

TerraVenture Advisors' real estate services to be included in this proposal:

- Nominal Parcel Payment Report
- Acquisition of Nominal and Appraisal parcels
- Acquisition Stage Relocation Plan for 1 residential parcel
- Relocation assistance for 1 residential parcel
- Local public agency coordination
- Property management
 1. Oversight and coordination of Asbestos/Hazardous Contaminant Assessment
 2. Oversight and coordination of construction observation
 3. Oversight and coordination of Phase I Environmental if necessary
 4. Oversight and coordination of Razing and Abatement contract

- Project management
- Encroachment resolution

Resumes for TerraVenture proposed staff of Scott Dellenbach, Laura Sadler, Teri Weil & Ann Giese follow.

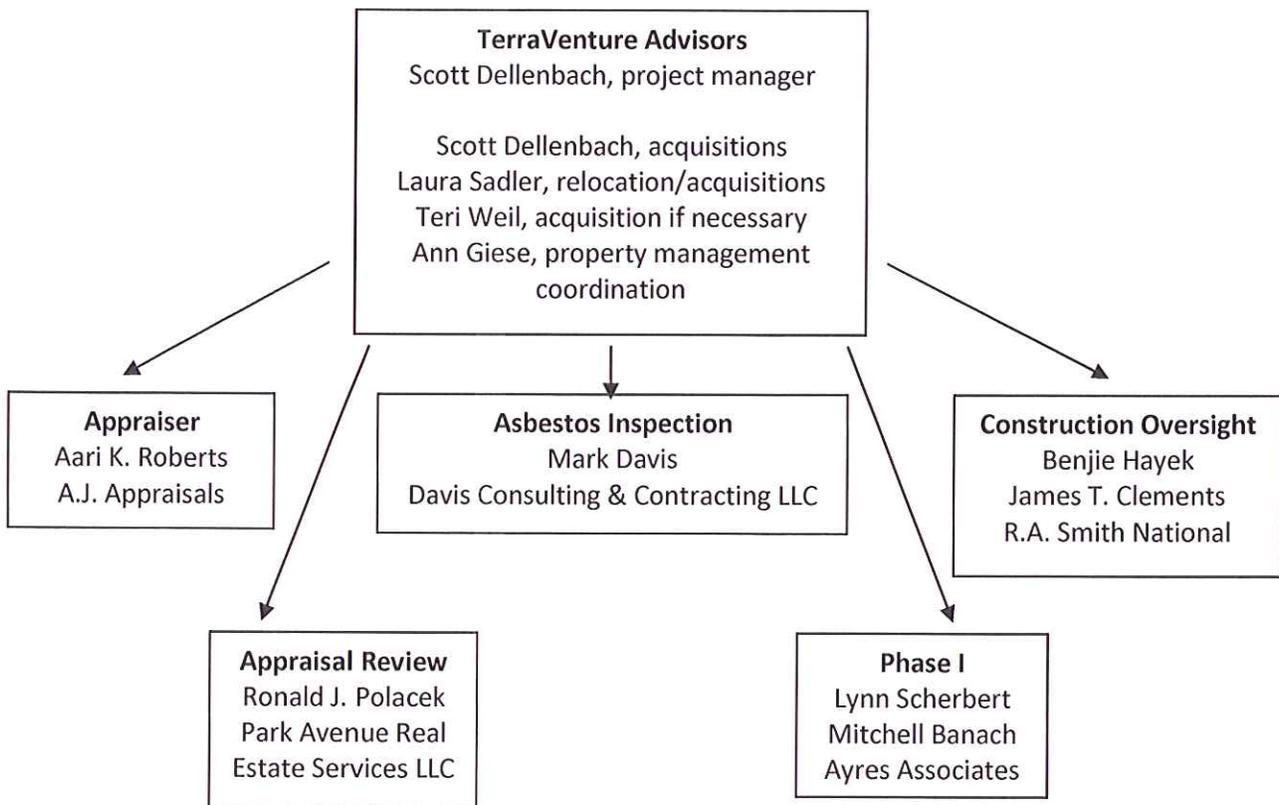
The subconsultant appraiser is Aari K. Roberts of AJ Appraisals and Real Estate, LLC. Mr. Roberts' resume follows.

The subconsultant review appraiser is Ronald J. Polacek of Park Avenue Real Estate Services LLC. Mr. Polacek's resume follows.

The subconsultant asbestos inspector is Mark R. Davis of Davis Consulting & Contracting, LLC. Mr. Davis' resume follows.

The subconsultant construction oversight is R.A. Smith National. Benjie Hayek and James T. Clements are proposed for this project. Their resumes follow.

The subconsultant environmental Phase I consultant is Ayres Associates, if this service is needed. Staff would include Lynn Scherbert and Mitchell Banach. Mr. Banach's resume follows.



Scope of Services

Main Street, City of Waupun Right-of-Way Project

- **TerraVenture Advisors proposes to sublet a project data book and appraisals to AJ Appraisals, LLC.**
 - Per the City of Waupun's Cost Sheet, we anticipate ten appraisals. A project data book will be prepared to establish values.

- **TerraVenture Advisors proposes to sublet review of appraisals and project data book to Park Avenue Real Estate Services LLC.**

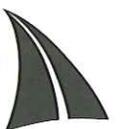
- **TerraVenture Advisors proposes to complete all acquisition related tasks including:**
 - Preparation of all parcel files;
 - Prepare Nominal Payment Parcel Report;
 - Prepare all necessary acquisition documents;
 - Present all offers in person whenever possible, or by certified mail if no meeting is possible;
 - Encroachment Resolution coordination;
 - Ongoing negotiations with each parcel owner;
 - Plat revision requests;
 - Prepare closing and conveyance documents;
 - Prepare payment requests;
 - Record conveyance documents (Recording fees are to be included in per parcel fees);
 - Any activities related to acquisition through condemnation;
 - Preparation of Certification Report, if requested;
 - Maintain a project status report;
 - Maintain diaries for each parcel;
 - Coordinate approval process with the City and/or WisDOT;
 - Coordinate with City and/or WisDOT for parcel and/or project concerns;
 - Close all files and return them to the City when complete.

- **TerraVenture Advisors proposes to complete all relocation tasks including:**
 - Complete residential questionnaire;
 - Complete residential relocation plan;
 - Prepare replacement housing computation;
 - Relocation advisory services (moving, financing, etc.);
 - Present eligibility information and benefits package to relocatee;
 - Prepare relocation claims and submit payment requests;
 - DSS Inspection of replacement property;
 - Vacancy Inspection of subject property;

- **TerraVenture Advisors proposes to complete all property management tasks including:**
 - Coordination of the asbestos / hazardous contaminant assessment;
 - Coordination and development of razing and abatement contract;

- **TerraVenture Advisors proposes Davis Consulting & Contracting, LLC as a subconsultant for the requested asbestos inspection and sampling;**

- TerraVenture Advisors proposes R.A. Smith National as a subconsultant for the oversight of razing and abatement work;
- TerraVenture Advisors proposes Ayres Associates as a subconsultant for the Phase I environmental report; if it deemed that a Phase I is required.



DATE: December 20, 2013

TO: TerraVenture Advisors, LLC P. (414) 327-2607
Laura Sadler
4641 W. Forest Home Avenue
Milwaukee, WI 53219-4700

RE: 6090-06-23, STH 49, City of Waupun, Dodge and Fond du Lac Counties

Dear Mrs. Sadler,

I understand that the City of Waupun has requested that TerraVenture Advisors, LLC provide a RFP for appraisal and acquisition services for the STH 49 project from County Park Road to State Street. As part of this RFP, TerraVenture Advisors, LLC would do the acquisition and other work while AJ Appraisals and Real Estate, LLC will do the appraisal work. The following is the tentative time line for completion of this project:

Award of Contract, Contract Signing – February 1, 2014
Project Data Book started about February 2014 (60 days to complete)
Nominal Offers out 30 to 60 days.
Appraisal work will start about the time of the contract signing.
R/W Clear Date and Let Date – 2015

I propose to provide appraisal services for these parcels as follows:

1. Project Data Book - \$2,500, Residential and Commercial Sales
2. 10 appraisals – Parcel 23 plus 9 contingency appraisals \$1,400 each.
3. Additional appraisals \$1,400 each
4. Additional court work is billed at \$100 per hour.

