



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900
Fax: 920-324-7939

"Wild Goose Center of Wisconsin"

January 3, 2018

A meeting of the Board of Public Works is scheduled for **Tuesday, January 9, 2018**, at **4:30 p.m.** in the Waupun City Hall, **Council Chambers**.

AGENDA

- 1) Call to Order
- 2) Roll Call
- 3) Approve minutes of the December 12, 2017 meeting.
- 4) Discuss / Approve quote for Storm Sewer Inspection.
- 5) Discuss / Approve quote for Security Doors at the Library
- 6) Discuss / Approve using extra money from the street sweeper in the 2018 budget to purchase a Vac Trailer.
- 7) Discuss / Rate/ Recommend to Council Statement of Qualifications for Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP Project.
- 8) Public Comments
- 9) Adjournment

Jeff Daane
Public Works Director

cc: Mayor & Common Council
City Attorney
Department Heads
Media

Please note that, upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and service. For additional information or to request this service, contact Angela Hull, City Clerk, at 324-7900.



City of Waupun

201 E. Main Street
WAUPUN, WISCONSIN 53963
Phone: 920-324-7900

Waupun Board of Public Works DRAFT Minutes of Regular Meeting December 12, 2017

The Waupun Board of Public Works met in regular session on Tuesday, December 12, 2017 in the Common Council Chambers at the Waupun City Hall located at 201 E. Main Street, Waupun.

Audience present is Mayor Nickel.

Kaczmarek calls the meeting to order at 5:30pm.

Members present at roll call are Alderman Mielke, Public Works Director Daane, City Clerk Hull, Alderman Kaczmarek, and Alderman Matoushek Jr. Lieutenant Brzezinski is absent and excused.

The minutes from November 14, 2017 meeting are reviewed. Daane requests a change in the language of the parking stalls at the Medema Fields, to state "Daane reviewed the area and determined a parking stall, located next to four handicapped stalls, would be the location".

Motion Daane, second by Mielke to approve the minutes from the November 14, 2017 meeting of the Board of Public Works with the revisions the Daane requested to state "Daane reviewed the area and determined a parking stall, located next to four handicapped stalls, would be the location". Motion carried 5-0.

Request for Proposal was issued to Raze the former Washington School site and restoring of the land. The City received 3 bids. Robinson Brothers (\$244,800), W&D Navis (\$245,500), and Razmus Demolition Services LLC (\$317,883). Mielke questions if the site, when the land is restored, would be development ready. That was not in the specs for development but if a developer is interested, this would be a change order to the RFP.

Motion Matoushek, second Hull to recommend Robinson Brothers for the Razing of the former Washington School and restoring the land contingent upon all insurance requirements are met. Motion carried 5-0.

No public comments are heard.

Motion Hull, second Daane to duly call the meeting adjourned at 5:38pm. Motion carried 5-0.

Angela Hull, City Clerk



3600 Kewaunee Road
 Green Bay, WI 54311
 Phone: (920) 863-3663
 Fax: (920) 863-3662

Quotation

Quote Number:
9427

Quote Date:
Dec 1, 2017

Quoted to:

WAUPUN PUBLIC UTILITIES
 P.O. Box 431
 Waupun, WI 53963

Page:
1

Quote Good Thru	Payment Terms	Sales Rep
12/31/17	Net 30 Days	

Description	Unit of Measure	Quantity	Unit Price	Extension
STORM SEWER INSPECTION				
PIPE INSPECTION STORM SEWER	FOOT	20,000.00	0.510	10,200.00
REVERSE SET UPS	EACH	1.00	75.000	75.00
PIPE INSPECTION OFC/B LEADS UNDER 50'	FOOT	1.00	1.650	1.65
CLEANING IF NECESSARY - TIME AND MATERIAL				
#2115 VACTOR JET-RODDER AND CREW	HOUR	1.00	245.000	245.00
EXTRA LABORERS / MAN	HOUR	1.00	63.500	63.50

Please notify Great Lakes within 30 days if the quotation is accepted and the above prices will be honored. This acknowledgment will enable us to schedule your work more efficiently. If prevailing wages apply - this quote will be adjusted accordingly. Bond fee and/or additional insurance requirements are not included in the quote amount. If applicable, add the amount(s) to this quote.

Subtotal	10,585.15
Sales Tax	
Total	10,585.15



PROPOSAL

1772 S. VANDENBERG ROAD
 GREEN BAY, WI 54311
 PHONE: 920-655-8049
 FAX: 920-468-7207
 EMAIL: ADAMTIERNEY@NORTHERNPIPEINC.COM

PROJECT: Storm sewer televising
 LOCATION: Waupun, WI
 DATE: 10/23/2017

TO: Jeff Daane, Director of Public Works
 Waupun, WI

Mobilization of equipment and crew (televising only)			N/C
Storm sewer televising 22,935'	\$ 0.53 per foot	\$	12,155.55
TOTAL		\$	12,155.55
Mobilization of equipment and crew (cleaning & televising)			N/C
Storm sewer cleaning 22,935'	\$ 0.49 per foot	\$	11,238.15
Storm sewer televising 22,935'	\$ 0.44 per foot	\$	10,091.40
TOTAL		\$	21,329.55

Notes:

Work schedule shall be set in the best interest of both parties. Currently looking at completing work in January.

IF YOU HAVE ANY QUESTIONS ABOUT THIS PROPOSAL EMAIL TO ADAMTIERNEY@NORTHERNPIPEINC.COM

WE PROPOSE HEREBY TO FURNISH MATERIAL, EQUIPMENT AND LABOR - COMPLETE IN ACCORDANCE WITH THESE SPECIFICATIONS, FOR THE SUM OF: _____ DOLLARS (\$) (\$ _____)

PAYABLE AS FOLLOWS: INVOICE NET 30 DAYS

AUTHORIZED SIGNATURE :

ALL MATERIAL IS GUARANTEED TO BE SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMANLIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATION OR DEVIATION FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS, AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THE ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS, OR DELAYS BEYOND OUR CONTROL. OWNER TO CARY FIRE, TORNADO, AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMEN'S COMPENSATION INSURANCE.

ADAM TIERNEY , BUSINESS DEVELOPMENT MANAGER

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 30 DAYS

ACCEPTANCE OF PROPOSAL - THE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

SIGNATURE: _____

DATE: _____

SIGNATURE: _____

DATE: _____

LAPPEN SECURITY PRODUCTS

Locks. Surveillance. Detection. Safety.

QUOTE

Date	Quote #
01/02/18	LSPQ37674

Sold To: CITY OF WAUPUN - PUBLIC
 Jeff
 201 E. MAIN STREET
 WAUPUN, WI 53963

Phone:
Fax:
Email: JEFF@CITYOFWAUPUN.ORG
Customer ID: 11157

Ship To:
 JEFF DAANE
 WAUPUN PUBLIC SAFETY

Phone:
Fax:

Terms	Rep	P.O. Number	Ship Via
NET 10	Brian		

Qty	Part #	Description	Unit Price	Ext. Price
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CITY OF WAUPUN - PUBLIC WORKS

PLEASE CONTACT PROJECT MANAGER BRIAN SCHWEITZER AT 920-585-2713 OR BRIANS@LAPPENSECURITY.COM WITH ANY QUESTIONS ABOUT THIS PROPOSAL

		COST TO INSTALL ACCESS CONTROL ON THE FOLLOWING DOORS: FRONT MAIN VESTIBULE DOOR, FRONT MAIN DOOR BY ELEVATOR TO POLICE DEPT LOBBY, POLICE DEPT LOBBY TO HALLWAY DOOR, FIRE DEPT TO POLICE DEPT DOOR, EAST EXTERIOR POLICE DOOR, NORTH EXTERIOR POLICE DEPT HALLWAY DOOR, INTERIOR SALLY PORT TO HALLWAY DOOR, EXTERIOR SALLY PORT WEST DOOR, EXTERIOR SALLY PORT SOUTH WEST DOOR, AND EXTERIOR DOOR NEAR TOWER.	\$19,201.94	\$19,201.94
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1503.01974	(4) PAXTON KEYFOB BOX OF 10			
1509.02900	PAXTON BLU 2 DOOR MASTER KIT			
1509.02903	(4) PAXTON BLU 2 DOOR ADD-ON KIT			
1509.02941	PAXTON BLU DESKTOP READER			

Qty	Part #	Description	Unit Price	Ext. Price
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Lappen Security Products requires 50% down of agreed upon price and balance upon completion. Written quote is valid for 30 days. Manufactures warranty on all hardware, please see attached list. Software warranty and support does not include assistance required as a result of hardware failure or misuse. User is responsible for the support of their Networks, Network Equipment, and Computers. All electrical power required for systems must be clean and free of harmful noise, surges, and other disrupting harmonics.

All other equipment to be covered by individual manufacturer warranties (typically one year). Labor to replace any failed equipment to be paid for by customer on a time and material basis unless otherwise specified. There will be no labor charges for repairing/replacing failed equipment for the first (90) days upon completion of the project.

Paxton Access Equipment have a limited (5) year warranty. Paxton Key Fobs have a limited Lifetime Warranty

SubTotal	\$19,551.94
Sales Tax	\$0.00
Shipping	\$0.00
Total	\$19,551.94

PAY YOUR INVOICES ON-LINE @ www.lappensecurity.com

Qty	Part #	Description	Unit Price	Ext. Price
	1502.02752	PAXTON P38 PROXIMITY READER		
	1502.02473	(9) PAXTON P75 PROXIMITY READER		
	1501.02508	(5) RUTH LOW PROFILE STRIKE W/FACEPLATES		
	1501.00932	HES GENESIS ELECTRIC STRIKE FOR PANIC BARS		
	1810.01317	(10) GRI 3/4 RECESSED DOOR CONTACT BROWN		
	1209.01897	BARON 31/32 DEADLATCH AL & DU EZ# 090028		
	1209.02963	AR HEAVY DUTY LEVER ALUM 32D		
	1303.01522	(7) DON JO SIMP/ALM TO LVR PLATE EZ# 103312		
	1204.02066	(7) KEYMARK SCH/ARW KNOB/LVR CYL - MASTER KEYED		
	1203.02332	(7) LSDA GR1 2400 STOREROOM LEVER 26D EZ# 077545		
	9006.NSSALES	(2) ALTRONIX 24VAC 12.5AMP 8 FUSED POWER SUPPLY		
	0108.00047	(5) ASLA1075 12V 7.5AH BATTERY		
	9006.MES	MISC SUPPLIES		
	1902.01400	PLENUM 22-6 SHIELDED CABLE		
	1902.01398	PLENUM 18-2 UNSHIELDED CABLE		
	1902.01399	PLENUM 22-4 UNSHIELDED CABLE		
	9001.01450	TECHNICIAN LABOR		
		ANNUAL COST FOR WEB HOSTING PAXTON SOFTWARE AND DATABASE.	\$350.00	\$350.00
	1509.02905	PAXTON BLU 1 YEAR WEB HOSTING LICENSE		



317 E. Main S
Waupun, WI 53983

And Like we've done for you in the past. My Boss, Forsell Gappa has said that we will do another door next year (2018) at no charge for \$1500 the Police/Fire Dept. Which will lower this quote

Proposal

Date	Proposal #
12/26/2017	9603

Name / Address:

Waupun Police Department
Brian O'Donovan
16 East Main Street
Waupun, WI 53963

Project / Entered By	Terms	Rep
Infinias Card Access/AK	25% Down, N30, Progressing	GS

Item	Description	Qty	Cost	Total
IP-Based Access Control	<p>***UPDATED from Proposal 9521*** To Provide and Install an Infinias IP-Based, PoE Keyless Access System for the following Doors: EAST SIDE O/S DOOR, NORTH SIDE O/S DOOR, SALLY PORT INTO PD DOOR (Interior), O/S GARAGE DOOR INTO CAGED AREA, O/S ENTRANCE INTO SALLY PORT, I/S KITCHEN DOOR, O/S DOOR FOR FIRE AND POLICE DEPT., FRONT I/S DOOR, FRONT I/S DOOR JUST PAST WELCOME WINDOW, and I/S VESTIBULE GLASS DOOR - POLICE DEPT. TOP OF STEPS</p> <p>New Hardware to Replace Push Button Locks will also be provided and installed on all of the Above Doors, except FRONT I/S DOOR and FRONT I/S DOOR JUST PAST WELCOME WINDOW.</p> <p>Gappa Security Solutions will provide and install all necessary PoE Door Controllers, Readers, Electric Strikes, Grade 1 Cylindrical Locks, Von Duprin Lever Trim, Adams Rite Deadlatch with Push Paddle, Combined Cores and Cut Keys, and all necessary wire and wire mould. Existing Electric Strikes on two of the doors will be reused.</p> <p>WORK DONE BY OTHERS: 1. Static IP Address Needs to be Provided for Each PoE Door Controller. 2. Waupun Police Department will provide all Necessary Managed PoE Switches with available Ports. 3. "The access control manufacturer Infinias specifically recommends that all systems be hosted on a separate VLAN to eliminate interference from other network traffic."</p>		19,681.65	19,681.65

Call with any additional questions!

Total

Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com



317 E. Main Street
Waupun, WI 53963

Proposal

Date	Proposal #
12/26/2017	9603

Name / Address:

Waupun Police Department
Brian O'Donovan
16 East Main Street
Waupun, WI 53963

Project / Entered By	Terms	Rep
Infinias Card Access/AK	25% Down, N30 Progressing	GS

Item	Description	Qty	Cost	Total
	<p>"This proposal provided by Gappa Security Solutions is based upon a customized system design by our Electronics Specialist. Gappa Security Solutions' investment in highly qualified people prohibits us from sharing the details of the design, or any itemized "parts list" prior to receiving a purchase order. If a prospective customer wishes to pay a design fee to secure Gappa Security Solutions' expert system design and itemized parts, we will happily comply. Further, this fee can be applied as a credit to our final invoice should we be awarded the full project."</p> <p>TERMS: 25% Due Upon Receipt of Order, Net 30 Progressing Billing for Remainder.</p> <p>IMPORTANT NOTE: If you wish to move forward with this project, please let us know before sending a Purchase Order. A Purchase Order will not be accepted for this estimate until an installation technician does a final site assessment and makes any final adjustments necessary to the estimate.</p> <p>PROPOSAL APPROVED BY:</p> <p>_____</p> <p>signature</p> <p>_____</p> <p>date</p> <p>Sales Tax-Exempt</p>		0.00%	0.00

Call with any additional questions!

- *Quote is Good for 60 Days from Above Proposal Date*
- *All Quoted Prices Subject to Correction for Clerical Error*
- *Credit Card purchases will be assessed an additional 3% credit card fee*
- *For Warranty Information Please See Our Website*

Total	\$19,681.65
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Phone #	Fax #	E-mail	Web Site
920-324-2260	888-558-0458	orders@gappasecuritysolutions.com	www.gappasecuritysolutions.com

VEHICLE/EQUIPMENT PURCHASE JUSTIFICATION

DEPARTMENT: Public Works

Vehicle/Equipment Item Description	Estimated Cost of Item				
	2018	2019	2020	2021	2022
1. Rubber Tire Backhoe	\$94,000				
2. Street Sweeper	\$278,645				
3. Riding Lawnmower/Snowblower	\$54,303.80				
4. Dump Truck		\$100,500			
5. Dump Truck Attachments		\$90,000			
5.					