If you need more information please let me know. I look forward to working with you to get these parcels appraised and acquired.

Sincerely,



Aari K. Roberts
AJ Appraisals and Real Estate, LLC

TERRA VENTURE ADVISORS, LLC
Laura Sadler

December 22, 2013

4642 W Forest Home Avenue
Milwaukee, WIS. 53219-4700

Subject Project 6090-06-23

STH 49, City of Waupun

Dodge & Fond du Lac Counties

Dear Mrs. Sadler;

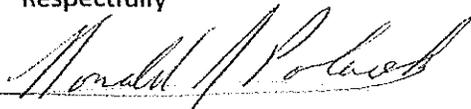
It is my understanding that Aari J Roberts has recommended me to be the Review Appraiser for the above captioned project. Mr. Roberts also suggested I send you a resume of my qualifications. Enclosed you will find that document.

I have over 40 years of experience in the Governmental acquisition of lands. 35 years with the Wisconsin Department of Transportation. I spent the last 9 years of my service as the Senior State Wide Review Appraiser. The enclosed resume will provide the details of my service.

I am concluding a project in Racine County. Since November , on this project I performed about 40 reviews of Short Form Narrative Appraisals.

If after reviewing you have any question feel free to contact me at the number listed below.

Respectfully



Ronald J Polacek

Park Avenue Real Estate Service

485 Park Avenue

Prairie du Sac W. 53578i

608 448-7731 or 643-4058

January 02, 2014
Estimate#: TVA - 0102

Attention: Laura Sadler
Vice President / Real Estate Specialist
Terra Venture Advisors, LLC.
4641 West Forest Home Avenue
Milwaukee, WI. 53219

Fax #: (414) 755 - 0908

Re: (Estimate Asbestos Inspection: 2-Story Residence – for the City of Waupun .

Laura,

(DCC) – Davis Consulting & Contracting, LLC. is pleased to provide you with this estimate/proposal for an asbestos inspection that is required before demolition of a two-story residential structure located at: (801 West Main Street, Waupun, WI.) for the City of Waupun .

Scope of work.... For a DNR (NESHAPs) required pre-demolition asbestos inspection of a two-story residential property for the City of Waupun.

The total asbestos inspection costs would be.... \$ 450 . 00

The asbestos inspection is first required and necessary to provide a proper estimate for asbestos abatement / removal work. Payment is required in full upon completion of all residential projects.

**** Note: Other Hazardous Materials and/or other Environmental Concerns will be identified and documented in the asbestos inspection report.**

Total charges will include all travel/fuel, labor, equipment, small tools, materials, bulk sampling, paperwork, postage, laboratory analysis fees and comprehensive findings report for the job. All employees performing asbestos removal/inspections are certified by the State of Wisconsin Department of Health Services (DHS). DCC – Davis Consulting & Contracting is a certified asbestos company with the State of Wisconsin Department of Health Services (DHS) and a registered company with the State of Wisconsin Department of Commerce – Safety & Buildings Division.

Work performed complies with all Federal and State regulatory agencies. Thank you for the opportunity to provide you and Terra Venture Advisors, LLC. with an estimate on this project. If you have any questions or concerns, please call me at your convenience.

Sincerely,

Mark R. Davis,

Owner / WI. Certified Asbestos Inspector #: AII – 14093

Certified Asbestos Company #: CAP - 910040

PROPOSAL

Date: December 23, 2013
Revised December 24, 2013
Client: Terra Venture Advisors
4641 West Forest Home Ave
Milwaukee, WI. 53219

Project No: RFP
WisDOT #6090-06-23
By: Laura Sadler
Title: Vice President/Real Estate Specialist
Phone: 414-327-2607
Fax:
E-Mail: laura@tva-llc.com

I. SITE ADDRESS:

Main Street – City of Waupun
(State Street to County Park Road)
STH 49, Dodge County

II. SCOPE OF WORK:

The general scope of work is to provide construction inspection services for the proposed razing of the property located at 801 W. Main Street, Waupun, WI.; STH 49 Project – WisDOT #6090-06-23. Based on the description in your RFP we propose the following;

- Review contractor razing contract
- Provide assistance with Agreement Preparation
- Review Building Permit application for razing contract – (razing contractor to prepare)
- Review razing contractor demolition plan – (razing contractor to prepare)
- Provide Construction Inspection Oversight of the razing at listed property to include:
 - Coordination with adjacent businesses
 - Coordination with Utilities for proper disconnection of services
 - Construction Inspection - Site Visits as required
 - Traffic Control Oversight
- Review and process Pay Requests / Change Orders significant to razing contract
- Provide project activity log and final documentation submittals significant to building demolition

III. SERVICES NOT INCLUDED:

This proposal does not include additional services beyond those specifically described in the above Scope of Services. Any and all required permits are to be procured by the razing contractor per the specifications. No inspection services or any involvement with the asbestos/hazardous assessment, containment and abatement or any environmental services will be provided.

IV. ESTIMATED COMPLETION SCHEDULE:

These services will be complete by April 1, 2015. The construction schedule will be determined by the owner / selected contractor.

V. PROFESSIONAL FEES:

The fees will be invoiced on a time and material basis at the rates indicated below. The primary rates to be used shall be \$92 per hour for a Project Leader. Mileage will be billed out at the Federal rate of \$0.56/mile. These rates shall apply to all work associated with the project.

For any additional work performed outside the descriptions of work noted above, the rates shall be in accordance with our Standard Hourly Rate Schedule available upon request. These rates are valid from January 1, 2014 through April 1, 2015.

The cost of professional construction services for the STH 49 WisDOT ID #6090-06-23, based on assumptions that are available upon request, is \$7,685 including reimbursable expenses such as mileage.

VI. ACCEPTANCE:

If this proposal is acceptable, please sign and return the entire document to our office.



Laura Sadler <laura@tva-llc.com>

Main St. RFP questions

Laura Sadler <laura@tva-llc.com>
To: Laura Sadler <laura@tva-llc.com>

Mon, Jan 6, 2014 at 9:02 AM

From: **Scherbert, Lynn** <scherberl@ayresassociates.com>
Date: Mon, Jan 6, 2014 at 8:12 AM
Subject: RE: Main St. RFP questions
To: Laura Sadler <laura@tva-llc.com>

ASTM Phase 1 1527-05 (not ASTM 1527-13)

The following tasks are proposed for a Phase 1 Environmental Site Assessment (ESA). These tasks are consistent with industry standards set forth in ASTM Practice E1527-05.

Industry standards for Phase 1 ESA provide the following non-exclusive list of non-scope considerations, which typically are not included in a Phase 1 ESA: asbestos-containing materials (ACM), radon, mold, lead-based paint, lead in drinking water, wetlands, regulatory compliance, cultural and historical resources, industrial hygiene, health and safety, ecological resources, endangered species, indoor air quality, and high-voltage power lines.

1. Research the history of the property to identify uses of the property. This task includes interviewing property owners and other knowledgeable individuals to identify activities that may have adversely affected the properties. Property records which are made available to the Consultant will be reviewed will include assessors' records, building permits, aerial photographs, and/or property deeds. This research will include property ownership back to when the property was first developed.
2. Contact applicable state and local environmental or other appropriate regulatory staff to identify adverse environmental conditions of the subject property and/or any neighboring property, including the quality of potable water supplies and known releases of hazardous materials. Review applicable federal state and local documents and databases to locate known hazardous waste sites and hazardous waste treatment, storage, and disposal (TSD) facilities within 1.0-mile of the property; registered waste disposal sites and leaking underground storage tanks (LUSTs) within 0.50-mile of the property; and hazardous substance spills, registered underground storage tanks (USTs), and hazardous waste handling facilities on the property or adjoining properties.
3. Review published geological and hydrological reports for information regarding the site and surrounding areas.
4. Contact local, county, or state personnel as appropriate to research recent property history.

5. Perform a review of environmental licenses, permits, or orders issued with respect to the subject property.

6. Conduct a site reconnaissance to observe the environmental conditions of the property, including improvements. During the site reconnaissance, the condition of surface features observed on the property (distressed vegetation, stained surface soil, depressions, etc.) will be examined, noted, and photographed. The site walkover will include a visual inspection and description of property that may contain a hazardous waste or hazardous substance or that has a risk of being discharged. Access to the property will be arranged by the OWNER.