IF THIS IS A NEW ITEM, JUSTIFICATION REQUIRED:

PLEASE DESCRIBE THE NEED FOR THE NEW ITEM:

1. _____
2. Vac trailer will be needed for inlets and locating if we get a mechanical sweeper.
3. _____
4. _____
5. _____

IF THIS IS A REPLACEMENT, JUSTIFICATION REQUIRED:

WHAT IS THE CONDITION OF EQUIPMENT BEING REPLACED?

1. 26 years old. Parts are hard to find if you can find them. Has 9,700 hrs on it boom has bad cracks they have been welded but it is getting to be a safety issue.
2. 11 years old. Rusting out and in need or more replacement parts.
3. 11 years old. Engine was replaced the machine has 4000hrs and other things are wearing out.
4. 28 years old, replace single axel with tandem and attachments. Rusting out. 25% goes toward storm water.
5. _____

DOES THE MAINTENANCE RECORD SUPPORT THE REPLACEMENT FOR EACH ITEM ABOVE

(Please provide support):

YES _____ NO _____

PLEASE LIST EQUIPMENT ITEMS THAT WILL BE REPLACED BY THIS PURCHASE:

1. 104-93 – Rubber tire backhoe
2. 12-07 – Street Sweeper



Statement of Qualifications

Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP Project



January 2, 2018

Submitted to:

WAUPUN WISCONSIN
City of Sculpture



Submitted by:

GREMME
& ASSOCIATES, INC.
CONSULTING ENGINEERS



93 S. Pioneer Road
Suite 300
Fond du Lac, WI 54935
Phone (920) 924-5720
Fax (920) 924-5725

January 2, 2018

City of Waupun
201 E. Main St.
Waupun, WI 53963

Attention: Mr. Jeff Daane
Director of Public Works

Subject: Statement of Qualifications
Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP Project

Dear Mr. Daane:

Thank you for the opportunity to propose on the Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP project in the City of Waupun. We have enjoyed working in and with the City of Waupun on a recent previous project, Main Street (STH 49), and look forward to continuing to provide the quality, efficient, and personal service that you can expect when working with Gremmer & Associates, Inc.

Gremmer & Associates specializes in the design and construction management of urban and rural transportation facilities, including both the traditional and non-traditional WisDOT project delivery process. Over the past five years we have designed numerous projects under the TAP Grant/WisDOT process, including several recent trail projects following WisDOT's Sponsor's Guide to Non-Traditional Transportation Project Implementation.

We pride ourselves in providing excellent service to our clients. Our staff is easily accessible for meetings and always willing to listen to the client. Our goal is to do whatever it takes to get the project done right and keep the client satisfied.

We have prepared the following statement of qualifications according to your RFP outline. Based on our review and the request for proposals we have chosen a team of experienced staff members to design the project.

Thank you again for the opportunity to propose on the Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP project. If you have any questions regarding our proposal, please do not hesitate to call me at (920) 924-5720.

Sincerely,

Thomas Lanser, PE
President
Gremmer & Associates, Inc.

PROJECT APPROACH

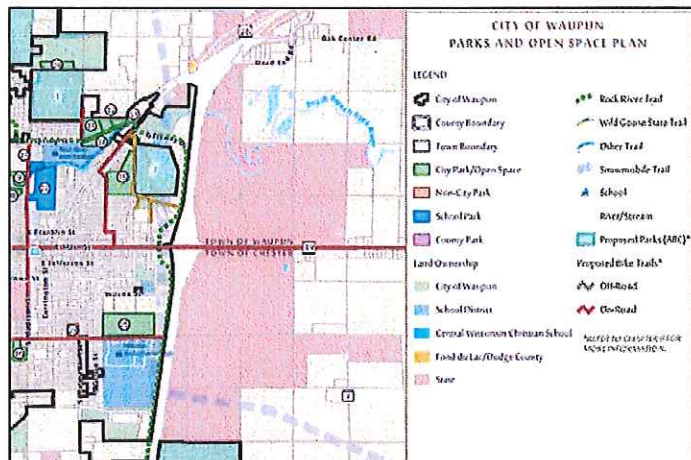
The proposed project consists of working with the City of Waupun to construct a bike path connecting the Rock River Intermediate School on Spring Street to the Waupun Area Junior/Senior High School on the corner of Lincoln St. and Shaler Drive. The first phase of the project would cover 1-2 miles between the two schools, with a potential second phase to address linkage to the Wild Goose State Trail, and a potential third phase to fulfill the City's interests in developing the southern connection from Shaler Drive to STH 26. The project is intended to make use of a TAP grant, so the project will need to be designed to WisDOT FDM standards and in accordance with WisDOT's Sponsor's Guide to Non-Traditional Projects. The project will be let by the City of Waupun and administered under the WisDOT process.

Gremmer & Associates has extensive expertise in designing municipal projects under WisDOT design oversight, which will allow us to draw on these past experiences in the design of the Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP project.

We're able to fulfill the design services scope as outlined in your RFP for the project. In addition to these requirements, we feel the following components of the project are the key to a successful project:

EXTENSIVE KNOWLEDGE OF WISDOT/LOCAL STANDARDS AND PROCESSES

After reviewing the project scope with local stakeholders and preparing the grant application, our approach assumes receipt of TAP grant funds and transitions to project design. One of our primary roles in the design of the project is to identify and evaluate a series of alternative trail alignments that satisfy the requirements of the Wisconsin Bicycle Facility Design Handbook, the AASHTO Guide for the Development of Bicycle Facilities, the WisDOT Facilities Design Manual (FDM), and the City of Waupun bicycle plan objectives, while minimizing the impacts to environmental features. We then would meet with the City of Waupun to discuss the alternatives and weigh the "pros and cons" of each alternative so that the City can make an informed decision concerning the selection of the preferred alignment for the project. At that point, we would proceed with preliminary and final design of the preferred alternative and coordinate with WisDOT to receive the necessary approvals to bid out and construct the project.



LOCAL PROJECT COORDINATION

Gremmer & Associates has extensive expertise in working with on local projects in the southern WisDOT Regions. We have been able to deliver successful project primarily due to the following reasons:

- An experienced staff with extensive knowledge of the WisDOT process. This results in well thought out and accurate reports/submittals that make the WisDOT reviews much easier and ultimately end up in quick review/approval timeframes.
- A high level of trust from WisDOT and DNR toward Gremmer & Associates work. This trust has been developed over many years of providing high quality plans and report submittals to these agencies and governmental units.



PROJECT TEAM

Gremmer & Associates, Inc. has determined the key personnel that will be assigned to complete the necessary design of the relocated Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP project. The following individuals have many years of experience on projects of similar size and scope in surrounding municipalities and counties. A detailed resume with relevant experience for key members is included at the end of this section.

Project Manager: Thomas Lanser, P.E.

Tom is a Project Manager and President of Gremmer & Associates, Inc. He manages the Fond du Lac office, and has 27 years of experience designing and managing urban and rural transportation facilities. Tom has been the Project Manager for over 100 transportation projects statewide, including numerous projects in the WisDOT Southwest Region. His recent similar projects includes the Ozaukee Interurban Trail projects in the City of Mequon and the City/Town of Port Washington in Ozaukee County, CTH VV in Fond du Lac (off-street multi-use trail adjacent to CTH VV), CTH T/USH 151 overpass in Fond du Lac County (connection of an off-street multi-use trail to the Prairie Trail), and STH 15 in Outagamie County (includes approximately 3000' of off-street multi-use trail adjacent to STH 15 and Julius Drive). Tom will be responsible for managing the project, client contact, and supervising Gremmer & Associates' staff.

Project Engineer: Jeff Chvosta, P.E.

Jeff is a Project Engineer with 14 years experience in designing urban and rural transportation facilities and municipal projects. His recent project experience includes the design of the Ozaukee Interurban Trail projects in the City of Mequon and the City/Town of Port Washington in Ozaukee County as well as the CTH T/USH 151 overpass in Fond du Lac County (connection of an off-street multi-use trail to the Prairie Trail). Jeff's expertise includes preliminary and final design, utility coordination, design reports, and preparation and delivery of construction documents. Jeff will serve as the Project Engineer for the project, and will be responsible for the preliminary and final path design/modeling, utility coordination, and preparation of construction documents for the project.

Drainage and DNR/Army Corps of Engineers Permitting: Andy Klemp, P.E.

Andy is a Water Resources Engineer with 20 years experience in drainage, storm sewer, stormwater management, and erosion control design for WisDOT and municipal projects. Andy is currently serving as the drainage, water resources, and permitting lead for the CTH C project in Dodge County. Andy also recently completed the storm sewer design for the STH 28/67 project in Mayville. Andy recently served as the lead stormwater and drainage engineer for the STH 15 expansion project in Outagamie County from New London to Greenville. Andy will be responsible for the drainage and erosion control design, and the DNR/ACOE coordination and permitting for the project.

Project Surveyor: Jay Panetti, R.L.S.

Jay is a registered Land Surveyor with 19 years of experience in surveying and preparing right-of-way plats for transportation projects. He is the Survey Coordinator for Gremmer's Fond du Lac Office, and is responsible for setting horizontal and vertical control, determining existing right-of-way, preparing right-of-way plats, and construction staking for all transportation projects out of the Fond du Lac office. Jay utilizes Trimble total station and GPS (model R8) survey equipment to complete his various survey and plat tasks. Jay will be responsible for the design survey and any r/w or easement needs for the project.



Thomas Lanser, PE Project Manager

EDUCATION

BS Civil Engineering
UW-Madison

REGISTRATION

Professional Engineer
State of Wisconsin

PROFESSIONAL SOCIETIES

American Council of
Engineering Companies
(ACEC) of Wisconsin

PREVIOUS EMPLOYMENT

City of Port
Washington
Engineering Dept.

YEARS WITH GREMMER

27 years

EXPERIENCE

Mr. Lanser is a project manager and President of Gremmer & Associates, Inc. He also manages the Gremmer & Associates' Fond du Lac office. His expertise is in project management of urban and rural transportation and municipal projects.

RECENT PROJECTS

Ozaukee Interurban Trail Projects • Ozaukee County

Project Manager for 0.74 miles of an off-street pedestrian/bicycle trail along Highway LL, Highland Lane, and Highland Drive, in the Town of Port Washington, and the 2000' relocation of a pedestrian/bicycle trail in the City of Mequon in Ozaukee County. The projects are funded through the Transportation Enhancement (TE) program and the Bicycle & Pedestrian Facilities Program (BFPF). Both projects included topographic survey, DNR coordination/permitting, utility coordination, an environmental document, preliminary and final trail design, assistance/coordination with the municipality/County concerning filling out the Sponsor's forms, and preparation of PS&E documents. Project responsibilities include supervising Gremmer staff, managing project specific tasks and schedule with the other members of the project team and the WisDOT staff, client relations, public involvement, and providing quality control on the project.

CTH VV / Pioneer Road • Fond du Lac County

Project Manager for the reconstruction of 0.65 miles of CTH VV (Pioneer Road) in the City of Fond du Lac. The project includes the replacement of an existing at-grade crossing with the CN Railroad with a new 106' long, 2-span, steel plate girder structure carrying the CN Railroad over Pioneer Road. The new RR structure will be constructed on an offset alignment 24' west of the existing RR tracks. The proposed roadway typical section consists of replacing the 2-lane rural roadway with a 4-lane urban divided roadway. Roundabout controlled intersections will be constructed at the Pioneer Road/Hickory Street and Pioneer Road/Morris Street intersections. The project also includes replacement of a stream crossing structure over the Fond du Lac River and a 10' shared use path adjacent to the project. Project responsibilities include supervising Gremmer staff, managing project specific tasks and schedule with the other members of the project team and the WisDOT staff, client relations, public involvement, and providing quality control on the project.

USH 41 • Winnebago County

Project Manager for Gremmer & Associates portion of the USH 41 expansion project in Winnebago County. The project consists of the expansion of USH 41 from a 4-lane facility to a 6-lane facility from Witzel Avenue to Fountain Avenue in Oshkosh, Winnebago County, including the replacement of two interchanges and the expansion of the bridges/causeways over Lake Butte des Morts. Gremmer's portion of the work includes survey, right-of-way plat preparation, and drainage design for the entire project, as well as preliminary and final design for a network of local roads affected by the project. The project includes the construction of 8 roundabouts, including 2 on the local road network that are being designed by Gremmer & Associates. Project responsibilities include supervising Gremmer staff, managing project specific tasks and schedule with the other members of the project team and the WisDOT staff, client relations, public involvement, and providing quality control on the project.



Jeffrey Chvosta, PE Project Engineer

EDUCATION

BS Civil Engineering
UW-Milwaukee

REGISTRATION

Professional Engineer
State of Wisconsin

YEARS WITH GREMMER

14 years

EXPERIENCE

Mr. Chvosta is a Project Engineer for transportation and municipal projects, with expertise in design under the WisDOT design process. Jeff's expertise includes preliminary and final roadway design, intersection geometrics, utility coordination, design reports, and preparation and delivery of PS&E documents.

RECENT PROJECTS

Ozaukee Interurban Trail Projects • Ozaukee County

Project Engineer for 0.74 miles of an off-street pedestrian/bicycle trail along Highway LL, Highland Lane, and Highland Drive, in the Town of Port Washington, and the 2000' relocation of a pedestrian/bicycle trail in the City of Mequon in Ozaukee County. The projects are funded through the Transportation Enhancement (TE) program and the Bicycle & Pedestrian Facilities Program (BFPF). Both projects included topographic survey, DNR coordination/permitting, utility coordination, an environmental document, preliminary and final trail design, assistance/coordination with the municipality/County concerning filling out the Sponsor's forms, and preparation of PS&E documents. Project responsibilities include preliminary and final roadway and drainage design, plan preparation, utility coordination, and preparation of plans and specs.

CTH V Interchange/CTH T Overpass • Fond du Lac County

Project Engineer for the creation of a grade separated crossing at the intersection of USH 151 and CTH T and the realignment of the Prairie Trail adjacent to USH 151. Project responsibilities include evaluating alternative layouts and final design for the relocation of the Prairie Trail as part of the scope of the project. The multi-use trail was constructed during the initial USH 151 bypass project and has become a heavily used recreational feature within Fond du Lac County.

USH 45 • Winnebago County

Project Engineer for the design of the USH 45 freeway conversion project in Winnebago County. This project spanned roughly 4.6 miles along USH 45 from CTH G to CTH II in Winnebago County, and will convert the current four-lane expressway into a four-lane freeway. The project includes the design of approximately 8.5 miles of new frontage roads and 1.5 miles of reconstructed town roads, three new grade separation structures, and two river crossing structures. The project included enhanced erosion control design due to multiple environmentally sensitive areas within the project corridor.

STH 114 • Winnebago County

Project Engineer for the reconstruction of 0.77 miles of Third Street (STH 114) in the City of Menasha, Winnebago County. Project responsibilities include preliminary and final design of a 4-lane urban roadway with storm sewer, extensive utility coordination, and preparation and delivery of the PS&E package. The project extended through a residential and commercial area, and included coordination with the locals and SHS due to an adjacent church and school.



FIRM QUALIFICATIONS

HISTORY

Gremmer & Associates was founded in 1977 by Tim Gremmer, the former Stevens Point City Engineer. Initially, our firm provided land surveying, recreational and site development services. As the firm grew we expanded into the design and construction inspection of urban and rural transportation facilities, sanitary sewer and water main, and storm water management. In 1995 we added a Fond du Lac office to expand our services to clients in southeast Wisconsin. A multi-party ownership was created in 2001, which ensured continued success from the vested interest of the partners. Currently we have a total staff of 35, including 12 Professional Engineers and 3 Registered Land Surveyors. About 95 percent of our clients are governmental, and include the Wisconsin Department of Transportation (WisDOT), and many counties and local municipalities throughout Wisconsin.

PHILOSOPHY OF SERVICE

When developing a plan, we feel that the primary responsibility of the Consultant is to act as a partner with the City on design issues, schedule, budget, etc., to determine which alternative is in the best interest of the community, yet satisfies the long-term user needs.

The services of Gremmer & Associates, Inc. are extremely client driven. Our company philosophy is based on two core principles; provide a quality product and provide excellent service to the client. These principles are achieved by doing the following:

- **Concentrate on a few engineering disciplines**

We are not a large firm and do not try to do all things. We have high technical expertise in specialized areas while understanding the relationships between different engineering specialties. Gremmer & Associates concentrates on transportation and municipal engineering, and site/development design, including stormwater management. We consider ourselves leaders in these areas.

- **Be accessible and easy to work with**

Timely and open discussions allow client input and keep the project on schedule. As a smaller firm we do not have to work through a confusing bureaucracy. Waupun will be dealing directly with the owners of Gremmer & Associates. As owners we understand the importance of a strong client relationship and will do what it takes to deliver a successful project.



FIRM QUALIFICATIONS

FIRM EXPERTISE AND RECENT EXPERIENCE RELATING TO BIKE/PEDESTRIAN FACILITIES

Gremmer & Associates has designed numerous multi-use trail projects over the past 5 years, including the following two current trail projects that were designed under the WisDOT Sponsor's Guide to Non-Traditional Transportation Project Implementation.

Ozaukee Interurban Trail relocation – City of Mequon:

This project consisted of a relocation of a 2,000' long portion of the Ozaukee Interurban Trail in the City of Mequon in Ozaukee County. The project was funded through the Bicycle & Pedestrian Facilities Program (BPPF). The existing trail had substandard horizontal and vertical alignments, which limited the decision sight distance along the trail. In addition, there was a conflict point that existed where the trail crosses the WE Energies substation driveway, which added to the unsafe condition of the trail in this area. The proposed project consisted of relocation of approximately 2000' of the Ozaukee Interurban Trail to address the substandard horizontal and vertical alignments, and remove the conflict point with the WE Energies substation driveway. This project was constructed via a local let process.

Ozaukee Interurban Trail relocation – Ozaukee County Planning and Parks Department:

This project consisted of constructing 0.74 miles of an off-street pedestrian/bicycle trail along Highway LL, Highland Lane, and Highland Drive, in the Town of Port Washington, Ozaukee County. The project was funded through the Transportation Enhancement (TE) program. The project provided connectivity between the existing off-street Ozaukee Interurban Trail on either side of the Interstate 43 corridor in this area. The project was constructed by Ozaukee County Highway Department forces under a local force account (LFA) contract.

Both projects included topographic survey, DNR coordination/permitting, utility coordination, an environmental document, preliminary and final trail design, assistance/coordination with the municipality/County concerning filling out the Sponsor's forms, and preparation of PS&E documents. In addition, the Ozaukee County trail project included the preparation of a right-of-way plat and real estate acquisition. All of these items are similar to those that may be required for your project.

When designing trail projects, quite often there isn't just one "correct" trail alignment and profile. Because of this, we feel the role of the primary designer when designing trail projects is to identify and evaluate a series of alternative trail alignments that satisfy the requirements of the Wisconsin Bicycle Facility Design Handbook, the AASHTO Guide for the Development of Bicycle Facilities, the WisDOT Facilities Design Manual (FDM), and the City of Menasha bicycle plan objectives, while minimizing cost and impacts to environmental features. Many times, this results in several acceptable alternative alignments. If this is the case, we then would meet with the City of Waupun to discuss the alternatives and weigh the "pros and cons" of each alternative so that the City can make an informed decision concerning the selection of the preferred alignment for the project. At that point, we would proceed with preliminary and final design of the preferred alternative and coordinate with WisDOT to receive the necessary approvals to bid out and construct the project following the WisDOT Sponsor's Guide to Non-Traditional Transportation Project Implementation.

Our experience on previous traditional and non-traditional WisDOT projects has given us extensive knowledge on the preparation of all required documentation for the project, including, but not limited to, design study reports (DSR), exception to standards (ESR), environmental reports, utility/railroad/agency coordination, archeological/historical review, and plan preparation in accordance with WisDOT standard specifications.



FIRM QUALIFICATIONS

OTHER MULTI-USE TRAIL DESIGN EXPERIENCE

One of the largest multi-use trail designs we have completed is the Tomorrow River State Trail in Portage and Waupaca Counties. The project included designing an 18-mile long crushed limestone multi-use trail along an abandoned railroad grade. The project was designed following the WisDOT Sponsor's Guide to Non-Traditional Transportation Project Implementation, was let locally, and included a programmatic Environmental Document, DSR, and abbreviated PS&E submittal to WisDOT. The trail is open to bicyclists, pedestrians, horseback riders and snowmobilers. The trail serves as an extension of the Stevens Point Green Circle Trail and is a vital recreational link for the area. We provided agency coordination, environmental documentation, public involvement, preliminary and final design, and bidding and construction phase services for this project.

Besides the Ozaukee Interurban Trail that we are recently designed for Ozaukee County, and the Tomorrow River State Trail in Portage and Waupaca Counties that we discussed above, we have designed several other path projects over the last 5 years either as stand-alone project or as part of a larger roadway project. Some of the more recent projects include CTH VV in the City Fond du Lac, USH 151 in Fond du Lac County and WIS 15 in Outagamie County. All of the previous multi-use trail design projects required coordination with the local agencies to coordinate connection points to existing trails/origins/destinations, preference of typical section and future extensions. Several of these projects are highlighted in more detail in the "relevant project experience" section of this proposal.

CONSULTANT PERFORMANCE EVALUATIONS

Gremmer & Associate's specialized technical expertise, coupled with strong client relations and project management skills, results in a high quality product. Quite often, these qualities are reflected in the Consultant Performance Evaluation Reports that are completed by WisDOT for each project. In order to demonstrate Gremmer & Associates' specific knowledge, expertise and project management experience related to WisDOT oversight projects, we have provided the following excerpts from the Consultant Performance Evaluation Reports from several projects. Copies of the full Consultant Performance Evaluation Reports can be provided upon request.

"Project Management" Section

Project ID 4822-06-00; North Spring Street

"Tom Lanser and his team did an outstanding job leading the project, listening to the City's inputs, and designing the improvements accordingly."

– Rob Vanden Noven, Port Washington City Engineer

"Human Relations" Section

Project ID 2697-05-00; Wasaukee Road; City of Mequon

"Project Manager exhibited excellent human relation skills despite some unreasonable stakeholders."

– WisDOT SE Region LPMC

"In dealing with a particularly obstinate property owner, the consultant went above and beyond to provide answers and support. The consultant was very cooperative and courteous."

– Mequon City Engineer



FIRM QUALIFICATIONS

"Engineering Skills/Quality of Work" Section

Project ID 1410-63-00: CTH I; Ozaukee County

"Final PS&E plan preparation showed exceptional attention to detail"
– WisDOT SE Region LPMC

Project ID 2697-05-00; Wasaukee Road; City of Mequon

"Quality of work from this firm is always above average"
– WisDOT SE Region LPMC

"Strengths/Weaknesses of the Firm" Section

Project ID 2697-05-00; Wasaukee Road; City of Mequon

"The principal strengths of this consultant are engineering skills and human relations. The design work reflected sound engineering judgment and a common sense approach. Communications, response time, flexibility, coordination, and people skills are all excellent."
– Mequon City Engineer

"No suggestions for improvement necessary. Mr. Lanser and his staff are a pleasure to work with."
– WisDOT SE Region LPMC

Project ID 1410-63-00: CTH I; Ozaukee County

"The greatest strength I recognize is the ability to communicate. More than anything else, that was the key to success in this project. I would highly recommend Gremmer & Associates for complex environmental/funding projects such as this one."
– Bob Dreblow, Ozaukee County Highway Commissioner

QUALITY ASSURANCE / QUALITY CONTROL (QA/QC)

Gremmer & Associates doesn't have a dedicated marketer on staff; therefore, it is imperative that we deliver a quality product on every project. This is the core component on how we get new work...provide a quality product with excellent service to the client, which generates repeat work. We adhere to the following design QA/QC program in our company.

Quality Assurance (QA)

Quality Assurance relates to the processes in place to ensure quality on a project (focused on the process in place to create the deliverable). Gremmer's QA plan consists of a series of checklists and procedures on the process to design a project and is based on a thorough knowledge of the FDM, the WisDOT design process, and many years experience in designing and inspecting transportation projects. Quality Assurance is really a project management tool. It's used to set and monitor realistic schedules and minimize rework in design.

Quality Control (QC)

Quality Control is a verification process ensuring that deliverables are correct (focused on the deliverable itself). Gremmer's QC plan consists of peer reviews at 30%, 60%, and 90% milestones. The peer reviews are conducted by separate design and construction project managers, with an eye on trying to identify potential problems and correct them.

Our QA/QC program ensures a quality project that is both "biddable" and "constructible".



FIRM QUALIFICATIONS

AGENCY AND UTILITY COORDINATION

Agency and utility coordination is a critical part of any transportation project, as it will be for the Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP project. The key to a successful project for agency and utility coordination includes early notification to give the agency/utility a "heads up" on the upcoming project, and involving the agencies early on in the design process to solicit general comments about the proposed project.

Utility Coordination

One characteristic of our company that sets us apart from others is our tenacity in working with utilities to get an accurate utility work plan and schedule. Simply put, many utilities do not want to put in the time and effort early in the design process to look at their potential relocations and associated work plan and schedule. As a result, we essentially "babysit" the utilities throughout the design process to make sure they deliver the most accurate work plan and schedule, because we know it is one of the most significant items that can affect the success of the construction project. We will work extensively with the utility companies within the project area to determine the best location for any necessary utility relocations, potential easement descriptions, as well as determining what work is compensable vs. non-compensable.

DNR and US Army Corps of Engineers Coordination

We have developed a strong working relationship with the DNR and Army Corps of Engineers throughout the Fox Valley area and statewide. We have worked with Jennifer Huffman and Jon Brand from the DNR on the Manitowoc Road Stormwater Pond, and Susan Larson, Sarah Adkins, and Crystal von Holdt from the DNR on several private and municipal projects in Winnebago and Calumet Counties. On all of our recent projects in the Fox Valley we coordinated with Ann Nye from the US Army Corps of Engineers. All of these projects included permit applications/approvals for a locally funded project (not under the WisDOT/DNR cooperative agreement). These relationships will be a valuable asset when permitting for the Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP project.

Examples of a few other comments we've received from DNR are as follows:

Project ID 4110-24-60; USH 45; Fond du Lac County, Comment by Bobby Jo Fischer, DNR

"Tom, your write up for the WQC (water quality certification) is great! Could be used as an example!"

CTH O; Dodge County, Comment by Susan Kenney, DNR

"I just wanted to say that I thought the erosion control plans were one of the best examples I've seen for a road construction project."

Project ID 2696-00-72; CTH O; Ozaukee County, Comment by Joanne Kline, DNR

"Please know that your plan sets really are among the best we get."



PAST WORK EXPERIENCE WITH CITY

GREMMER EXPERIENCE IN WAUPUN

While Gremmer & Associates, Inc. has limited design experience directly with the City of Waupun, we have significant recent construction experience with both the City of Waupun and Waupun Utilities that can help us provide a very high level of service.

In 2016, WisDOT contracted with Gremmer & Associates to administer the STH 49 (Main St.) reconstruction project in the City of Waupun. The project, which covered 1.22 miles, from State Street to the west City limits was a highly complex project that cost approximately \$6.7 million to construct. Due to its size and location, the reconstruction of Main Street in 2016 affected the entire City.

The portions of Main Street that were reconstructed are classified as a "connecting highway" with WisDOT, which means that while the roadway is technically named as a state trunk highway, maintenance occurs at the local level. This resulted in a high level of input and coordination between Gremmer staff and both City of Waupun staff and Waupun Utilities staff throughout 2016. This close coordination has given Gremmer & Associates a real understanding of the expectations of the City of Waupun and Waupun Utilities as well as a good working relationship, which we believe will translate into successful future projects.

In addition, multiple Gremmer & Associates employees are from Waupun and still maintain their home in and around the City. This gives Gremmer a unique understanding of the City from the perspective of a local stakeholder, which can translate into development of a design that truly meets the needs of those it serves.



RELEVANT PROJECT EXPERIENCE

Project ID 4831-04-00
CTH VV, West Pioneer Rd (Hickory St. – Main St.)
City of Fond du Lac, Fond du Lac County

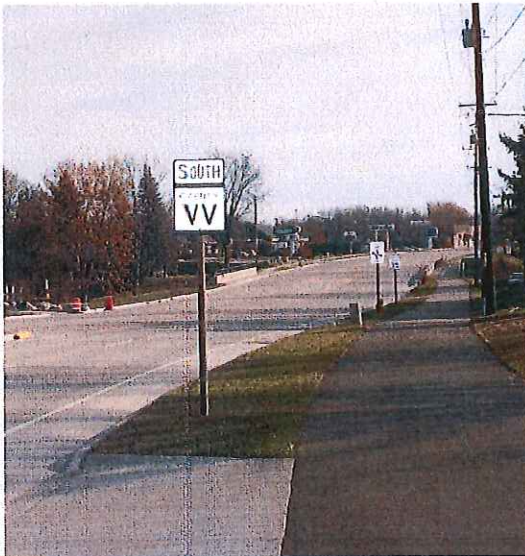
Owner: Fond du Lac County
Project Manager: Tom Lanser, PE
Project Engineer: Ben Oitzinger, PE
Contact Person: Tom Janke, PE
Fond du Lac Highway Commissioner
(920) 929-3488



Description

The proposed project consisted of preliminary and final design of a 0.65 mile section of CTH VV (West Pioneer Road) in the City of Fond du Lac, Fond du Lac County. The proposed project consists of reconstructing the rural 2-lane roadway to an urban, 4-lane roadway with a median, railroad overpass structure, concrete girder structure over the East Branch of the Fond du Lac River and roundabout controlled intersections. The project also included both on-street bicycle accommodations as well as the design of a separate off-street multi-use trail extending along CTH VV (Pioneer Road) from the west project limits to the intersection with Main Street, which ultimately provided connectivity between the Wild Goose State Trail to the west of the project and the Prairie Trail to the east of the project. The project was reviewed and administered by the WisDOT NE Region Local Program Management Consultant, and constructed from 2011 to 2013.

As a result of the successful completion of the previous CTH VV project, Gremmer & Associates was selected to complete the design of the adjacent segment of CTH VV to the northwest from Rogersville Road to Hickory Street in Fond du Lac. This project also involved reconstructing the rural 4-lane roadway to an urban, 4-lane roadway with a raised median with storm sewer, and also included on-street bike lanes and an off-street multi-use trail. This project was constructed in 2017.