7. Render a professional opinion of the possible existence of recognized environmental conditions adversely affecting the subject property and offer recommendations for further environmental site assessment activities that may be necessary and appropriate.

8. Document results of the ESA in a report for the subject property. The report will include results, conclusions, color photographs, and other graphics illustrating the property and items of environmental concern, as appropriate. One electronic copy of the report will be delivered at completion of the ESA.

Fee: EDR (database O/H costs) \$395.00

Ayres Associates Fees \$(3,200)

Total Estimated Fees: \$3,595.00

Proposed Schedule

Main Street, City of Waupun Right-of-Way Project

The City of Waupun has indicated a project completion date of April 1, 2015. In order to meet this date, TerraVenture Advisors proposes the following estimated timeframe for this right of way project.

Acquisition

Contract executed and in place	Completed NLT	February 1, 2014
Project Data Book	Completed NLT	April 15, 2014
Project Data Book approval	Completed NLT	May 15, 2014
Nominal Payment Parcel Report approval And all nominal offers made.	NLT	June 30, 2014
Proposed appraisals (up to 10 parcels)	Begin NLT	February 15, 2014
All appraisals (Including nominal)	Completed NLT	August 15, 2014
Acquisition completed	Completed NLT	March 1, 2015

Encroachment Resolution

Send notices	NLT	June 1, 2014
Revocable Occupancy Permits	NLT	September 1, 2014
Items to be removed by Owner	NLT	March 1, 2015
Items to be removed by construction		per construction schedule

Relocation

Interview with occupant	NLT	February 15, 2014
Submit acquisition stage relocation plan	NLT	March 1, 2014
Approval for relocation plan	NLT	April 1, 2014
Notice of Eligibility and presentation of benefits	NLT	April 15, 2014
Vacancy Goal	NLT	December 1, 2014

Site Clearance

Asbestos and hazardous contaminant Contract coordination	NLT	October 1, 2014
Asbestos inspection	NLT	after vacancy
Phase I environmental report If needed	NLT	after vacancy
Development of Razing and abatement contract	NLT	November 1, 2014
Oversight of Razing contractor	NLT	upon award to razing contractor
Site Clearance completed	NLT	March 30, 2015

Representative Project Experience, TerraVenture Advisors Main Street, City of Waupun Right-of-Way Project

Pennsylvania/Nicholson Ave. Reconstruction for the Cities of South Milwaukee & Oak Creek

Project was approximately 25 parcels with 4 appraisals. Construction project widened roadway from two lanes to four, with no median and new sidewalks on both sides. Project required coordination with both municipalities. Acquisitions impacted residential parcels, an auto repair shop, a DMV service center and vacant land owned by the United States Postal Service. TerraVenture Advisors prepared nominal report and acquired all parcels on a short timeframe. Appraisals were provided by a subconsultant.

USH 18, Prairie du Chien, Crawford County, WisDOT Southwest Region

Project involved acquisition from 73 parcels (65 from appraisals and 8 as nominals). Five parcels were relocations. Appraisals were provided by a subconsultant. This project involves re-routing USH 18 as a bypass around Prairie du Chien. The bypass route is along a quiet, mostly residential route and in an area that experiences a lot of flooding because of the Mississippi River. The proposed roadway expanded the number of lanes, raised the roadway up to 12 feet in some areas, and was built off alignment in one area. Properties were a mixture of residential and commercial. Construction occurred in 2010-2011.

STH 165, Pleasant Prairie, Kenosha County, WisDOT Southeast Region

Project involved acquisition of 39 parcels on a very tight timeframe for a controversial project that involved the construction of two roundabouts and converting a two lane road into a four lane road with median. All of these parcels were appraised by a subconsultant due to the timeframe for acquisition.

STH 175, Richfield, Washington County, WisDOT Southeast Region

This project is 97 parcels includes parcel types ranging from two gas stations, church, school, fire department, golf course, residential and commercial properties. TerraVenture Advisors assisted with 10 appraisals and is working on the acquisitions currently. The project data book and majority of the appraisals were completed by subconsultants. The roadway is being expanded to include wider shoulders, curb and gutter, bike lane and a roundabout at the intersection of STH 175 and STH 167. Construction scheduled to begin in 2015.

STH 23, Fond du Lac & Sheboygan Counties, WisDOT Northeast Region, Green Bay

STH 23 is planned for expansion from 2 lanes to 4 lanes between Plymouth and Fond du Lac. TerraVenture Advisors has been working on early buyout requests along this corridor since 2006 (as Ayres Associates). We have completed approximately 30 relocations along this corridor. These parcels have included residential, mixed use and commercial parcels. Real estate services being provided by staff for early buyout parcels include appraisals for acquisitions, relocations and property management. Acquisition stage relocation plan services have also been provided. Appraisals have been provided by a subconsultant.

CTH P, Washington County

This is an ongoing project with Washington County as they are preparing to rebuild CTH P to include better intersections and roundabouts. The current project involves about 15 parcels to be acquired by the end of the year through the nominal process. The current project included one appraisal and data book completed by a subconsultant appraiser.

Milwaukee Metropolitan Sewerage District Real Estate Services

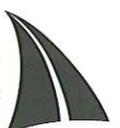
TerraVenture Advisors services included negotiating for permanent sewer and temporary construction easements needed for the construction of storm and sanitary sewer improvements for various projects.

STH 26 Expansion, Dodge County, WisDOT - Southwest Region, Madison

STH 26 is being expanded from 2 lanes to 4 along most of this corridor. Construction began in 2013. There will be a realignment of the STH 16/60 interchange with STH 60 east being built on new alignment. A number of access changes will occur along the alignment from current highway access to frontage road access. There is a significant grade changes with regard to the railroad. Currently the railroad is a bridge over STH 26. After construction, STH 26 will go over the railroad. Project involved some relocation, most of which was handled by WisDOT. TerraVenture Advisors provided relocation services for two parcels after the initial benefit package had been presented by WisDOT. This project had significant delays on the front end with appraisal issues and plat changes. While this project alignment was mostly rural, there were a number of complex parcels along the corridor. Examples include acquisition of part of a working farm (relocation handled by DOT), drintile and internal grade changes/ circuitry issues and appropriate damages for change in land use. A last minute TLE was added due to the severity of the field entrance grade and an acquisition from an unknown owner was completed.

STH 26 Expansion, Jefferson County, WisDOT – Southwest Region, Madison

Project was approximately 35 parcels; all of the acquisitions were appraised. The project length is 10.3 miles long. It begins at the Rock/Jefferson County line (or Townline Road) and extends north to the South Fort Atkinson Interchange (or approximately Whitetail Lane). Construction will expand the roadway from a 2-lane highway to a 4-lane highway. Two structures for town road grade separations will be built. Project impacted agricultural, residential and transitional land. Project required acquisition/relocation of two off premise advertising signs. Construction of this segment began in 2013.



References

Main Street, City of Waupun Right-of-Way Project

Jennifer Queram, Technical Services Manager
2101 Wright Street
Madison, WI 53704
(608) 246-3870
Jennifer.Queram@dot.wi.gov

Projects include all STH 26 projects – Jefferson and Dodge Counties, USH 18, Prairie du Chien, Crawford County

Craig Andersen, WisDOT SE Region Real Estate Supervisor
141 NW Barstow Street
Waukesha, WI 53188
(262) 521-5341
Craig.Andersen@dot.wi.gov

Projects include STH 175, Washington County; STH 165, Pleasant Prairie, Kenosha County

Kyle Vandercar, City of South Milwaukee, City Engineer
2424 15th Avenue
South Milwaukee, WI 53172
(414) 762-2222, Extension 136
vandercar@ci.south-milwaukee.wi.us

Project: Pennsylvania/Nicholson Ave. Reconstruction for Cities of South Milwaukee and Oak Creek in Milwaukee County

E. Jay Viste, Real Estate Project Manager
WisDOT, NE Region
944 Vanerperren Way
Green Bay, WI 54304
(920) 492-7715
EJay.Viste@dot.wi.gov

Project: STH 23, Fond du Lac & Sheboygan Counties, WisDOT NE Region, Green Bay

Additional References can be provided upon request.