RELEVANT PROJECT EXPERIENCE

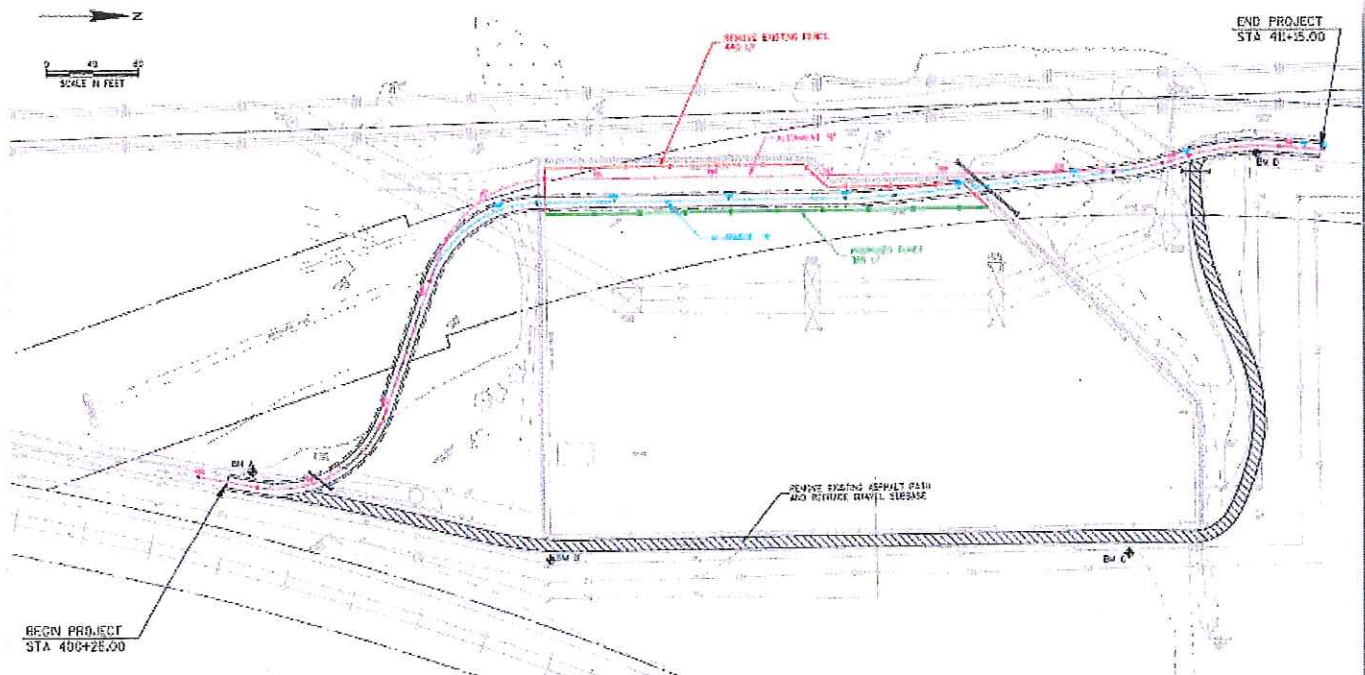
Project ID 2984-34-06 Ozaukee Interurban Trail Relocation City of Mequon, Ozaukee County

Owner: Ozaukee County Parks Dept.
Project Manager: Tom Lanser, PE
Project Engineer: Jeff Chvosta, PE
Contact Person: Andrew Struck
Ozaukee County Parks Director
(262) 284-8257



Description

The purpose of the project was to relocate a segment of the Ozaukee Interurban Trail near the WE Energies Substation due to substandard horizontal and vertical alignments, which limited the decision sight distance along the trail. In addition, there was a conflict point that existed where the trail crossed the WE Energies substation driveway. Engineers had to draw upon a thorough knowledge of bicycle design handbooks to accommodate the complexities of the horizontal and vertical alignments of the relocation. The project consisted of relocation of approximately 2000' of the Ozaukee Interurban Trail from the north and east side of the We Energies Substation to the west and south side of the substation. **The project was a WisDOT TAP funded project, therefore followed the WisDOT Sponsor's Guide to Non-Traditional Project Implementation.** The project was constructed in 2014 via a local let process.



RELEVANT PROJECT EXPERIENCE

Project ID 4822-05-01

Ozaukee Interurban Trail

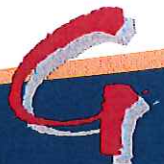
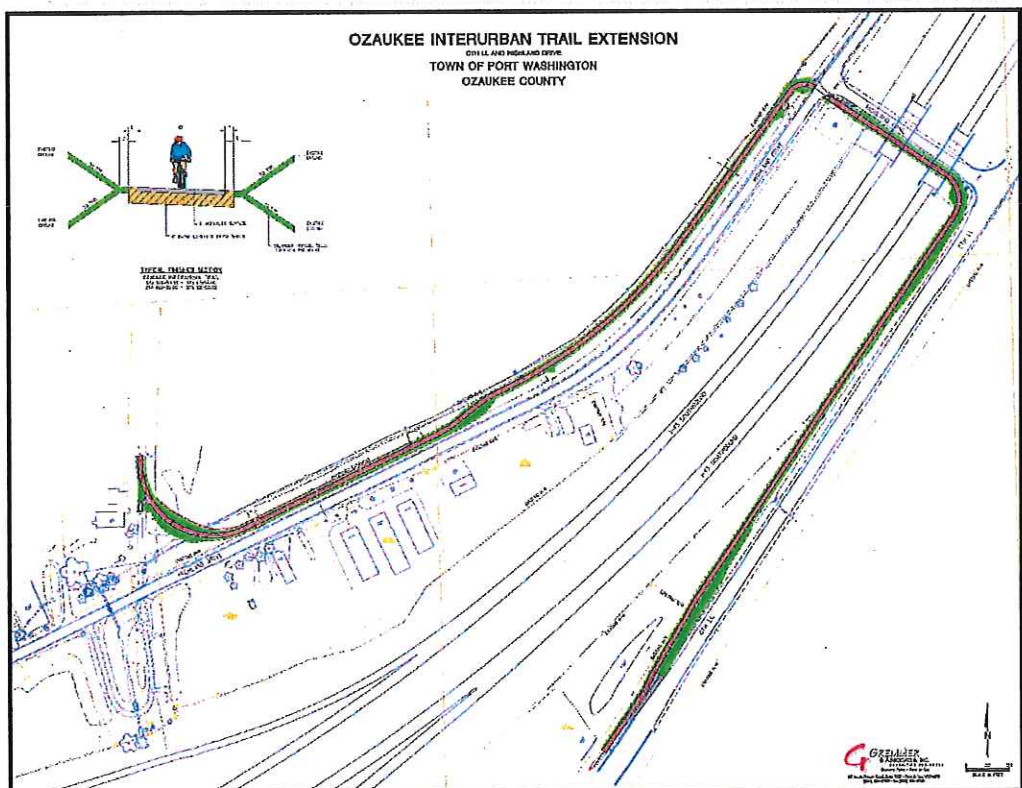
City/Town of Port Washington, Ozaukee County

Owner: Ozaukee County Parks Department
Project Manager: Tom Lanser, PE
Project Engineer: Jeff Chvosta, PE
Contact Person: Andrew Struck
Ozaukee County Parks Director
(262) 284-8257



Description

The scope of the project consisted of the design of an off-road extension/relocation of the Ozaukee Interurban Trail along CTH LL and Highland Drive in the City and Town of Port Washington, Ozaukee County. The proposed project provided connectivity between the existing off-street Ozaukee Interurban Trail on either side of the Interstate 43 corridor in this area. The total length of the trail extension was approximately 3,800 feet. **This project was funded with WisDOT Transportation Enhancement (TE) funds, therefore followed the WisDOT Sponsor's Guide to Non-Traditional Project Implementation.** The project was constructed with Ozaukee County Highway Department forces under a WisDOT Local Force Account (LFA) contract in 2014.



RELEVANT PROJECT EXPERIENCE

Project ID 6430-06-00

WIS 15

Outagamie County

Owner: Wisconsin Department of Transportation
Project Manager: Tom Lanser, PE
Project Engineer: Ben Oitzinger, PE
Contact Person: Bill Bertrand, PE
WisDOT NE Region
(920) 967-5102



Description

The proposed project consists of preliminary design of a 10.60 mile widening of WIS 15 to a four lane divided rural expressway and bypass of the Village of Hortonville located in Outagamie County. The East Central Wisconsin Regional Planning Commission, the Town of Greenville, and Outagamie County have requested a multi-use trail linking Hortonville to Greenville within the WIS 15 right-of-way. The Outagamie County Comprehensive Plan, Outagamie County Greenway Plan and the Greenville Comprehensive Plan include recommendations of at least one trail connection, and both the Hortonville and Greenville Comprehensive Plans include maps indicating a "proposed trail" adjacent to the south side of WIS 15. The proposed design will include a 10-foot wide trail with 2-foot gravel shoulders for a length of 2.39 miles.



REFERENCES

Mr. Brian Field

Highway Commissioner
Dodge County Highway Department
211 E. Center Street
Juneau, WI 53039-1309
(920) 386-3653

Mr. Pete Thompson

Assistant Highway Commissioner
Dodge County Highway Department
211 E. Center Street
Juneau, WI 53039-1309
(920) 386-3655

Mr. Paul DeVries

City Engineer
160 South Macy Street
Fond du Lac, WI 54935
(920) 322-3473

Mr. Jordan Skiff

Director of Public Works
City of Fond du Lac
PO Box 150
Fond du Lac, WI 54935
(920) 322-3470

Mr. John Edgren

Highway Commissioner
Ozaukee County Highway Dept.
410 South Spring Street
Port Washington, WI 53074
(262) 284-8331

Mr. Andrew Struck

Director of Planning & Parks
Ozaukee County
121 West Main Street
Port Washington, WI 53074
(262) 284-8275

Mr. Tom Janke

Highway Commissioner
Fond du Lac County Highway Dept.
301 Dixie Street
Fond du Lac, WI 54936
(920) 929-3488

Mr. Brian Kober

Director of Public Works
Village of Jackson
N168 W20733 Main Street
P.O. Box 637
Jackson, WI 53037
(262) 677-9001

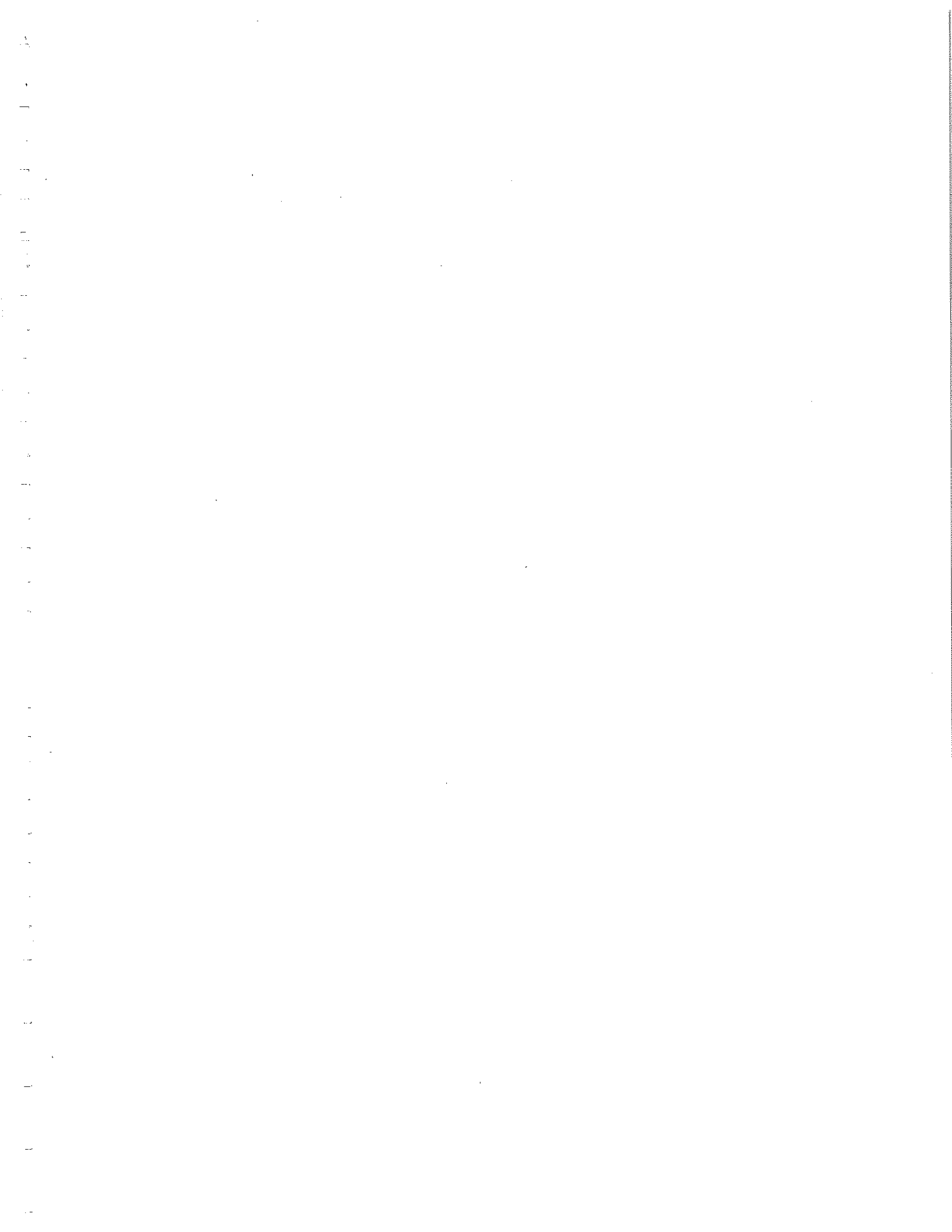
Mr. Rob Vanden Noven

Director of Public Works
City of Port Washington
100 West Grand Avenue
Port Washington, WI 53704
(262) 268-4267

Ms. Kristen Lundeen

DPW/City Engineer
City of Mequon
11333 North Cedarburg Road 60W
Mequon, WI 53092-1930
(262) 236-2938





**Consultant Services for
Gateway Drive & Shaler Drive
Pedestrian Improvements
TAP Project**

**Statement of Qualifications for
City of Waupun**

January 2, 2018



Samantha Herheim, PE

sherheim@klengineering.com

608.663.1218 phone | 608.663.1226 fax

5400 King James Way | Suite 200 | Madison, WI 53719

Letter of Transmittal

January 2, 2018



Jeff Daane
Director of Public Works
City of Waupun
201 E. Main Street
Waupun, WI 53963

Reference: Statement of Qualifications for
Gateway Drive & Shaler Drive Pedestrian Improvements TAP Project
City of Waupun, Dodge & Fond du Lac Counties, Wisconsin

Dear Mr. Daane and members of the selection committee:

We are excited about the opportunity to provide consultant services to the City of Waupun, to assist with applying for funding for the design and construction of a bike and pedestrian path providing Waupun residents and visitors access to schools, businesses, and neighboring multi-modal facilities. **Our strong communication and collaboration skills, Transportation Alternatives Program (TAP) expertise, and extensive design and construction knowledge will help deliver your project successfully.**

KL Engineering has assisted the City of Waupun on past projects. In 2015, we were the Local Program Management Consultant overseeing real estate acquisition for WisDOT on the STH 49 (Main Street) project from State Street to County Park Road. We also completed the survey of the USH 151 and STH 49 interchange design project for WisDOT, with construction scheduled for 2022. **Our staff will prioritize your project and devote our full attention and resources to meet your critical milestones.**

Samantha Herheim will lead the Gateway Drive and Shaler Drive project. **She has over 10 years of experience navigating TAP and Safe Route to School projects and is highly skilled at understanding federal funding requirements and the intricacy of a successful TAP application.** On a recent multi-use path project, we received this feedback about our guidance:

"We were grateful to have the KL Engineering Local Program Management Consultant team on our Glacial Drumlin Trail project. They uncovered an alternative route solution for a problematic section of trail that has not been realized in over ten years of prior planning efforts. Their creative planning assistance, combined with years of federally funded project experience, gave us confidence the trail will be delivered in a timely and cost effective manner."