Scott W. Dellenbach, Partner/Real Estate Specialist

Mr. Dellenbach, along with Beth Smith, Laura Sadler and Teri Weil formed TerraVenture Advisors, LLC in late 2008. Mr. Dellenbach previously worked for Ayres Associates starting in January 2003. Before that he had three years of experience with the Wisconsin Department of Transportation (WisDOT). His responsibilities include negotiating for purchase of parcels for project right-of-way, performing nominal appraisals, reviewing title work, preparing documents and project management. Mr. Dellenbach is on the WisDOT list of approved acquisition specialists.

Certification:

Wisconsin Department of Transportation Local Public Agency Fee Negotiator
Wisconsin Real Estate Brokers License, #52936

Education:

B.S. School of Business – University of Wisconsin, Milwaukee, Dec. 1999
Majoring in Real Estate and Property Development

Credentials/Relevant Education:

International Right of Way Association (IRWA) Classes:

Principles of Real Estate Acquisition, Negotiation, #200, 2000
Principles of Real Estate Acquisition, Appraisal, #400, 2001
The Appraisal of Partial Acquisitions, #401, 2002
Easement Valuation, #403, 2012
Valuation of Contaminated Properties, #407, 2001
Reviewing Appraisals in Eminent Domain, #410, 2012
Relocations Assistance, #501, 2002
Understanding Environmental Contamination, #603, 2001
Property Descriptions, #902, 2001
Right of Way Agent's Development Program, 2007
Property Management, #700, 2007
Standards of Practice for the Right of Way Professional, #104, 2009

Wisconsin Department of Transportation Courses:

Basic Right-of-Way Training for New Agents, 2000
Residential Relocation, 2000
Sales Studies, 2000
Eminent Domain Training, 2000
Payment Request Training, 2006
New READS Training, 2010
LPA Seminar, 2010
Issues in Eminent Domain Appraising for WisDOT, 2010
WisDOT Real Estate Conference, 2013

National Highway Institute – Federal Highway Administration Courses:

Basic Relocation, 2003
Business Relocation, 2003

Credentials/Relevant Education (con't):

Appraisal Institute

Condemnation Symposium, 2009, 2010
Business Ethics, 2011
USPAP, 2011
Basic Appraisal Principles, 2013
Basic Appraisal Procedures, 2013
General Appraiser Income Approach I, 2013
General Appraiser Income Approach II, 2014

Waukesha County Technical College

Real Estate Law, 2005
USPAP, 2005
Valuation of 2-3 Family Properties, 2005

Milwaukee Area Technical College

Introduction to Home Inspection, 2006

Robbins and Lloyd Real Estate Training

Real Estate Sales and Brokerage Properties
Mortgage Brokerage Principles

Representative Projects and Experience:

STH 175, Richfield, Washington County, WisDOT Southeast Region

This project is 97 parcels in size and includes parcel types ranging from two gas stations, church, school, fire department, golf course, residential and commercial properties. Mr. Dellenbach was responsible for the acquisition of 87 parcels and appraisal of 10. The roadway is being expanded to include wider shoulders, curb and gutter, bike lane and a roundabout at the intersection of STH 175 and STH 167. Construction scheduled to begin in 2015.

CTH P, Washington County

Acquisition Agent. This is an ongoing project with Washington County as they are preparing to rebuild CTH P to include better intersections and roundabouts. The current project involves about 15 parcels to be acquired by the end of the year (2013) through the nominal process.

Pennsylvania/Nicholson Ave. Reconstruction for Cities of South Milwaukee and Oak Creek

Acquisition Agent. Project was approximately 25 parcels with 4 appraisals. Construction project widened roadway from two lanes to four, with no median and sidewalks on both sides. Project required coordination with both municipalities. Acquisitions impacted residential parcels, an auto repair shop, a DMV service center and vacant land owned by the United States Postal Service. TerraVenture Advisors prepared nominal report and acquired all parcels. Appraisals were provided by a subconsultant.

CTH F, City of Milwaukee, Milwaukee County

Acquisition Agent for 2 parcels and appraiser for one parcel. This was a three parcel project at the intersection of CTH F and County Line Road that is being reconstructed to meet current design specifications. Parcels were acquired on a tight timeframe.

USH 18, Prairie du Chien, Crawford County, WisDOT Southwest Region

Acquisition Agent. Project involved acquisition from 73 parcels (65 from appraisals and 8 as nominals). Five parcels were relocations. This project involves re-routing USH 18 as a bypass around Prairie du Chien. The bypass route is along a quiet, mostly residential route and in an area that experiences a lot of flooding because of the Mississippi River. The proposed roadway expanded the number of lanes, raised it up 12 feet in some areas, and went off alignment in one area. Properties were a mixture of residential and commercial. Construction in 2010-2011.

STH 165, Pleasant Prairie, Kenosha County, WisDOT Southeast Region

Acquisition Agent. Project involved acquisition of 39 parcels on a very tight timeframe for a controversial project that involved the construction of two roundabouts and converting a two lane road into a four lane road with median.

Milwaukee Metropolitan Sewerage District Real Estate Services

Acquisition Agent. Mr. Dellenbach's services include negotiating for permanent sewer and temporary construction easements needed for the construction of storm and sanitary sewer improvements for various projects.

CTH P/I-94 Interchange, Waukesha County, WisDOT Southeast Region

Acquisition Agent. Mr. Dellenbach was responsible for acquiring land and easements from 24 property owners for the construction of the very political and highly contested interchange along I-94 in a growing commercial area. All properties were purchased in a tight timeframe without the use of condemnation.

STH 23, Fond du Lac & Sheboygan Counties, WisDOT Northeast Region

Acquisition and appraisal assistance. STH 23 will be expanded from two lanes to four lanes in the upcoming years. Real estate services being provided by staff for early buyout parcels and include appraisals for acquisitions, relocations and property management.

STH 26, Jefferson County, WisDOT Southwest Region

Acquisition Agent and Appraisal Assistance. STH 26 is being improved from Fort Atkinson to Watertown, with bypasses around Jefferson and Watertown. Mr. Dellenbach is providing acquisition services and appraisal assistance for multiple sections of this project. Real estate services being provided by staff include appraisals, acquisitions and relocation assistance.

Ms. Sadler, along with Beth Smith, Scott Dellenbach and Teri Weil, formed TerraVenture Advisors, LLC in late 2008. Ms. Sadler previously worked for Ayres Associates starting in March 2004 as an administrative assistant for the transportation real estate group. In November 2005, she became a real estate specialist. Her responsibilities as a real estate specialist include relocation assistance, negotiating for purchase of parcels for project right-of-way, reviewing title work, and preparing documents. Ms. Sadler is on the WisDOT lists of approved acquisition specialists and relocation specialists.

Education:

Bachelor of Science
Business Administration, University of Wisconsin-Stout, 1994

Credentials/Relevant Education

Wisconsin Department of Transportation Local Public Agency Fee Negotiator
Wisconsin Department of Transportation Local Public Agency Relocation Agent

International Right of Way Association (IRWA) Classes:

Standard Practices for the Right of Way Professional, #104, 2009
Residential Relocation Assistance, #501, 2007
Eminent Domain Law Basics for Right of Way Professionals, #803, 2004
Advanced Business Relocation, #506, 2010
Computing Replacement Housing Payments, #504, 2013

Wisconsin Department of Transportation Courses:

READS Data Entry Training, 2005
Relocation Users Group, Relocation Manual Training, 2006
Payment Request Training, 2006
New READS Training, 2010
LPA Seminar, Green Bay, 2010
LPA Seminar, Milwaukee, 2012
READS Relocation Data Entry Training, 2013

National Highway Institute – Federal Highway Administration Courses:

Basic Relocation Under the Uniform Act, 2010

Ayres Associates:

Eminent Domain Appraisal, 2004
Ayres Real Estate Training, 2005

Representative Projects and Experience

STH 35 Early Acquisitions, La Crosse County, WisDOT, Southwest Region, LaCrosse

TerraVenture Advisors was hired to provide appraisal, acquisition, acquisition stage relocation plan and relocation services for two early buyout parcels along STH 35 between Onalaska and Holmen. One parcel was a tenant occupied residential parcel and one parcel was a taxidermy business. Appraisal services were performed by Paul Rucinski of Precision Appraisal for both parcels. Beth Smith provided acquisition and relocation services to the business parcel. Ms. Smith also prepared the acquisition stage relocation plan. Laura Sadler provided acquisition and relocation services to the residential parcel. This project is nearing completion, with relocations claims as the outstanding items.