~ Chris James | Senior Landscape Architect | Dane County Parks Division

We understand that infrastructure improvements are a major investment for communities, municipalities, and public entities – and that they are often held to a higher standard because of the capital investment required. **Our ultimate goal is to provide a functional facility that instills a sense of pride in all who use it.** Let our extensive experience translate into a successful project for the City of Waupun.

Sincerely,

KL Engineering, Inc.

A handwritten signature in black ink that reads 'Aaron Steger'.

Aaron Steger, PE | Vice President | asteger@klengineering.com | 608.663.1218



Statement of Qualifications to Provide Design Services for

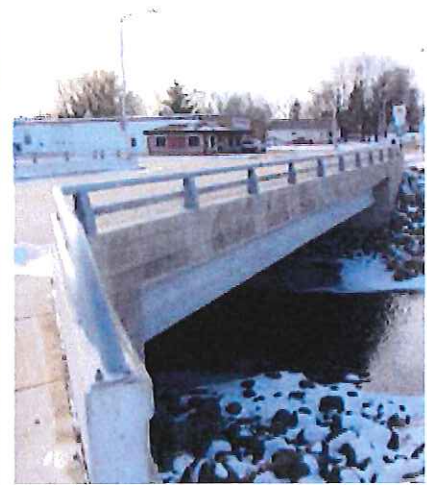
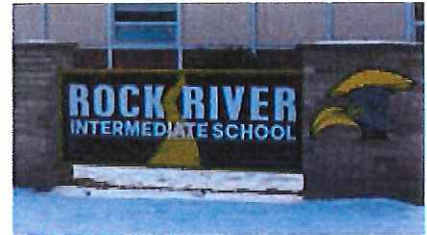
Gateway Drive & Shaler Drive Pedestrian Improvements TAP Project

City of Waupun

Dodge & Fond du Lac Counties, Wisconsin

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Firm Overview

KL Engineering, Inc.

KL Engineering is a woman-owned business, providing professional services built around a core specialization in transportation engineering and an unwavering customer service ethic. Since 1991, we have grown to a team of over 60 employees in 3 areas of Wisconsin – Madison, Green Bay, and Menomonie. Our 40+ Civil Engineers specialize in transportation engineering, having designed numerous facilities both large and small throughout the state. We have 2 Environmental Specialists, 2 Professional Land Surveyors, 10 Engineering Technicians, and 8 Administrative staff rounding out our team.



Our firm is a certified Woman-owned **Disadvantaged Business Enterprise** (WDBE) with the Wisconsin Department of Transportation, Dane County, City of Madison, and Milwaukee County. KL Engineering is also a certified Woman-Owned Business Enterprise (WOBE) with the Wisconsin Department of Commerce.

While we serve municipal, private, and government clients, the Wisconsin Department of Transportation (WisDOT) has been our major client over the past 25+ years. They have complimented our work by nominating 11 of our projects as WisDOT Excellence in Highway Design Award finalists and selected them as winners 4 times. In February 2016, KL Engineering was inducted into the **WisDOT DBE Hall of Fame**, stating that we “are a credit to the DBE program and the state of Wisconsin.”



Our team is equipped to handle projects of any size – from MEGA projects like the I-39/90 Central Segment Reconstruction to smaller scale Local Program projects. **Through our 20+ years of Local Program experience, we have delivered over 75 TAP funded projects.** We also have extensive experience in roadway design; transportation planning; traffic studies; structural design; survey; environmental documentation and coordination; construction administration, oversight, and inspection; and public involvement.

Focusing on a single discipline enables our staff to be leaders in the transportation field. We pass this expertise on to each of our clients, providing them efficiency and accuracy. We take great pride in offering the City of Waupun our qualified team of professionals to help improve your bike and pedestrian transportation network.

KL Engineering and the City of Waupun

KL Engineering has direct work experience with the City of Waupun and is located only an hour away. In 2015, we coordinated directly with Richard Flynn on the real estate acquisition phase of the WisDOT STH 49 (Main Street) reconstruction project within the City of Waupun. In 2015 and 2016, we completed the field survey for WisDOT on their USH 151 and STH 49 interchange improvement project within the City of Waupun limits. KL Engineering also has vast experience working with similar size municipalities on similar type projects as a Local Program Management Consultant for WisDOT.



Maintaining excellent communication, being flexible and responsive, and delivering a quality product on schedule and within budget are trademarks of our organization and how we provide our clients **[A] Better Experience.**

Project Approach

KL Engineering offers expertise in TAP application, design, and construction of a bike and pedestrian path for the City of Waupun that will:

- Provide a safe route to school option for bicyclists and pedestrians
- Promote non-vehicular travel for city residents
- Support future tourism to the City of Waupun's vast array of parks, sculpture displays, and other points of interest
- Complement new developments in the City and future expansion phases of the Rock River Trail and connections to the Wild Goose State Trail



KL Engineering will bring three key attributes to this project:

- **Strong Communication & Collaboration Skills**
- **TAP Expertise**
- **Extensive Design & Construction Knowledge**

KL Engineering's project approach will incorporate these key attributes that will be essential for delivering the three effective phases of this project:

- **Application Assistance**
- **Design & Bidding**
- **Construction**

Application Assistance Phase

One of the critical elements of a successful TAP project application is the development of a route that meets the needs of the community, is convenient for users, minimizes impacts, and is cost effective. The City of Waupun has selected a preliminary corridor for this project that has:

- **Logical Termini:** The proposed route between the Waupun Area Junior/Senior High and Rock River Intermediate School provides convenient access to several large residential areas in the city. The proposed route also travels through a commercial area. This project has the ability to attract a large number of users from the residential areas surrounding the schools to a portion of the city that has businesses, destinations, and attractions that are desirable for people to bike or walk to.
- **Great Location:** Not only does the proposed corridor provide a convenient route between the two schools, it is also located such that it can provide eventual connectivity to the existing unpaved trail south of the high school, future connection to the McCune Park development, and future connections to the Wild Goose State Trail.
- **Efficient Use of Existing Public Right-of-Way:** Based on the conceptual corridor, it is possible that much of the path system could be located within existing local and state-owned property. This results in less overall impacts to individual residents and reduced project costs.

The previous three elements will provide a strong foundation for the Project Application phase of this project. KL Engineering will use our TAP expertise to build on this foundation. **Our thorough knowledge of the application process and understanding of what WisDOT is looking for in a successful project** includes addressing these critical application components:

- **Plan for Real Estate:** Recent state legislation has prohibited communities from using condemnation for recreational trails, bicycle ways, or pedestrian ways. The alignment of the path along Gateway Drive and Shaler Drive will be evaluated. Options include keeping the path within roadway right-of-way, working with WisDOT to place the path within USH 151 right-of-way, narrowing the street width to provide space for the path, or possibly a combination of all three.
- **Evaluation of Potential Environmental / Cultural Impacts:** Wetland and Section 4(f) impacts are two of the issues that will require further consideration in the Project Application.
- **Accurate Cost Estimate:** WisDOT limits funding at the amount requested in the Project Application, so it is critical to have a precise cost estimate that accounts for all of the requirements that go into the design and construction inspection of a TAP project. This includes all of the documentation requirements of the Sponsor's Guide to Non-Traditional Transportation Project Implementation (Sponsor's Guide), which outlines WisDOT requirements for TAP project execution.

The Project Application will also need to discuss any potential challenges the project may face. These challenges will need detailed resolution during the design phase of the project, but the application needs to reflect what these challenges are and how they may be addressed. KL Engineering has identified the following project features where further evaluation may be required:

- **Path Alignment:** Evaluate alternatives for the path location within the corridor to minimize impacts to private property and existing utility facilities, and to ensure conformance with design criteria as included in the WisDOT FDM and the Wisconsin Bicycle Facility Design Handbook.
- **East Main Street Crossing:** Assess if intersection improvements or modifications to the existing traffic signals are needed.
- **Bridge on Fond du Lac Street (Business 26):** Consider what type of facility best connects bikes and pedestrians from the new path on the south side to the existing path on the north side.



Design & Bidding Phase

The design and bidding phase of this project will consist of the following aspects:

- **Conceptual Engineering** for the development of the design according to the TAP application
- **Preliminary Design** and development of the environmental document, design reports and right-of-way plat
- **Final Design** and bid package preparation

Conceptual Engineering

After the project is awarded, KL Engineering will address in detail the options for the path alignment, Main Street Crossing, and the bridge on Fond du Lac Street. Our team will investigate these possible alternatives for these locations:

- Path Alignment (between East Jefferson Street and Kelly Avenue):** In this area, we will **develop an alignment** for the path that will involve additional coordination and alternative evaluations to balance the convenience of the route, safety, right-of-way impacts, and cost. Developing a route immediately adjacent to the roadway (shown in pink in Exhibit A) may provide the most convenience and visibility; however, the existing right-of-way is somewhat constrained, and there are multiple high-volume business driveways that would require crossing. As an alternative option, KL Engineering will investigate a route that would align the path between the east sides of these businesses and USH 151 (shown in blue in Exhibit A).
- East Main Street Crossing:** Another area involves the location for the path crossing of Main Street (STH 49). Designers will **evaluate intersection geometry and sight distances** to make certain that the crossing is as safe and visible as possible. KL Engineering can also investigate additional safety and advanced warning measures to assure safe and convenient crossing of this busy street through Waupun. Items that may be beneficial to this crossing include additional signing, lighting, and/or improvements to the existing traffic signals.
- Bridge on Fond Du Lac Street (Business 26):** Utilizing existing infrastructure when possible is an important component to help **maximize TAP funding**. The bridge over the Rock River on Fond du Lac Street, between Gateway Drive and East Spring Street (shown in Exhibit B), is a location where evaluation will be required to make certain the needs of motor vehicles, bike traffic, and pedestrians are adequately met. Constructed in 1996, the existing bridge is in good condition and has many years of serviceable life remaining. Our engineers will evaluate the geometry of the bridge to determine options for incorporating bike and pedestrian facilities. A possible typical section is shown in Exhibit C and the route of this option is shown in blue in Exhibit B. In addition, KL Engineering has structural engineers available if modifications to the existing bridge or a separate bridge for the bike path is preferred. A possible location for a separate bridge utilizing an existing old roadway structure abutment is shown in orange in Exhibit B.



EXHIBIT A – PATH ALIGNMENT

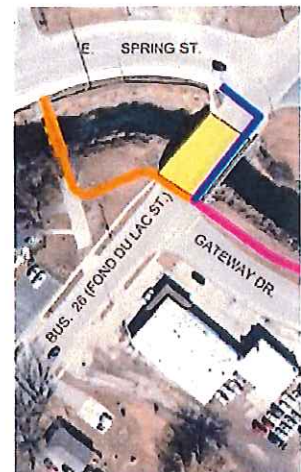


EXHIBIT B – BRIDGE ON FOND DU LAC STREET

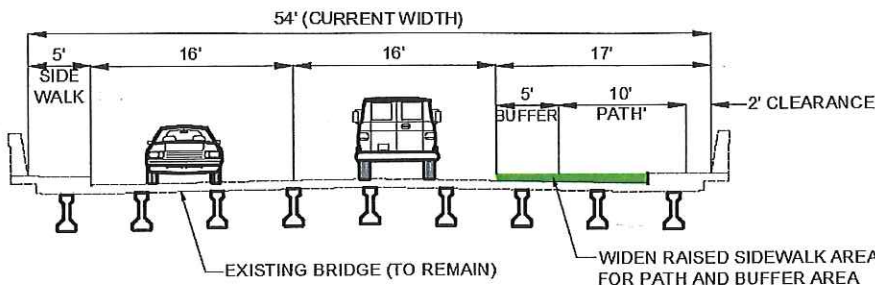


EXHIBIT C – CONCEPTUAL BRIDGE TYPICAL SECTION

BUS. 26 (FOND DU LAC STREET) BRIDGE OVER ROCK RIVER

Preliminary Design

After the conceptual design for the path alignment, Main Street Crossing, and the bridge on Fond du Lac Street is complete, KL Engineering will refine the alignment for the proposed path, identify impacts, and work closely with City officials, property owners, and other interest groups to make certain that critical elements of the project have been addressed. This phase of the project also encompasses other elements of the project necessary to ensure all Sponsor's Guide requirements are met. Tasks associated with this phase will include:

- **Public Involvement:** KL Engineering will provide the City of Waupun and community stakeholders a clear, concise vision of the design concepts through public involvement activities. Our approach to public involvement for this project will allow the flexibility to utilize a variety of outreach methods aimed at obtaining project consent from stakeholders. **KL Engineering staff are certified in the Systematic Development of Informed Consent (SDIC)**, a nationally recognized program utilized to maximize our effectiveness in public involvement activities for publicly funded improvement projects.
- **Environmental Evaluation and Documentation:** KL Engineering has a diverse background in assessing the environmental components for projects of this nature and employs the expertise necessary to assure this phase of the project goes smoothly. Depending upon the type of environmental document required, KL Engineering will work closely with historic and archaeological experts as well as government agencies such as the Wisconsin Department of Natural Resources (WDNR) and Army Corps of Engineers to identify any sensitive resources present within the selected corridor. Based on the intensive data gathering and coordination phase of the project, impacts can be avoided or minimized so that an approved corridor for the path can be confirmed.
- **Utility Coordination:** Given that much of the project is in an urban setting, it is anticipated that there will be numerous utility systems located throughout the corridor. KL Engineering has a strong background in working with utility companies to either relocate facilities or incorporate the required clearances of utilities into the project design plans.
- **Preliminary Plans, Design Reports, Right-of-Way Plat, and Cost Estimates:** Utilizing the results of the public involvement, environmental evaluation, and utility coordination, KL Engineering will refine the design with respect to the constraints and conditions identified and develop a detailed plan for the construction of this project. Included in the design phase is the development of design reports, a right-of-way plat, and detailed cost estimates.

Final Design

Upon completion and acceptance of preliminary plans, KL Engineering will develop the final plan and bidding package for this project to be let locally. This includes specifications, Sponsor's Guide forms, and a final cost estimate. **KL Engineering is highly experienced with the development of state and local let projects and will deliver a bid package that meets federal, state, and local requirements.** KL Engineering will also assist with any administrative duties necessary to assure the bidding process runs efficiently.



Construction Phase

KL Engineering has excellent qualifications to complete the task of construction management, inspection, and administration for this project. To complement our construction management services, our project team includes survey capabilities to perform construction layout and staking needs. We use the latest technology for our survey services, therefore the City of Waupun can be assured that accurate and cost-efficient means will be utilized throughout the duration of the project.

- **Experienced Staff:** Our team assigned to this project includes staff with direct inspection and construction management experience on urban multi-modal municipal improvement projects consisting of earthwork and grading, roadways, utilities, and structures. **Quality control, early identification of potential construction issues, and experienced problem-solving are a sample of the benefits KL Engineering will bring to your project.**
- **Flexible Role:** KL Engineering will devote qualified staff to complete all levels of construction management, inspection, and administration. We are capable of providing a direct construction management role, or serving as a complimentary role to City of Waupun staff who are performing inspection. **Our goal is to ensure a quality product from concept to completion.**
- **Reliable Delivery:** We have the expertise to ensure that the construction documentation required for TAP projects is completed for the City. Communities that receive TAP funding are required to keep specific project records in case of an audit. **KL Engineering can provide the City peace of mind, knowing that all required documentation is in place.**



Joe Jirsa, our Construction Engineer proposed for this Waupun TAP Project, led the construction observation for these two similar projects pictured above – an urban roadway reconstruction with multi-use path and construction of a prefabricated multi-use bridge.