South Commercial Street (Lyon Drive to South Park Avenue), City of Neenah

Acquisition Agent. Project involved the design and reconstruction of approximately 0.57 miles of city street, including sidewalk and bike path extensions. The nominal process was used in all but one of these acquisitions. Due to the tight timeframe, appointments were set consecutively at the City Hall to explain the process, project and offers.

STH 54, Village of Port Edwards, Wood County, WisDOT – Northcentral Region, Wisconsin Rapids

Relocation Agent. This project is currently underway. The project is 0.795 miles and will improve substandard curves and resurface deteriorating pavement. Project involves 11 parcels that are all appraisals with two relocations and property management. An acquisition stage relocation was prepared. Appraisals provided by a subconsultant. Properties are a mix of cranberry marshes and residential. Construction to begin in 2015.

Pennsylvania/Nicholson Ave. Reconstruction for the Cities of South Milwaukee and Oak Creek

Acquisition Agent. Project was approximately 25 parcels with 4 appraisals. Construction project widened roadway from two lanes to four, with no median and sidewalks on both sides. Project required coordination with both municipalities. Acquisitions impacted residential parcels, an auto repair shop, a DMV service center and vacant land owned by the United States Postal Service. TerraVenture Advisors prepared nominal report and acquired all parcels. Appraisals were provided by a subconsultant.

STH 26 Expansion, Dodge County, WisDOT - Southwest Region, Madison

Acquisition & Relocation Agent. STH 26 is being expanded from 2 lanes to 4 along most of this corridor beginning in 2013. There will be a realignment of the STH 16/60 interchange with STH 60 east being built on new alignment. A number of access changes will occur along the alignment from current highway access to frontage road access. There is a significant grade changes with regard to the railroad. Currently the railroad is a bridge over STH 26. After construction, STH 26 will go over the railroad. Project involved some relocation, most of which was handled by WisDOT. TerraVenture Advisors provided relocation services for two parcels after the initial benefit package had been presented by WisDOT. This project had significant delays on the front end with appraisal issues and plat changes. While this project alignment was mostly rural, there were a number of complex parcels along the corridor. Examples include acquisition of part of a working farm (relocation handled by DOT), draitile and internal grade changes/ circuitry issues and appropriate damages for change in land use. A last minute TLE was added due to the severity of the field entrance grade and an acquisition from an unknown owner was completed.

STH 23, Fond du Lac & Sheboygan Counties, WisDOT Northeast Region, Green Bay

Acquisition & Relocation Agent. STH 23 is being expanded from 2 lanes to 4 lanes between Plymouth and Fond du Lac. TerraVenture Advisors has been working on early buyout requests along this corridor since 2006 (as Ayres Associates). We have completed approximately 30 relocations along this corridor. These parcels have included residential, mixed use and commercial parcels. Real estate services being provided by staff for early buyout parcels include appraisals for acquisitions, relocations and property management. Acquisition stage relocation plan services have also been provided.

STH 26 Expansion, Jefferson County, WisDOT – Southwest Region, Madison

Acquisition Agent. Project was approximately 35 parcels; all of the acquisitions were appraised. The project length is 10.3 miles long. It begins at the Rock/Jefferson County line (or Townline Road) and extends north to the South Fort Atkinson Interchange (or approximately Whitetail Lane). Construction will expand the roadway from a 2-lane highway to a 4-lane highway. Two structures for town road grade separations will be built. Project impacted agricultural, residential and transitional land. Project required acquisition/relocation of two off premise advertising signs. Construction of this segment began in 2013.

Ann P. Giese, Real Estate Specialist

Ann Giese joined the staff of TerraVenture Advisors in May, 2013. Ms. Giese brings with her more than 30 years of experience in Real Estate Acquisition through her former position with the Wisconsin Department of Transportation. Ms. Giese has worked in many aspects of the real estate process from the planning stages to Property Management and certifying the Right of Way. Ms. Giese is a Wisconsin Department of Transportation Local Public Agency Fee Negotiator.

Credentials/Relevant Education:

International Right of Way Association (IRWA) Courses attended and passed

902--Property Description--May, 1992
201--Communications in Real Estate Acquisition--July, 1992
901--Engineering Plan Development & Application--September, 1992
101--Principles of Real Estate Acquisition--Negotiations--October, 1992
101--Principles of Real Estate Acquisition--Engineering--March, 1993
405--Applications of Appraisal Principles--July, 1993
202--Interpersonal Relationships--March, 1994
401--Appraising Partial Acquisitions--May, 1994
214--Skills of Expert Testimony--September, 1995
205--Bargaining Negotiations--May, 1996
403--Easement Valuation--October, 1996
801--US Land Titles--November, 2008
410--Reviewing Appraisals in Eminent Domain--June, 2010
403--Easement Valuation--March, 2012
LPA-Right of Way -05/2013

Appraisal Institute courses attended and passed

101--Introduction to Appraising Real Property--August 3-14, 1992
101GR--Basic Appraisal Procedures--May 9-12, 2005

National Highway Institute courses attended and passed

Fundamentals of Rural Appraisal--March 27-31, 1995
Business Relocation--June 13-15, 1995
Basic Relocation--April 30-May 2, 1996
Advanced Relocation--May 23-25, 2006

The American Society of Farm Managers and Rural Appraisers courses attended and passed:

Fundamentals of Rural Appraisal--March 27-31, 1995

WisDOT Training courses:

Numerous DOT training courses including Project Management, Communication, Survey, Legal Descriptions, Negotiation, Relocation and READS.

Representative Projects and Experience

January 2002-2013: State of Wisconsin, Department of Transportation – NW Region, Eau Claire Real Estate Specialist-Advanced

Project Manager and Lead Worker for a staff of 3-4 Real Estate Specialists as well as oversight for the consultants hired to deliver the Real Estate Projects in the region. Ms. Giese worked with the Real Estate Supervisor to decide who would purchase the projects in the region--in-house staff or consultants--and coordinate the project from beginning to end. In addition to the project acquisition/relocation coordination, Ms. Giese also coordinated the Property Management duties in the region including the selling of excess land, leasing lands and razing and removal contracts.

Major projects that Ms. Giese helped coordinate and purchase were the USH 53 bypass project in Eau Claire and Chippewa Counties, the STH 35/64 projects in St. Croix County and the STH 93 project in Eau Claire County. This is in addition to several other projects that were purchased in during her 25 year employment in the DOT Real Estate Office in Eau Claire.

Project Management for the following projects:

STH 93, Eau Claire County
USH 53, Eau Claire Bypass, Eau Claire County
STH 35/64, Freeway, St. Croix County
STH 95, City of Arcadia, Buffalo County
A portion of the USH 41 project in Winnebago County
Numerous nominal projects in the NW region

1992-2002: State of Wisconsin, Department of Transportation – NW Region, Eau Claire Real Estate Specialist

Duties were primarily acquisition/negotiation for real estate projects in the NW Region, Eau Claire office. Ms. Giese was also responsible for Property Management in the region which included excess land sales, razing and removal contracts, leases, etc.

Example list of projects negotiated include:

STH 72, Pierce County
USH 12, North Clairemont Avenue, City of Eau Claire
STH 65, St. Croix County
USH 12, St. Croix County
STH 35, Pierce and St. Croix Counties
STH 37, Eau Claire County
STH 40, Chippewa County
STH 35, Pierce County
USH 53, Eau Claire Bypass--Eau Claire County
STH 35/64, Freeway, St. Croix County
STH 93, Eau Claire County

1982-1992: State of Wisconsin, Department of Transportation – NW Region, Eau Claire Program Assistant, NW Region Administrative and Real Estate Offices

Duties included word processing as part of a word processing unit that supplied word processing services for entire DOT staff in the Eau Claire office from 1982-1987. From 1987-1992, Ms. Giese's responsibilities included word processing services for real estate staff in the DOT office as well as assisting the real estate staff in basic Real Estate Services.

Ms. Weil, along with Beth Smith, Laura Sadler and Scott Dellenbach formed TerraVenture Advisors, LLC in late 2008. She joined the transportation division of Ayres Associates as an administrative assistant in 1991, bringing five years of clerical experience. In 1999 she began to assist the real estate section and in 2002 joined real estate as a full-time agent. Her responsibilities include reviewing title work, preparing sales studies and nominal value estimates, negotiating with property owners, and preparing documents. Ms. Weil is on the WisDOT's list of approved acquisition specialists.

Education:

Associate Degree
Administrative Assistant/Information Processing, Madison Area Technical College, 1989

Credentials/Relevant Education

Wisconsin Department of Transportation Local Public Agency Fee Negotiator

International Right of Way Association (IRWA) Classes:

Standard Practices for the Right of Way Professional, #104, 2009
Principles of Real Estate Negotiations, #200, 2003
Bargaining Negotiations, #205, 2002
Principles of Real Estate Engineering, #900, 2001

Wisconsin Department of Transportation Courses:

Sales Studies, Nominal Appraisal Acquisition Process Including Short Format Appraisals, 2000
Appraisal Training for Eminent Domain, 2002
LPA Seminar, 2003
READS Data Entry Training, 2005
READS – Basic acquisition, appraisal & relocation, 2005
Payment Request Training, 2006
New READS Training, 2010
LPA Seminar, Wisconsin Dells, 2010
WisDOT Real Estate Conference, 2013

National Highway Institute – Federal Highway Administration Courses:

Basic Relocation, #14129, 2002

Ayres Associates:

Eminent Domain Appraisal, 2004
Ayres Real Estate Training, 2005
WisDOT Local Program Management – SE Region, 2005

Representative Projects and Experience

USH 18 Bypass, Prairie du Chien, Crawford County, WisDOT Southwest Region, LaCrosse
Acquisition Agent. Acquisition was necessary from 73 parcels (65 from appraisals and 8 as nominals). Five parcels were relocations. This project involved re-routing USH 18 as a bypass around Prairie du Chien. The bypass route is along a quiet, mostly residential route and in an area that experiences a lot of flooding because of the Mississippi River. The proposed roadway expanded the number of lanes, raised the roadway

up to 12 feet in some areas, and went off alignment in one area. Properties were a mixture of residential and commercial. Construction in 2010-2011.

Two Projects: STH 54, Village of Port Edwards, Wood County, WisDOT Northcentral Region, Wisconsin Rapids

Acquisition Agent. Construction to begin in 2015. The first project is 1.402 miles and will improve substandard curves and resurface deteriorating pavement. A portion of STH 54 will be moved off of the current alignment. Project involves 6 parcels that are all appraisals. One relocation parcel was handled by WisDOT. Properties were a mix of cranberry marshes and residential. The second project is 0.795 miles and will improve substandard curves and resurface deteriorating pavement. Project involves 11 parcels that are all appraisals with two relocations and property management. Properties were a mix of cranberry marshes and residential.

STH 23, Fond du Lac & Sheboygan Counties, WisDOT, Northeast Region

Property Management Agent. STH 23 will be expanded from two lanes to four lanes in the upcoming years. Real estate services being provided by staff for early buyout parcels and include appraisals for acquisitions and relocations. Acquisition stage relocation plan services are also being provided. Approximately 30 total buyouts have been completed. Responsibilities for property management included processing, utility payments after vacancy, coordinating asbestos/lead paint inspections, advertising and holding open houses for improvements that WisDOT hoped to sell, coordinating well and septic abandonments, working with razing contractors to ensure site clearance.

Excess Land Assistance, WisDOT Southwest Region, Madison

August 2012 – May 2013. This was a 6-month contract to review old plats for potential excess land and route around for approval and concurrence to different divisions. This project has been extended through September, 2014, with the possibility of further extension. The position now includes obtaining appraisals, and bids for surplus land parcels. Position also includes organizing old files and lease documents.

Water Street, City of Platteville, Grant County

Acquisition Agent. Project involved acquisition from 102 parcels (11 appraisals and 91 nominals). This project was on a very tight timeframe and was acquired within 6 months. The project was 1.64 miles long within the City of Platteville beginning downtown Platteville (Pine Street) and extending north to Malone Drive. Improvements consisted of realigning some intersections, adding a roundabout, and improving the roadway surface, sidewalks, drainage, and curb and gutter. Properties were a mix of residential and commercial. Construction occurred in 2012.

Utility Coordination, WisDOT Central Office Utility Division

August 2011-July 2012. Provide a year-long contract with WisDOT's Utility Division to assist with utility coordination. Duties included review documents from utility coordinators statewide for corrections. Processed invoices and closed out files using EAPS and FIIPS programs. Also assisted in reviewing utility company agreements for compensation.

STH 175, Richfield, Washington County, WisDOT Southeast Region

Acquisition Agent. This project is 97 parcels in size and includes parcel types ranging from two gas stations, church, school, fire department, golf course, residential and commercial properties. The roadway is being expanded to include wider shoulders, curb and gutter, bike lane and a roundabout at the intersection of STH 175 and STH 167. Construction scheduled to begin in 2015.

QUALIFICATIONS OF APPRAISER - AARI KEVIN ROBERTS

Experience:

Appraiser: AJ Appraisals and Real Estate, LLC; N7568 Little Coffee Road, Watertown, Wisconsin (920) 699-4371
The appraiser has been involved with projects that involve the valuation and acquisition of land and other interests for highway projects, electric transmission lines, gas transmission lines, conservation uses and conservation easements. Highway project appraisals have been completed according to WisDOT and other applicable regulations. Acquisition of land and other interests for conservation uses and conservation easements have been completed according to the Uniform Appraisal Standards for Federal Land Acquisitions (Yellow Book). The appraiser has been hired by the acquiring agency as well as property owners. Agricultural, residential, industrial and vacant land appraisals have been completed for various entities. It should be noted that in March of 2008 the appraisal business was moved from an individual basis to a LLC. January, 1998 to present.

Appraiser: Egan Appraisal Services, LLC; 1536 S. Church Street, Watertown, Wisconsin (920) 261-7284
Real Estate Appraiser, January, 1993 to 2004.

Certification: State of Wisconsin
Certified General Appraiser #734, August 1995
Assessors Certification, Level 2, November 1992
Brokers License #46981

Education: B. S. Ag. Mech. and Management - University of Wisconsin, Madison, Aug. 1991
A. A. Property Assessment/App. - Waukesha County Technical College, May 1993
A. A. Real Estate - Waukesha County Technical College, May 1993

International Right of Way Association (IRWA) Classes
Course 103-Ethics and the Right of Way Profession, June 1998
Course 201-Communications and Real Estate Acquisition, March 1996
Course 214-Skills of Expert Testimony, September 1995, September 2002
Course 401-Appraisal of Partial Acquisitions, March 1997
Course 403-Easement Valuation, May 1996
Course 407-Valuation of Contaminated Properties, March 1998
Course 502-Business Relocation, May 2001
Course 603-Understanding Environmental Contamination in Real Estate, April 2001
Course 802-Legal Aspects of Easements, October 1999
Course 902-Property Descriptions, September 1999

Appraisal Institute
Valuation of Conservation Easements, March 2009
Uniform App. Standards for Federal Land Acquisitions (Yellow Book), June 2007

Other Activities: International Right of Way Association - August 1995 to present.
American Society of Farm Managers and Rural Appraisers – October 2007 to present.
National Board of Realtors - June, 1996 to present.
Wisconsin Board of Realtors - June, 1996 to present.
Jefferson County Board of Realtors – June, 1996 to present.
ERA Egan Realty-December, 1996 to December 2002.
Shorewest Realtors-January 2003 to Present.
Town of Watertown Plan Commission – April 2009 to present

APPRAISER QUALIFICATIONS STATEMENT

RONALD J. POLACEK

PARK AVENUE REAL ESTATE SERVICES LLC
485 PARK AVENUE
PRAIRIE DU SAC WI 53578
608-643-4058

REVIEW & APPRAISAL EXPERTISE

Governmental & Private Review and Appraisal of complex commercial, industrial, residential, agricultural, and railroad properties. Areas of extensive expertise are Governmental acquisitions under applicable Federal & State Law & Rules, and acquisitions of partial interests, and easements.

EXPERIENCE.