Project Team Members



Samantha Herheim, PE

Project Manager



16 Years of Experience | Professional Engineer in Wisconsin
BS – Environmental Engineering | UW Platteville | Joined KL in 2007

608.663.1218 office | 608.663.1226 fax | SHerheim@KLEngineering.com
5400 King James Way, Suite 200 | Madison, WI 53719

As the Project Manager for the Gateway Drive and Shaler Drive Pedestrian Improvements TAP project, Samantha will be responsible for the overall coordination, design review, and team performance to ensure successful project completion to meet the proposed schedule. **Samantha's traits of effective communication, organizational skills, and ability to be proactive and responsive to client needs provide for a successful background in managing transportation design projects.**

Samantha's expertise includes:

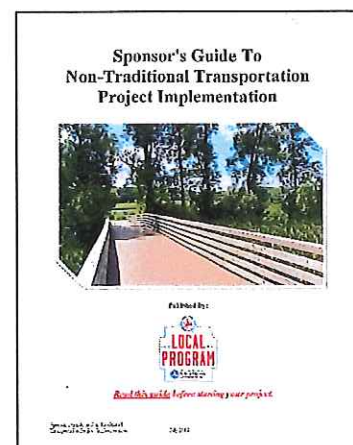
- Over 10 years of experience in guiding Local Public Agencies to navigate WisDOT processes and procedures required on Local Program projects
- **Specialist in Non-Traditional Transportation** projects assigned to receive Transportation Alternatives Program (TAP) funding from the federal government, having **successfully managed and delivered 76 TAP projects with a combined construction cost of over \$48 million**
- Member of the WisDOT 'Sponsor's Guide' Users Group since its inception, committed to keeping the Sponsor's Guide up-to-date and clarifying any regulatory issues that arise on these unique projects
 - Lead on the 2015 and 2016 Sponsor's Guide revisions
 - Lead on the organization and content editing of the 2016 Sponsor's Training for Non-Traditional Transportation Projects presentation

Her similar project experience includes:

- Local Program Project Manager for the Bud Hendrickson Trail Path Bridge in the City of La Crosse, spanning over the BNSF Rail Yard – recipient of the **2016 American Public Works Association Project of the Year Award** at both the national and state levels
- Local Program Project Manager for the Powerhouse Riverwalk in the City of Beloit, building a trail and bridge over the Rock River adjacent to a decommissioned power plant that Beloit College is turning into a Student Center
- Local Program Project Manager for the Safe Route to School Trail in the Village of Prairie du Sac

Related training and certifications:

- Listed by the WisDOT as qualified to review and recommend Categorical Exclusion (CE) documentation for approval. Inclusion on this list requires additional training and familiarity with and following State laws, State regulations, WisDOT environmental policy in the FDM, and applicable FHWA regulations, policy, and guidance
- Presenter in all Sponsor's Training for Non-Traditional Transportation (TAP) Projects





Jeff Smith, PE

Project Engineer

19 Years of Experience | Professional Engineer in Wisconsin
BS – Civil Engineering | UW Platteville | Joined KL in 2011

608.663.1218 office | 608.663.1226 fax | JSmith@KLEngineering.com
5400 King James Way, Suite 200 | Madison, WI 53719



Jeff will be responsible for leading the design efforts and public involvement on the Gateway Drive and Shaler Drive Pedestrian Improvements TAP project.

Jeff's expertise includes:

- A strong background in urban roadway design, bike and pedestrian facility design, PS&E preparation, utility coordination, **public involvement**, and environmental documentation
- Highly experienced with the Wisconsin Bicycle Facility Design Handbook, MUTCD, WisDOT FDM, and Sponsor's Guide to Non-Traditional Projects
- Assisting and overseeing the scoping, scheduling, and planning of projects as well as quality assurance / quality control reviews
- **Certified in the Systematic Development of Informed Consent (SDIC) method** extremely valuable tools to use during public involvement activities to aid in the pursuit of project consent

Some similar past project experience includes:

- Lead design engineer for STH 64 / Stillwater bridge bike pedestrian project – see project profile
- Lead design engineer for Southwest Commuter Bike Path in the City of Madison, a 3.5 mile segment of the path from the crossing of the USH 12/18/151 (Beltline highway) to Camp Randall Stadium
- Project manager for development of a multi-use path system and on-road bicycle accommodations, between McFarland and Madison along Stoughton Road (USH 51)



Brian Veit, PE

Engineer

12 Years of Experience | Professional Engineer in Wisconsin
BS – Civil Engineering | UW Platteville | Joined KL in 2010

608.663.1218 office | 608.663.1226 fax | BVeit@KLEngineering.com
5400 King James Way, Suite 200 | Madison, WI 53719



Brian will be responsible for assisting in the plan development, design reports, and final plan set package for the Gateway Drive and Shaler Drive Pedestrian Improvements TAP project. **His geometric alternative analysis, utility coordination, and traffic control design experience will be critical for developing the plans in an efficient manner.** Brian has vast experience in multi-use path design projects involving multi-use path realignments, construction staging, erosion control, signing, pavement marking, and public involvement.

Brian's similar past project experience includes:

- Lead design engineer for McKee Road (CTH PD) in the City of Madison – see project profile
- Lead design engineer for Verona Road (USH 18) in the City of Madison, an urban roadway project with multi-use path design
- Design engineer for Summit Avenue (STH 67) in the City of Oconomowoc, an urban roadway project with multi-use path design and crossing connection to the Lake County Trail



Joe Jirsa, PE

Construction Engineer

19 Years of Experience | Professional Engineer in Wisconsin
BS – Civil Engineering | UW Platteville | Joined KL in 2012

608.663.1218 office | 608.663.1226 fax | JJirsa@KLEngineering.com
5400 King James Way, Suite 200 | Madison, WI 53719



Joe will perform construction observation efforts for the Gateway Drive and Shaler Drive Pedestrian Improvements TAP project. Joe is proficient in all aspects of construction administration including conducting preconstruction meetings, reviewing contractor activities for conformance, dispute resolution, and assembling the construction project records. **Over the past 19 years, Joe has provided direct engineering oversight in the design or construction of urban, rural, and structure projects throughout Wisconsin, including three in Dodge County.**

Joe's project experience includes:

- Lead project engineer for the construction of a variety of municipal, highway, and structure construction projects – examples include roadway and utility improvements, bridges and retaining walls, water and wastewater treatment facilities, sewer main interceptors and site development
- Roadway and bridge construction experience in both rural and urban environments
- Extensive work with asphalt and concrete pavements, drainage, earthwork, utilities, aesthetic enhancements, erosion control, traffic control, lighting, pavement marking, signing, and landscaping.
- Lead engineer for construction of East Washington Avenue in City of Madison incorporating several temporary and permanent pedestrian accommodations along this 8-lane divided high volume road
- Lead project engineer for South Street bridge in Village of DeForest, which included two retaining walls and aesthetics enhancements and won WisDOT's Outstanding Highway Construction Award for Small Structure category
- Led construction engineering for two bridges over Token Creek on STH 19 in the Town of Windsor in 2013 and worked closely with several local stakeholders – the structures were built with accelerated construction techniques to minimize the impacts of closing the highly traveled highway corridor
- Lead project engineer for Madison Street and University Avenue projects in City of Beaver Dam

Subconsultants

KL Engineering has established relationships with several firms who may need to be utilized for the following aspects of the Gateway Drive and Shaler Drive Pedestrian Improvements TAP project:

- **Real Estate:** Any real estate acquisition required will follow the WisDOT Local Public Agency Manual for Right of Way Acquisition. KL Engineering will subcontract with a subconsultant from the WisDOT list of approved appraisal consultants and the WisDOT list of approved negotiation consultants.
- **Cultural Resources:** This project will require an archaeological survey due to the amount of land disturbance. KL Engineering will subcontract with an archaeologist to complete the required fieldwork and reporting to meet Section 106 requirements.
- **Geotechnical:** Soils information will be needed along the project corridor to determine the appropriate pavement design for the TAP project. KL Engineering will subcontract with a geotechnical firm to complete the required fieldwork and reporting to meet the design needs.

We will call upon these resources as needed in regard to the details of this project.

Project Experience

WisDOT Local Program Management

TAP Projects | Various Locations

Client Information:

WisDOT SW Region | La Crosse Office

John Bainter | 608.785.9729 | john.bainter@dot.wi.gov

3550 Mormon Coulee Road, La Crosse, WI 54601

Local Agency Contact information for each is listed below.

We are highly skilled at collaborating with municipalities and local agencies to provide design guidance and construction oversight for their projects. Due to this skillset, KL Engineering has held WisDOT Local Program Management Consultant contracts for over twenty (20) years. We have extensive experience in the design and construction oversight of trails, multi-use bridges, bike lanes, and sidewalks requiring a variety of unique solutions, such as retaining walls, boardwalks, coordination with community stakeholders, and roadway crossing improvements such as refuge islands and Rectangular Rapid Flashing Beacons. Our broad experience managing the TAP program has provided experience in many multi-modal transportation solutions as well as an expertise in navigating the federal funding requirements. **In the last 5 years, we have successfully managed and delivered 36 TAP projects for a total of \$30 million in construction dollars.** Our past experience will be beneficial in providing pedestrian and bicycle facilities for the City of Waupun. Below are a few projects that illustrate our multi-modal transportation facility experience:

Oak Avenue South Bike Lanes | City of Onalaska | La Crosse County, Wisconsin Bud Hendrickson Trail and Bridge | City of La Crosse | La Crosse County, Wisconsin

The Oak Avenue South bike lanes were constructed to provide a link between the City of Onalaska and City of La Crosse. This was the first of four projects adding multi-modal accommodations to connect the cities, culminating with the construction of the Bud Hendrickson trail and bridge, recipient of the Wisconsin Chapter of the American Public Works Association 2016 Project of the Year Award and the American Public Works Association 2016 National Project of the Year Award.

Greg Kozelek | City of La Crosse | 608.789.7505 | Kozelekg@cityoflacrosse.org
400 La Crosse Street, La Crosse, WI 54601



Construction completed in 2015

Belmont Mound Trail | Lafayette County, Wisconsin

This trail included a “hybrid corridor” consisting of various sections utilizing an existing gravel trail alignment, low volume local roadway, and new trail alignment through an environmentally sensitive corridor. The project required challenging stakeholder coordination and FHWA evaluation as part of the acquisition process.

Tom Jean | Lafayette County | 608.776.4919 | tom.jean@lafayettecountywi.org
12016 Hill Street, Darlington, WI 53530



Construction completed in 2017

Lower Yahara Trail | Dane County, Wisconsin

Known as one of the longest boardwalk paths in the state, this project involves prefabricated structures, boardwalks supported on helical piles and floating plate systems. The alignment went through historic sites and districts, posing many obstacles in the design and construction that needed resolution involving the stakeholders.

Chris James | Dane County Parks | 608.224.3763 | james@countyofdane.com
5201 Fen Oak Drive, Madison, WI 53718



Construction completed in 2017

McKee Road (CTH PD)

City of Madison | Dane County, Wisconsin

KL Engineering was the City of Madison's engineering consultant for the design of McKee Road (CTH PD) from Meriter Way to Maple Grove Drive. The project involves reconstructing 1.5-miles of an existing 2-lane rural section to a 4-lane urban roadway with median, multi-modal accommodations, and improved intersection geometrics to address safety concerns. The project also includes construction of a multi-use path bridge structure over CTH PD for the Ice Age Junction Path (Dane County Parks) and Ice Age National Scenic Trail (National Park Service and Ice Age Trail Alliance). Both of these trails are located within the environmentally sensitive Ice Age Trail Junction Natural Resource Area owned by Dane County Parks. Several coordination meetings were held with these agencies to reach project consent.

The design development of this project includes sidewalk, multi-use path, bike lanes, curbed median, field survey, drainage/storm sewer analysis and design, sanitary sewer, water main, street lighting, traffic signals, pavement design report, hazardous materials assessment, traffic control construction staging plans, transportation management plan, environmental document (EA/FONSI), Section 4f coordination for three cultural resources, wetland tracking documentation, exception to design standards report, design study report, transportation project plat, public involvement, utility coordination, acquiring permits, and PS&E submittal.

Several design challenges included upgrading the roadway profile to reduce substandard slopes and to provide adequate vertical clearance for the proposed pedestrian bridge structure over CTH PD. The crest of the roadway was lowered approximately 12-ft which resulted in significant utility impacts. A critical aspect of the project was proactive utility coordination to determine existing utility facility impacts to provide sufficient lead time to develop a relocation plan for overhead high voltage electric transmission pole facilities as well as a high pressure gas transmission line. As a result, both facilities were provided sufficient time to develop relocation plans, acquire easements, and perform relocations prior to construction.

The PS&E was delivered in November 2016. The construction was completed by November 2017. Construction Cost: \$10.3 million.

The CTH PD project is currently nominated for the 2018 WisDOT Excellence in Highway Design Award for Best Urban project.



Construction completed in 2017

Client Information: [City of Madison](#) | [City-County Building](#)

Christy Bachman | 608.266.4095 | cbachman@cityofmadison.com | 210 MLK Jr. Blvd., Madison, WI 53703

STH 64 | Stillwater

Bicycle & Pedestrian Facility Signing & Pavement Marking | St. Croix Co., WI

KL Engineering is currently working with WisDOT's Spooner and Eau Claire offices on the multi-year design of the STH 64 Stillwater River Bridge project. The project includes new alignment roadways on the Wisconsin side of the St. Croix River. WisDOT led the design with assistance from KL Engineering throughout the preliminary design, PS&E and construction of the project.



Construction completion anticipated in 2018

The first segment of project construction began in 2013 and will continue through 2018. KL Engineering has contributed on 4 PS&Es to-date.

KL Engineering recently completed the **Signing and Pavement Marking Plans for the trail segments** on Houlton Hill, Main Street, and Houlton School Circle. The former STH 64 corridor is being **re-purposed as a bicycle and pedestrian facility** along Houlton Hill, starting at the historic Stillwater Lift Bridge, connecting to a trailhead, Main Street, Houlton School Circle, and existing trails.

Challenges on this project include providing clear and consistent signing and pavement marking for a trail facility that includes steep grades, unique layouts for bicycles and pedestrian uses and several areas where the traffic patterns of the trails change.

Once complete, the project will connect Houlton, Wisconsin and Stillwater, Minnesota via a 5-mile trail system.

St. Croix Crossing Bike & Pedestrian Loop Trail

Source: MNDOT Metro District Visualization Office

Client Information: WisDOT Northwest Region | Spooner Office
 Beth Cunningham | 715.635.4973 | beth.cunningham@dot.wi.gov | W7102 Green Valley Road | Spooner, WI 54801



STATEMENT OF QUALIFICATIONS TO PROVIDE APPLICATION ASSISTANCE,
ENGINEERING DESIGN AND CONSTRUCTION SERVICES FOR:

GATEWAY DRIVE & SHALER DRIVE PEDESTRIAN IMPROVEMENTS | TAP PROJECT

Prepared for
the City of Waupun
January 2, 2018





January 2, 2018

Angela Hull, City Clerk
City of Waupun
201 E. Main Street
Waupun, WI 53963

Re: Statement of Qualifications (SOQ) for Gateway Dr. & Shaler Dr. Pedestrian Improvements TAP Project

Dear Ms. Hull,

MSA Professional Services, Inc. (MSA) commends the City of Waupun for thoughtfully studying and implementing alternative transportation facilities in your community. We appreciate the opportunity to assist the City on the next phase of these improvements with the creation of a new multi-use trail.