38 Years of Governmental Real Estate Acquisition Experience. Of which 35 years was with the Wisconsin Department of Transportation. Recent Major projects: Marquette Interchange... City of Milwaukee, South East Wisconsin Freeway System, 6th Street Viaduct, Park East Expressway City of Milwaukee, Hwy 151 between Madison and Sun Prairie, Washington Avenue City of Madison. USH 12 between Middleton and Sauk City. Duties with the Wisconsin Department of Transportation as the **LITIGATION AND ACQUISITION FACILITATOR** Administered and Coordinated the Statewide Eminent Domain Litigation Program, Research and Development of Polices and Procedure revisions for the Wisconsin Real Estate Program Manual, Coordinated the statewide highway real estate acquisition program for all Local Public Agencies. Senior Statewide Reviewer Appraiser

LICENSES & CERTIFICATION.

Wisconsin Certificated General Appraiser and Licensed Appraiser # 1337-010
Senior Member (SRWA) of the International Right of Way Association.

EDUCATION

COLLEGE DEGREES

BACHELOR OF BUSINESS ADMINISTRATION **UNIVERSITY OF WISCONSIN**
MAJOR IN FINANCE AND ACCOUNTING
ASSOCIATED DEGREE IN APPLIED SCIENCE **MILWAUKEE AREA**
TECHNICAL COLLEGE MAJOR IN FINANCE AND ACCOUNTING.

APPRAISAL COURSES & SEMINARS

SINCE 1973 I HAVE ATTENDED AND HELPED CONDUCTED NUMEROUS FORMAL TRAINING COURSES AND SEMINARS FROM INTERNATIONAL RIGHT OF WAY ASSOCIATION, SOCIETY OF REAL ESTATE APPRAISERS, THE APPRAISAL INSTITUTE, NATIONAL HIGHWAY INSTITUTE, RURAL AND FARM APPRAISERS, UNIVERSITY OF WISCONSIN, WISCONSIN OF TRANSPORTATION, etc.

Mark R. Davis

mdavidccc@gmail.com • W 3713 Oak Acre Drive, Fond du Lac, WI. 54937 • (920) 979 - 4969

Objectives

Continued growth and expansion of my Company. Plan of continued action to provide our customers' with cost-effective, efficient, proactive, educated and excellent consulting and remediation services in the regulated environmental industry.

Education

University of Wisconsin – Oshkosh

August 2001.... Bachelor of Science Degree - Major in Criminal Justice; Minor in Sociology.... Emphasis on Environmental Studies.

- Self-employed since 2009 – Managed steady business growth & development of Company since then.
- Certified Asbestos Supervisor since 1999 – Project Management and oversight of numerous medium to larger industrial and commercial abatement/remediation projects.
- Certified Asbestos Inspector since 2001 – Performed Several Hundred asbestos inspections to various residential, industrial and commercial properties throughout the State of Wisconsin.
- Company Certification with The State of Wisconsin – Department of Health Services (DHS) and a Registered Company with The State of Wisconsin Department of Commerce – Safety & Buildings Division.

Experience

(DCC) – Davis Consulting & Contracting, LLC. | W 3713 Oak Acre Drive, Fond du Lac, WI. 54937 - 8110

Owner *Started.... 01/16/2009 to Present.*

Executive Direction & Decision Making; Purchasing; Payroll; Project Management; Project Supervision; Asbestos Inspections; Consulting; Inventory; Quality Assurance; Customer Relations; Human Relations / Employment Relations, Etc...

Skills

- Specific Attention to Detail.
- Excellent Organizational Skills.
- Possess Exceptional Leadership Qualities.
- Studious Nature and Desire to Research.
- Ability to Work with and Understand All People.

Benjie Hayek—Project Leader



EDUCATION

B.S. Civil Engineering ,
Marquette University -
Milwaukee Emphasis in
Transportation and
Construction
Management,

PROFESSIONAL

COURSES

FHWA Traffic Control Supervisor
WisDOT Construction Standards
WisDOT Material Quality Control
WisDOT Construction Project Quality
Management
WisDOT Work Zone Traffic Control and
Pedestrian Safety

PROFESSIONAL CERTIFICATIONS

Highway Technician Certification Program
AggTech I
PCCTech-I

PROFESSIONAL MEMBERSHIPS

Society of Woman Engineers
American Society of Civil Engineers
National Society of Civil Engineers
Engineers Without Borders
WDOT/DBE committee
Wisconsin Professional Partners

AWARDS

2010 recipient of Engineers Without
Borders Premier Project Award – Joyas,
Honduras for design, implementation, and
safety

Mentor – Marquette University
Engineering Students for developing
Health and Safety Plans, construction
management and project scheduling

2010 Department of Transportation Traffic
Supervisor

SUMMARY OF QUALIFICATIONS

Benjie has more than 24 years of experience in road building construction focusing on new construction and resurfacing projects throughout Southeastern Wisconsin. Benjie's duties include overseeing daily construction activities, contract and plan accuracy, in-field assessments, meeting organization, project documentation, quality control, accurate reporting and public information/public outreach.

Benjie has developed incontrovertible relationships within both the professional and public communities and is known for ethical and best business practices while devoting her attention to detail and addressing concerns to achieve positive results. She has worked closely with WisDOT and private companies to complete projects on time and without issue. Benjie possesses a vast knowledge of the operation of heavy equipment and approaches each project with complete compliance relating to safety standards and regulations.

MAJOR PROJECTS

Project Leader, WisDOT DBE Master Contract 2013-2015: Benjie is providing outreach and marketing services to DBE firms interested in securing contract work on all types of WisDOT projects. She is accomplishing this through training, one-on-one assessment, partnering and other methods.

R.A. Smith National Projects

- Eureka Bridge, Winnebago County
- 124th St., Milwaukee and Waukesha Counties
- CTH L, Waukesha County
- Mitchell Interchange—CD Roads College Avenue to Howard Avenue, Milwaukee, Wisconsin
- Russell Road to Wisconsin Stateline, Wisconsin, Illinois Border
- Hwy 50/158 Interchange, Kenosha, Wisconsin

Additional Projects

Mitchell Interchange—CD Roads College Avenue to Howard Avenue, Milwaukee, Wisconsin: This project is part of the I-94 N/S Freeway Mega Project. As a Project Engineer, oversaw numerous sub-contractors for the completion and erection of overhead sign structures, removals, landscaping, traffic control and pavement markings. Responsible for accurately submitting and following up on RFIs and submittal packages, reporting and verifying project quantities, and writing change orders, served as in-field contractor public relations contact and worked closely with WDOT to resolve punch list items.

Russell Road to Wisconsin Stateline, Wisconsin, Illinois Border: Project was a total reconstruct from a three-lane to a four-lane highway. As a Project Engineer, oversaw numerous sub-contractors for contract completion, performance, and

Benjie Hayek—Project Leader

quality. Traffic control planning, staging and execution. Utility coordinator between private, WDOT, and IDOT utility owners. Appointed interim safety contact for OCIP and coordinated with the WI State Patrol weigh station for closures and reopening station during peak inspections. Responsible for document control and submittals, change orders, project quantities and was point of contact for infield public outreach/public information.

Hwy 50/158 Interchange, Kenosha, Wisconsin: Project is part of the I-94 N/S Freeway Reconstruction Project with the expansion from three to four lanes in the north and southbound directions. The project also included reconstruction of Highways 50 and 158 Interchanges as well as demolition and reconstruction of bridges throughout the length of the project and a new bridge at 71st Street. As a Project Engineer, developed ECIP and worked closely with WDNR on environmental issues and concerns; performed site preparation and erection coordination for portable plant; trained and assisted in traffic control staging; and trained and assisted in documentation for RFIs, submittal packages and contract quantities.

James T. Clements—Construction Engineer



EDUCATION

B.S. Construction Engineering, Southern Illinois University, 1998

PROFESSIONAL CERTIFICATIONS

Highway Technician Certification Program
Agg Tech II
PCC Tech I

SUMMARY OF QUALIFICATIONS

Jim has more than 10 years experience as a construction project manager/project engineer and more than 20 years total experience in the construction industry. His experience includes project management; safety; quality control; supervising team members and subcontractors; review of project plans, reports and documentation; scheduling; preparing budgets; and controlling expenses. Jim has a proven record of success in completing construction projects on time and under budget.