MSA is very familiar with the Transportation Alternatives Program (TAP, and formerly known as TE, or Transportation Enhancements) that follows the *Sponsor's Guide to Non-Traditional Transportation Project Implementation*. MSA has recently completed TAP applications for various Safe Routes to School projects and many similar projects funded by WisDOT programs utilizing the *Sponsor's Guide*. Our team has developed strong relationships with WisDOT personnel. These relationships, coupled with our experience and understanding of the TAP program, will help us to provide your project with great knowledge and success.

We specialize in serving public clients and have done so for more than 50 years. Park and recreation facilities are a cornerstone of our work. From creative design, to project implementation process and even long-term maintenance goals, we will serve your needs.

We look forward to the opportunity to work with the City of Waupun to help successfully complete this important project.

Sincerely,
MSA Professional Services, Inc.

A handwritten signature in black ink that reads "Michael Laue".

Michael J. Laue, PE
Team Leader

A handwritten signature in black ink that reads "Raine Gardner".

Raine Gardner, PE
Parks and Recreation Chairperson

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MSA PROFESSIONAL SERVICES
201 Corporate Drive, Beaver Dam, WI 53916

Contact: Mike Laue, PE
Phone: (920) 392-5140
Email: milaue@msa-ps.com
Website: www.msa-ps.com

MSA PROFESSIONAL SERVICES

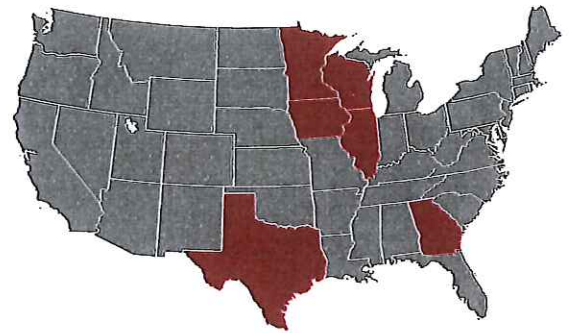
Corporate Overview

As a full-service consulting firm, MSA Professional Services (MSA) is all about creating communities that work. We partner with clients to help solve today's complex and multi-faceted infrastructure challenges and improve the quality of neighborhoods. Our focus is to provide exceptional professional services that build strong communities where we live, work and play.

MSA's roots reach back to the 1930s. Once a rural land survey company, our firm now consists of approximately 325 engineers, architects, planners, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high quality, cost-effective solutions. Based in 16 offices across six states, our technical teams collaborate to assist communities throughout the United States.

Contact Information

MSA Professional Services, Inc.
201 Corporate Drive
Beaver Dam, WI 53916
Mike Laue, PE
(920) 392-5140
mlaue@msa-ps.com



YOUR SUCCESS MATTERS.

Client Service Quality Assurance Program

Our firm constantly strives to improve our processes and tailor the services we provide to best suit each of our clients. As part of our ongoing quality assurance program, we periodically request feedback from clients and project stakeholders to create better project outcomes for you.

These easy-to-complete surveys offer you the opportunity to comment on several areas of our performance throughout the duration of your project, which in turn helps us adapt our processes to your unique needs. Your feedback is specific to your project, and is returned directly to the people working with you. We pledge to respond to any issues you identify as the project proceeds.

Unlike any survey you've ever taken before, your response will initiate specific improvement for you and your project. To fully demonstrate this program, you will soon receive a survey requesting your feedback on our ability to meet your expectations throughout the proposal process. We hope you'll take a few minutes to respond, experience the process first-hand, and see how we follow-up to your feedback.

How it will work during your project:

1. The project manager or another team member asks for your feedback electronically.
2. You respond to a six-eight question, two-three minute survey.
3. Your response is immediately routed to the project team via email.
4. If any of your responses indicate exceptional performance or a problem, someone on the project team will follow-up and discuss ways to either improve the process, or make sure we continue to provide the level of service you desire.
5. We document any process changes and communicate them to the project team and back to you.

PROJECT UNDERSTANDING | SCOPE OF SERVICES —

PROJECT DESCRIPTION

The City of Waupun would like to provide a multi-use trail to the community for pedestrians and bicyclists to travel in a safe manner between the Waupun Area Junior/Senior High Schools and the Rock River Intermediate School. The multi-use trail would route users northerly along Shaler Drive from the intersection with E. Lincoln Street (near the high school) to a crossing of E. Main Street (STH 49) at the signalized intersection, and then again northerly along Gateway Drive to the intersection with Fond du Lac Street (near the intermediate school). The multi-use trail would be approximately 6,500 linear feet (1.2 miles) in length.

As a part of the project, MSA will review the details of the route and assess the layout as it impacts the street and street terrace areas, slope intercepts, utilities (mainly power poles, street lights, and fire hydrants), commercial driveway entrances, storm water drainage, environmental concerns, and other existing physical features like curb/gutter, trees, parking lots and roadway signs. The assessment would provide the potential costs for avoiding or minimizing these impacts, plus it would look at safety concerns and inconvenience resulting from the interaction between trail users and motorists at various points along the route.



If the City uses TAP funds, the project must comply with WisDOT design standards for trail widths and clearances. In order to provide a 10-foot-wide trail with adequate clear zone, as required for a shared-use trail, the City may need to add or modify existing curb and gutter, storm sewer and drainage ditches. Temporary or permanent easements may be required along the route, and some public and/or private utility infrastructure may need to be relocated. The City will need to follow the WisDOT *Sponsor's Guide to Non-Traditional Transportation Project Implementation*.

MSA anticipates providing the following scope of services for this project:

SCOPE OF SERVICES

TAP APPLICATION | SUBMITTAL

- The WisDOT TAP program is very competitive. In order to maximize the chances of receiving funding, the grant application should be tailored to the goals and objectives of the program. MSA will work with the City to finalize the project scope and cost estimates to maximize funding potential.
- MSA will attend one (1) meeting with the City to review the project scope, explain and answer questions about the TAP grant submittal process, and discuss any concerns or specific challenges about the project and process.
- MSA will prepare maps, construction cost estimates and narratives as required for application to the TAP program. We will also research the limits of the existing right of way in the project area. We will assemble the information into a grant application packet for the City to submit to WisDOT.

DESIGN

If the City is awarded a WisDOT TAP grant, MSA will:

- Negotiate a three-party contract with the City and WisDOT.
- Attend one (1) kick-off meeting to review milestone dates for the project with the City and WisDOT.
- Conduct fieldwork, including: collecting topographical data, setting benchmarks, alignment ties and reference stakes for defining the construction limits.

PROJECT UNDERSTANDING | SCOPE OF SERVICES



- Prepare preliminary design including preliminary layout of horizontal alignment, and vertical alignment as necessary, to assist in determining construction limits per WisDOT standards.
- Hold an operational planning meeting (OPM) with the City, WisDOT and affected utilities to review the preliminary design.
- Meet onsite with the City as necessary to develop design and construction plans.
- Prepare final design per WisDOT standards, including earthwork calculations, alignments, trail design, coordinate geo-technical services (if necessary), utility coordination, archaeological survey (if necessary), drainage design, signs and specifications.
- Comply with the revised *Sponsor's Guide to Non-Traditional Project Implementation*, Wisconsin Bicycle Facility Design Handbook, the Wisconsin Guide to Pedestrian Best Practices Handbook, and AASHTO standards.
- Hold one (1) public information meeting for the project.
- Prepare submittal to the WDNR Stormwater section and other permits as necessary.
- Apply for wage rates for inclusion in specifications, if needed.
- Develop construction plans and specifications, including a cover sheet, typical sections, miscellaneous quantities, plan and profile sheets and cross sections per WisDOT standards.
- Complete Programmatic Environmental Report (PER) or Environmental Report (ER) for this project to be reviewed by WisDOT.
- If the project is not eligible for the archaeology and architecture history screening list, a Section 106 Report will be required and becomes part of the environmental document.
- Develop an opinion of probable construction cost at each design milestone.
- Provide online bidding services for a locally let project, including answering contractors' bid questions, opening bids and tabulating bids, evaluating the low bidder and making a

recommendation to award the contract.

- At this time, a Design Study Report (DSR) is not anticipated for this project, as construction is estimated under \$500,000.

PROPERTY ACQUISITION

- If the preliminary design and existing right of way locations show that easements or additional right of way will be needed, the federal acquisition process will be required. MSA has multiple DOT-certified real estate acquisition professionals on staff. If needed, MSA will prepare a right-of-way plat and provide real estate acquisition assistance.

CONSTRUCTION MANAGEMENT

If the City is awarded the WisDOT TAP grant, MSA will:

- Negotiate a three-party contract with the City and WisDOT or two-party contract with the City (depending upon funding).
- Attend a pre-construction conference between the City, Contractor, utility representatives and other interested parties.
- Photograph or videotape the pre-construction site conditions to assist with resolving damage claims that may result from the construction.
- Facilitate periodic site visits by the project engineer during construction.
- Provide baseline construction staking.
- Provide part-time construction observation by a project representative at the construction site for the duration of the project.
- Assist City in reviewing contract start and completion times and Contractor requests for changes in contract time.
- Administer the project including review of pay requests and assist in interpreting questions on the plans and specifications.
- Assist the City in complying with reimbursement requirements for the TAP grant program.
- Recommend material/compaction testing as deemed necessary by the project representative.
- Review the work and inform the City as to Contractor's compliance with the plans and specifications.
- Conduct as-needed progress meetings with the City, Contractor and interested parties and provide a written update on the progress of the project on a monthly basis.
- Assist City with project closeout.
- Review as-built drawings based on information provided by the Contractor.

PROJECT TEAM



Mike Laue, PE
Project Manager | Team Leader

Mr. Laue coordinates the efforts of various project teams, working to make clients successful through prudent planning, cost-effective design and seamless project implementation. He serves as the primary client advocate and point of contact throughout municipal projects' duration. Mr. Laue has more than 35 years of experience in the field of engineering, along with valuable insight related to project funding, permitting and successful budget control.

EDUCATION

B.S., Civil and Environmental Engineering
University of Wisconsin-Madison

REGISTRATION

Professional Engineer, WI, MI
Professional Land Surveyor, WI

SELECTED PROJECT EXPERIENCE

Cooperative Path – Brooklyn/Green Lake, Green Lake, WI

Served as team leader and client liaison in the development of a new 1.7-mile multi-use path along STH 23 from North Street to the Green Lake Conference Center. The project was constructed in State Highway 23 right of way and required extensive coordination with WisDOT. The project was funded using WisDOT TE Grant dollars and WDNR Stewardship grant dollars.

WIS 49, Main Street, Waupun, WI

Organized the tasks performed by the project team that planned, designed and constructed infrastructure for the business park.

Harris Mill Park, Waupun, WI

Organized the tasks performed by the project team that planned, designed and constructed infrastructure for the project, which included shoreline improvements and aesthetic enhancements.

Camelot Trail, Fond du Lac, WI

Coordinated and organized the design, permitting and construction efforts for a new 1.5-mile multi-use trail through a heavily urbanized area on the south side of the City.

Lakeside Trail, Fond Du Lac, WI

Spearheaded the design, permitting and construction efforts for a new 1.5-mile multi-use trail along the shoreline of Lake Winnebago.



Sean Spromberg, PE
Project Engineer

Mr. Spromberg has 18 years of industry experience managing transportation, municipal and site design projects. He has experience with Safe Routes to School and TAP projects. He leads client relations, design, scheduling and public involvement throughout all aspects of project development. Prior to joining MSA, Mr. Spromberg was employed in the public and construction sectors, affording him a distinct advantage in understanding and providing engineering services that ensure all aspects of a project are thoroughly encompassed.

EDUCATION

B.S., Civil Engineering
Michigan State University

REGISTRATION

Professional Engineer, WI, CA

SELECTED PROJECT EXPERIENCE

Wisconsin River Trail, Merrill, WI*

Developed City of Merrill's design of trail along the Wisconsin River to provide scenic connectivity between key destination points throughout the City. The three-mile trail accommodates people walking and biking and additionally promotes the Wisconsin River's scenic beauty through the City. The trail tells a history of the City's logging and railroad days now open to a whole new era of exploration. The design incorporated public comments from several public information meetings.

400 Block, Wausau, WI*

Project Manager on preliminary and final design elements of community square in the heart of downtown Wausau. Led collaboration between several stakeholders and community leaders to finalize design and oversee construction bidding. Also performed construction management due to the complex design. The project was a 2012 American Council of Engineering Companies (ACEC) award winner.

Tomahawk Bicycle Trail System TE, Tomahawk, WI*

A 0.5-mile segment resulted in linking downtown Tomahawk to the Bearskin and Hiawatha State Trails. An additional five miles of bike and pedestrian improvements connected parks, schools and existing trail systems throughout downtown Tomahawk. Project was federally funded and administered by the WisDOT.

**Denotes experience prior to MSA.*

PROJECT TEAM



Jim Bollmann, PE
Senior Project Engineer

Mr. Bollmann's municipal engineering experience includes both multi-use trail projects and municipal street projects. He also performs water and sewer utility design for communities throughout north-central Wisconsin. Recent trail experience totals over 41 miles of bicycle and pedestrian facilities for ten different Wisconsin and Michigan communities including: Town of Land O' Lakes, Town of Three Lakes, City of Eagle River, Township of Watersmeet and City of Antigo. These trail projects included asphaltic pavement, crushed limestone, elevated boardwalks, pre-fabricated bridges and fishing piers. He has experience with Safe Routes to School and TAP projects.

EDUCATION

B.S., Civil Engineering
University of Wisconsin-Madison

REGISTRATION

Professional Engineer, WI, MI

SELECTED PROJECT EXPERIENCE

Cooperative Path – Brooklyn/Green Lake, Green Lake, WI

Served as project manager in the development of a new 1.7-mile multi-use path along STH 23 from North Street to the Green Lake Conference Center. The project was constructed in State Highway 23 right of way and required extensive coordination with WisDOT. The project was funded using WisDOT TE Grant dollars and WDNR Stewardship grant dollars.

Bicycle and Pedestrian Trail, Boulder Junction, WI

Served as project manager for the development of a new 4.5-mile paved multi-use path along CTH M and CTH K in the Town of Boulder Junction. Both segments of new trail were constructed primarily in the existing right of ways. The project was funded using WisDOT TE Grant dollars and WDNR Stewardship grant dollars. The design and construction process followed the Sponsor's Guide for Non-Traditional Project Implementation.



Raine Gardner, PE
Parks and Rec CoP Chairperson
Quality Reviewer

As a municipal engineer, Ms. Gardner works with municipal governments in planning, design, and constructing infrastructure systems. She has worked on a variety of municipal projects including recreational park and trail projects through TAP, municipal utility, roadway reconstruction, grant administration, and streetscaping plans. She is also chair of MSA's Parks and Recreation Community of Practice (CoP), a mechanism whereby professionals practicing the same disciplines across teams, programs and states gather to share knowledge and best practices.

EDUCATION

M.S., Civil Engineering
University of Wisconsin-Madison

B.S., Civil Engineering
Michigan Technological University

REGISTRATION

Professional Engineer, WI, MN, IA

SELECTED PROJECT EXPERIENCE

Clara Avenue Multi-Use Path, Lake Delton, WI

Developed a multi-use path layout along a rural roadway section that adequately addressed bike/pedestrian flow/conflicts along Clara Avenue and Burritt Street. Stormwater conveyance was addressed along the project as the current roadways were not to be disturbed. Establishment of a long lasting multi-use path was considered in the design of the path width. Performed permitting, project and construction management, and obtained temporary easements along the project.