MAJOR PROJECTS

I-43 (STH 164 to STH 83), Waukesha County: Structures inspector on the construction management/observation for this eight-mile, \$11.9-million highway improvement project. The project included grading, excavation, milling, rubbilization, concrete base patching, HMA overlay, storm sewer, bridge deck, superstructure demolition and replacement and structure widening.

USH 41 (STH 26 to STH 44), Winnebago County: Inspector for the construction management of a five-mile, \$16-million portion of the highway widening mega-project. This segment of the project consisted of concrete pavement, HMA pavement, grading base aggregate dense, storm sewer lighting, signing, pavement marking and concrete barrier.

CTH X, Genesee Road, STH 59 to Harris Highland Drive, Waukesha, Wisconsin: Structures inspector for the widening and re-decking of a four-span, two-stage pretension concrete girder bridge as part of this \$10-million urban reconstruction over the Southern Pacific Railroad and urban trail.

Springdale Road Bridge over the Fox River, Waukesha, Wisconsin: Construction project manager on this \$3-million bridge replacement. Construction manager of the four-span slab span bridge over the Fox River. Clements managed cost, schedule, purchasing and planning. Developed and maintained Primavera P3 project schedule. Processed project invoices, subcontracts, hired services and change orders by use of One World business management system and Expedition Project Management software. Reviewed and submitted shop drawings for the purpose of fabrication and delivery in accordance with the project schedule. Heavy use was made of WisDOT Standard Specifications to ensure project compliance.

Ayres Associates, Mitchell C. Banach

ESA intro and experience

Mr. Banach joined Ayres Associates in 2013, bringing five years of experience as an environmental scientist. His background includes performing and managing Phase 1 and 2 environmental site assessments, site investigations, storage tank closures, National Environmental Policy Act environmental assessments, and regulatory compliance and hazardous building material inspection projects. He has significant experience in preparing regulatory reports, permits, and plans for industrial facilities at the federal, state, and local levels, including hazardous substances, air emissions, hazardous waste, wastewater, stormwater pollution prevention, and oil spill prevention. He has also prepared proposals and Petroleum Environmental Cleanup Fund Act claims. His field experience includes soil, groundwater, wastewater, stormwater, air, lead paint and asbestos bulk sampling; active groundwater remediation; regulatory compliance facility inspection; and wetland delineation. Throughout his project experience Mr. Banach has demonstrated his ability to communicate and collaborate with clients, co-workers, regulatory agencies, and subcontractors to complete project goals.

His environmental services clients include:

- Wisconsin Department of Administration, Division of Facilities Development
- City of Eau Claire, WI
- City of Sturgeon Bay, WI

Relevant project experience from previous employment:

Site Investigation, National Recycling, Milwaukee, Wisconsin

Project manager. Obtained from Wisconsin Department of Natural Resources for site investigation that spanned over 15 years and multiple consultants. Site was formerly occupied by variety of industrial businesses resulting in contamination by petroleum and heavy metals. Site was formerly owned by City of Milwaukee and participated in Voluntary Party Liability Exemption program.

Phase I and II ESA; Pre-demolition Assessment, Hoyt Park Pool, Wauwatosa, Wisconsin

Project manager. Conducted Phase II ESA and magnetometer survey after identifying several recognized environmental conditions in Phase I ESA at historic Milwaukee County Park. Also completed survey of asbestos, lead paint, and other hazardous building materials before demolition of most of pool house. Pool house and pool were in use from 1937 to 2003. Pool reopened in 2011 after extensive renovation and has received awards recognizing outstanding design of pool, preservation of historic bathhouse, and positive impact on community.

Phase I ESA, ASQ (Ivory Tusk Building), Milwaukee, Wisconsin

Project manager. Conducted Phase I Environmental Site on historic downtown Milwaukee building in 2009. Assessment identified two former gasoline storage tanks that had not been identified in previous assessments.

Wisconsin Air National Guard 128th Air Refueling Wing, Milwaukee, Wisconsin

Project assistant responsible for wetland delineation. Coordinated and assisted in delineation of wetlands on land acquired by Wisconsin Air National Guard in 2009.

Regulatory Compliance, MAG (formerly Giddings & Lewis), Fond du Lac, Wisconsin

Project manager. Project began in 2008 and involves keeping large machine tool manufacturing facility in compliance with federal, state, and local environmental laws. Duties include preparing annual reports for EPCRA hazardous materials and toxic release inventory, air emissions inventory, and hazardous waste

(RCRA Subtitle C); monitoring and permitting storm water and wastewater; and facility inspections required for oil storage.

Regulatory Compliance; Site Investigation & Remediation, John Crane Orion, Grafton, Wisconsin and Columbus, Nebraska

Project manager/assistant. Assisted facilities with obtain full regulatory compliance through preparation of Spill Prevention Control and Countermeasure and Storm Water Pollution Prevention Plans in addition to annual EPCRA reporting. Assisted in groundwater monitoring, collection of natural attenuation parameters, and testing of soil hydroconductivity at site contaminated by petroleum and chlorinated solvents. Also responsible for overseeing remedial excavation of soil and placement of barrier cap.

Asbestos Assessment, MMSD Kinnickinnic River Renaturalization, Milwaukee, Wisconsin

Project assistant. Inventoried hazardous materials and performed asbestos bulk sampling in several residential homes scheduled for demolition. Documented inspection findings in detailed report and estimated square/linear footages of asbestos-containing materials.

Car Phones Plus, Racine, WI

Project manager. Responsible for managing and conducting field work for commercial site contaminated with petroleum from former filling and service station. Duties included soil and groundwater sampling and monitoring, mapping of contaminant plumes, and preparation of case closure request and PECFA claim to obtain closure of investigation and state-funded reimbursement for responsible party.

American Roller Company, WI, IN and SC

Project manager. Conducted Phase I ESAs at four manufacturing facility locations across eastern U.S. and continued with subsequent Phase II ESA and Site Investigation at one facility in Wisconsin. Duties included completing site assessment for removal of 20,000-gallon fuel oil underground storage tank, and conducting site investigation including soil, groundwater, and drinking water sampling.

Former Transpak Building, Milwaukee, WI

Project manager. Inventoried hazardous materials and performed asbestos bulk sampling in historic vacant industrial building undergoing redevelopment. Documented inspection findings in detailed report.

West Milwaukee Neighborhood Revitalization, Milwaukee, WI

Project staff. Inventoried hazardous materials and performed asbestos bulk sampling in several residential homes scheduled for demolition. Documented inspection findings in detailed report.

Education

Bachelor of Science, University of Eau Claire, 2008

Biology – Ecology and Environmental

**Cost Sheet for RFP for Project ID 6090-06-23
Main Street, City of Waupun
State Street to County Park Road**

Service Provided	Method of Payment	Estimated Number	Cost	Total Estimated Cost
Project Management	Lump Sum	1	\$8,640	\$8,640
Project Data Book	Lump Sum	1	\$2,500	\$2,500
Appraisals	Each	10	\$1,400/ea	\$14,000
Appraisal Review	Each	10	\$365/ea* includes data book review	\$3,650
Acquisition for Land Parcels – TLE only	Each	75	\$900/ea	\$67,500
Acquisition for Land Parcels – Fee or Highway Easement	Each	18	\$1,200/ea	\$21,600
Relocation Services	Lump Sum	1	\$4,500	\$4,500
Acquisition Stage Relocation Plan	Lump Sum	1	\$1,750	\$1,750
Asbestos/Hazardous Contaminant Assessment **	Each	1	\$150 (TerraVenture) \$450 (Davis)	\$600
Coordination, oversight, and development of razing and abatement contract**	Each	1	\$3,000 (TerraVenture) \$7,685 (R.A. Smith National)	\$10,685
Encroachment resolution	Each	16	\$3,000	\$3,000
Total Cost Not to Exceed				\$138,425

*Price per unit may increase in the event there are fewer than 10 appraisals. For the 11th appraisal review and beyond, the per unit cost is \$250.

**In the event TerraVenture Advisors (TVA) is awarded this project and the contract requires professional liability insurance to cover these items, TVA will need to obtain coverage for these services. Our current professional liability insurance only covers real estate services. Costs associated with obtaining this insurance will be charged to the project (not included above).

Additional Note: Cost for Phase I inspection is not included in the above cost. If it is determined that this is required, the additional fee will be \$3,595 for Ayres Associates and \$150 for TerraVenture’s coordination of this task for a total of \$3,745.