Bunker Road Water Main and Multi-Use Path Project, Lake Delton, WI

Provide preliminary plan and layout, overall design of two miles of 16-inch water main and multi-use path, permitting, project management and coordination with DNR. Obtained right of way and construction easements. Provide construction administration.

TE Grant, Lake Delton, WI
STH 82, Mauston, WI

PROJECT TEAM



Barb Halley
Real Estate Professional
Senior Engineering Technician

Ms. Halley has performed real estate acquisition duties on projects ranging from small, rural easements to large, commercial parcels with corporate offices spread across the country. Her duties include title search review, appraisal review, parcel file creation, document creation and negotiations to acquire the required land or easements.

Ms. Halley has created transportation project plats and traditional plats, written legal descriptions and created associated deeds. Her experience in creating plats allows her to easily explain the intricacies of them to owners during the negotiation process. She has eight years of experience in eminent domain projects.

In addition to her experience in the real estate area, she has worked on municipal and WisDOT roadway and bridge design projects since 1995 using CADD design software.

PROFESSIONAL REGISTRATION

Approved WisDOT Negotiator

RELATED PAST EXPERIENCE

Barb has completed real estate negotiation tasks similar to those outlined above for the following projects:

- **Richland County**, Fish School Road - Branch Knapp Creek Bridge
- **UW-Marathon County Campus Expansion**
- **City of Oak Creek**, South Howell Avenue (64 parcels)
- **City of Park Falls**, STH 13 (116 parcels)
- **City of Prairie du Chien**
 - Iowa & Wisconsin Street
 - STH 35/18, *Mooney Street to Washington Street*
- **WisDOT**
 - Project 1146-75-22 STH 15, Outagamie County
 - Project 1440-13-22 STH 23, Sheboygan County
 - Project 1440-25-21 STH 23 & CTH E Intersection, Sheboygan County
 - Project 1440-26-21 STH 23 & CTH M Intersection, Sheboygan County
 - Project 4550-06-21 STH 67/CTH PP, Sheboygan County
- **City of Baraboo**, South Boulevard
- **Crawford County**, CTH B
- **City of Neenah**, Winneconne Ave & Green Bay Road



Richard Lyster, PG, CPG
Senior Hydrogeologist

Mr. Lyster performs the duties of a senior hydrogeologist on a wide variety of environmental engineering projects. He has performed more than 40 Phase I and Phase II Hazardous Materials Assessments per the WisDOT Facility Design Manual procedures. Additionally, Mr. Lyster has experience conducting an assortment of environmental feasibility studies and site investigations. He has completed environmental assessments for a number of downtown community redevelopment projects, including brownfield site assessment grant projects and transportation design projects.

EDUCATION

M.S., Graduate Course Work, Hydrogeology
Wright State University

B.S., Geology and Geophysics
University of Wisconsin-Madison

REGISTRATION

Professional Geologist, WI, IL
AIPG Professional Geologist
Registered PECFA Consultant, WI

SELECTED PROJECT EXPERIENCE

- **UW-Madison Campus Drive Bike and Pedestrian Path**, Madison, WI
- **Former Gardner Manufacturing Brownfield**, Horicon, WI
- **State Street Mall Reconstruction**, Madison, WI
- **USH 43/Main Street**, Fond du Lac, WI
- **Main Street Redevelopment**, Oshkosh, WI

REPRESENTATIVE PROJECTS | REFERENCES

COOPERATIVE PATH—BROOKLYN/GREEN LAKE

Green Lake, WI

The City of Green Lake wanted to create a safe and user-friendly pedestrian and bicycle path along STH 23 from the west side of the City to the Green Lake Conference Center. The City received grant funding from the WisDOT and WDNR Stewardship to complete the new 1.6-mile dedicated path. The City hired MSA to complete design and construction services for the project, which was completed in the spring of 2014.

Our team developed construction documents, including plans and specifications; obtained all required permits, design reports, right-of-way plats; assisted in the bidding process; and provided guidance for construction observation services. This project was required to follow the revised *Sponsor's Guide to Non-Traditional Transportation Project Implementation*.

Finalizing the route through this sensitive location required significant effort and coordination with the DNR, and selecting a surface material that complied with regulations while still allowing for relatively simple construction proved challenging for our project team. Our design utilizes limestone as a final riding surface, installed with an asphaltic paving machine.

MSA's role throughout the development of this new, user-friendly path included the following:

- 1.7 miles of trail design
- Environmental review
- Coordination with WisDOT
- Right-of-way plat creation
- Right-of-way acquisition services
- Specifications and estimate completion
- Bidding process facilitation, including award of project
- Construction administration and observations

REFERENCE INFO

Glen McCarty, DPW
City of Green Lake
534 Mill Street
Green Lake, WI 54941
(920) 294-0409

gmccarty@ci.greenlake.wi.gov
Date Completed: Spring 2014



REPRESENTATIVE PROJECTS | REFERENCES

LAND O' LAKES BIKE TRAIL

Land O'Lakes, WI

The Town of Land O' Lakes wanted to create a safe and user-friendly pedestrian and bicycle path to link the western edge of the Township to the eastern downtown area. The Township received a total of more than \$1.2 million in grant funding from the Wisconsin Department of Transportation (WisDOT) to complete the CTH B pedestrian and bicycle trail. The project also received funding from the Wisconsin Department of Natural Resources (WDNR) through their Stewardship Grant program. The Township hired MSA to complete this project in two phases, the first of which was completed in 2004, and the second was completed in the summer of 2012.

After MSA completed the first phase of the trail design, the Town of Land O'Lakes partnered with the Township of Watersmeet, MI to form the Wilderness Trail System. The goal of this partnership is to create a multi-use trail system that connects the two communities. Over the course of the project's two phases, MSA designed 10.7 miles of pedestrian and bicycle path. Construction on the most recently completed phase included 3.2 miles, which was completed in the summer of 2012.

MSA's role throughout the development of this path included the following:

- 10.7 miles of trail design
- 20.1 miles of designed on-road bicycle route signing to connect the Town of Land O'Lakes to the City of Eagle River
- Environmental Review
- Specifications and estimate completion
- Bidding process facilitation, including Award of Project
- Construction Administration and Observation
- Coordination with WisDOT
- Right-of-way plat creation

REFERENCE INFO

Alan Piel

Wilderness Lakes Trails

PO Box 832

Land O'Lakes, WI 54540

(906) 544-2448 | alan@wildlakes.org

Date Completed: 2012



REPRESENTATIVE PROJECTS | REFERENCES

SAFE ROUTES TO SCHOOL

Three Lakes, WI

The project involved construction of approximately 2,800 linear feet of new five-foot-wide concrete sidewalks located on Anderson Street, Superior Street (CTH A), Huron Street and Winkler Road in the Town of Three Lakes.

The project was designed per the requirements of the WisDOT Local Program, including review and acceptance by the WisDOT Local Program Consultant. Design requirements for WisDOT included completion of a Public Information Meeting, Endangered Resources Review, USFW Review, Environmental Review, Arch 106 for Historical Survey Review, Design Study Report, County Right-of-Way Permit and DOT Work in Right-of-Way Permit. The project was locally bid.

REFERENCE INFO

*Sue Harris, Town Clerk
Town of Three Lakes
6965 West School Street
PO Box 565
Three Lakes, WI 54562
(715) 546-3316
townclerksue@townofthreelakes.com
Date Completed: 2016*



CEDAR SIDE TRAIL

Rice Lake, WI

The City of Rice Lake is located in a naturally beautiful region of Wisconsin with abundant lakes and rivers. The City did not have a developed bicycle/pedestrian corridor to provide access to the undeveloped banks of the graceful Red Cedar River and scenic portions of Rice Lake. Also of concern to the City was development of a pedestrian link between the southern portion of the City, in which two colleges and many new commercial enterprises are located, with the more established downtown business district and northern City parks.

MSA was selected to design Phase 1 of a three-phase pedestrian/bike trail from the City's southern commercial district to the City's historic downtown. The design took advantage of the natural beauty of the Red Cedar River and the existing forest cover. The trail provides a 10-foot-wide paved surface that winds peacefully for 1.5 miles along the east bank of the Red Cedar River. Volunteers contributed to the project.

REFERENCE INFO

*Kathy Morse, City Clerk
City of Rice Lake
30 East Eau Claire Street
Rice Lake, WI 54868
(715) 234-7088 | kmorse@ricelakegov.org
Date Completed: 2012*



REPRESENTATIVE PROJECTS | REFERENCES

STH 82 PEDESTRIAN IMPROVEMENTS PROJECT

Mauston, WI

The City of Mauston desired assistance in planning, designing, and constructing various pedestrian facilities along the STH 82 corridor. The City wanted to expand its pedestrian multi-modal network along this corridor to improve public safety and add passive recreation opportunities to supplement the well-being of its citizens. This effort was done in conjunction with a previously-planned WisDOT reconstruction of a segment of this STH 82 corridor.

MSA was selected to provide a corridor planning study as well as design, bidding, and construction services for the pedestrian facilities. They included a 10-foot-wide concrete multi-use path, sidewalk extensions and bike facility modifications. Urban streetscaping and landscape features were also added to this project.

MSA initially provided a corridor study to:

- Identify potential development and redevelopment opportunities along this corridor;
- Develop signage standards; and
- Identify the needs and budgets related to expanded pedestrian facilities.

MSA facilitated several public informational meetings with corridor stakeholders throughout this process.

Following the approval of the study and its components, MSA moved into design efforts. This was a complicated project as it required extensive WisDOT coordination, permits, and approvals to construct these City facilities within WisDOT right of way. The most challenging component of this process was the design and construction of both sidewalk and multi-use paths under the I90/94 overpass to service areas that were previously without access to pedestrian facilities. Extensive coordination was required with WisDOT Bureau of Structures to design these facilities without compromising the structural integrity of the overpass abutments. This solution was reached through a design that provided “big-block” gravity retaining walls, crash barrier modifications, and the construction of the necessary pedestrian features. Additionally, this project required attention to detail as these pedestrian facilities were being added along an existing corridor that was not being reconstructed. Drainage, driveway, and grading impacts were thoroughly reviewed to allow for the “best-fit” of these additional pedestrian facilities.

MSA identified early on that it would be advantageous to the City to bid this work immediately following the award of the adjacent WisDOT contract to maximize the potential to reach contractors who were already mobilized. This strategy proved successful as bid prices came in well below preliminary estimates. During construction, MSA provided construction-related services to include observation, staking, and property owner coordination. The project was completed on schedule, under budget, and with minimal impacts to adjacent landowners.

REFERENCE INFO

Rob Nelson, DPW

City of Mauston

303 Mansion Street

Mauston, WI 53948-1329

(608) 847-6676 | rnelson@mauston.com

Date Completed: July 2014



EXPERIENCE WORKING WITH THE CITY

CITY OF WAUPUN EXPERIENCE

MSA has been a partner working together with the City of Waupun since 2000 to carefully help manage City resources for the benefit of its residents. **Mike Laue has been the City Liaison throughout this entire period, so he has the historical and institutional knowledge, plus the built-in working relationships with City Staff to make this project a success.**

MSA is ready to continue to serve as that partner for this trail project. Our in-house experts have proven themselves to be leaders in providing innovative, cost-effective consulting services for similar projects and we look forward to successfully completing this important project.

Over the years, MSA has provided a wide variety of services to the City of Waupun as a part of our project work. Some of these services are as follows.

- Urban Planning
- Funding Assistance and Grants
- Tax Increment Financing
- Public Involvement
- Road and Site Design
- Utility Design (sanitary sewer and water)
- Stormwater Design
- Permitting
- Construction Services
- Environmental Investigations
- Property Acquisitions
- Mapping Services
- Property Surveying and Platting
- House Inspections
- Administration of Housing Program Grants

MSA has been a proven partner to the City of Waupun, completing project work for both the City and Waupun Utilities. Below is only a partial list of projects MSA has completed in recent years.

- 2017 Heritage Ridge Business Park
- 2017 STH 26 (S. Watertown St.) & Shaler Dr. Intersection & Access Improvements
- 2017 City Hall Service Counter Remodel
- 2016 Main Street (STH 49) Sewer & Water
- 2016 Park & Open Space Plan Update
- 2015 End of the Trail Statue Base Replacement
- 2014 Watertown St. & Bronson St. Drainage Improvement Study
- 2013 S. Grove Street Reconstruction
- 2014 Brandon St., E. Franklin St., S. Grove St. & Washington Ave. Reconstruction
- 2013 Redevelopment of Meadowview School Property
- 2012 Parking Lot Reconstruction at Community Center
- 2012 Infrastructure Improvements for New Taco Bell Development
- 2012 Traffic Signal Design at W. Main St. (STH 49) & Beaver Dam/Brandon St.
- 2011 Pleasant Ave., W. Jefferson St., River St., N. West St. and Grace St. Reconstruction
- 2011 TIF #5 Street & Utility Improvements (Shaler Dr. & Mayfair St.)
- Semi-annual Monitoring Report-City's Closed Landfills
- Demo of Badger Pallet Facility & Redevelopment into Harris Mill Park



CONSULTANT INTERVIEW RATING SHEET

FIRM _____

RATING FACTORS

1. Resources Available To Do Job	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Outlook in general, interest in work.</i>	--0--	--2--	--4--	--6--	--8--	--10--
2. Project Manager/Engineer	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>General impression, self expression, knowledge and experience, self confidence, persuasiveness.</i>	--0--	--2--	--4--	--6--	--8--	--10--
3. Current Variance (From the Management Consultant)	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Past performance meeting schedules.</i>	--0--	--2--	--4--	--6--	--8--	--10--
4. Work Load Remaining (From the Management Consultant)	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Apparent existing capacity.</i>	--0--	--2--	--4--	--6--	--8--	--10--
5. Public Involvement	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Proposal or plan, sensitivity.</i>	--0--	--2--	--4--	--6--	--8--	--10--
6. Environmental Issues	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Knowledge, background</i>	--0--	--2--	--4--	--6--	--8--	--10--
7. Right-of-Way and Utility Issues	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Knowledge, background.</i>	--0--	--2--	--4--	--6--	--8--	--10--
8. Knowledge of Job	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>What work is needed, field review, etc.</i>	--0--	--2--	--4--	--6--	--8--	--10--
9. Identify Problems	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Knowledge of problems and their approach to project challenges.</i>	--0--	--2--	--4--	--6--	--8--	--10--
10. Accommodating Public and Agency Concerns	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Indication of sincere interest in locals, the Department and agencies, and their concerns.</i>	--0--	--2--	--4--	--6--	--8--	--10--
11. Schedule	<i>Unsat</i>	<i>Margn</i>	<i>Norml</i>	<i>Above</i>	<i>Excel</i>	<i>Outst</i>
<i>Opinion of the firm's potential to complete on schedule.</i>	--0--	--2--	--4--	--6--	--8--	--10--

CHECK ONE BOX IN THE MATRIX IMMEDIATELY AFTER THE INTERVIEW AND TOTAL THE RATINGS

Rating Totals	--0--	--2--	--4--	--6--	--8--	--10--
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Summary of Rating Totals _____

RATING SCORES

10	OUTSTANDING	Exceptional, applicable in rare instances.
8	EXCELLENT	Considerably above average, definitely stands out, makes immediate impression
6	ABOVE AVERAGE	Well above average
4	NORMAL	Satisfactory
2	MARGINAL	Doesn't quite meet satisfactory standards
0	UNSATISFACTORY	Unsuitable

Interviewer Signature
