

# VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453  
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

## Department of Public Works

Date: June 15, 2020

### REQUEST FOR ENGINEERING AND CONSTRUCTION SERVICES PROPOSAL Village of Allouez 2021 Street and Utility Reconstruction Project

#### PURPOSE AND DESCRIPTION

The Village of Allouez Public Works Department is requesting proposals for the engineering and preparation of plans for the reconstruction of three streets in 2021. The street reconstruction project includes the following streets and proposed scope:

#### STREET & UTILITY RECONSTRUCTION PROJECT - AL-2021-01

- Roselawn Blvd (Riverside Dr East 1400 ft)

*The proposed project consists of the reconstruction of the street and utilities from Riverside Drive east 1400 ft. (sanitary manhole). The underground utility work will include the removal and replacement of the watermain, sanitary sewer and storm sewer. To avoid impacts and removal of trees within the median (curbed islands), the Village will review the feasibility of lining the existing sanitary sewer. The proposed utility work to also include the replacement of the laterals from the main to the property line. The proposed typical section is likely to match the existing roadway width.*

- Beaumont St (E. Greene Ave to E. Mission Rd)

*The proposed project consists of the reconstruction of 2100 ft of street and utilities from E. Greene Ave to E. Mission Rd. The underground utility work will include the removal and replacement of the watermain, sanitary sewer and storm sewer. The proposed utility work to also include the replacement of the laterals from the main to the property line. The proposed typical section is likely to match the existing roadway width.*

- Kalb St (Libal St to Termini)

*The Village will be constructing a stormwater pond south of Kalb St and east of the church this summer. Construction also includes the installation of a 48-inch storm sewer along the southside of Kalb St from Irwin St east to the pond. The installation of the storm sewer will require the removal of curb and gutter along the southside of Kalb St east of Libal St. The street will be temporarily patched until reconstructed in 2021.*

*The proposed project consists of the reconstruction of 975 ft of street and utilities from Libal St east to the street termini. The underground utility work will include the removal and replacement of the sanitary sewer along with the construction of a parallel 24" storm sewer system. The existing pvc*

*watermain installed in 1997 will remain. The proposed utility work to also include the replacement of the laterals from the main to the property line. The proposed typical section is likely to match the existing roadway width.*

A map showing the street projects is attached.

Please provide a scope of work and cost for engineering services by task per street for the project above. Based on availability, qualifications, and cost, the Village of Allouez will select a consultant to design the street projects.

The following is a schedule for undertaking this project:

- Select a consulting firm by July 13<sup>th</sup>, 2020.
- Public Works Committee and Board approval of design services on July 15<sup>th</sup> and 21<sup>st</sup>, 2020 respectively.
- Kickoff Meeting week of August 3<sup>rd</sup>, 2020
- 60% Plans due October 30<sup>th</sup>, 2020.
- Final Plans, cost estimate and special provisions due December 18<sup>th</sup>, 2020.
- Begin advertising projects the week of January 4<sup>th</sup>, 2021
- Construction summer of 2021.

#### SCOPE OF WORK

The following scope of engineering services is requested for the street reconstruction project.

#### Design Services

1. Meetings
  - a. Kickoff meeting
  - b. Review of topographic survey of street and utilities
  - c. Preliminary plan review
  - d. Final plan review
  
2. Complete a topographic survey of the street projects. The survey to include contacting diggers hotline, location and depth of the existing watermain (watermain depth not necessary), storm and sanitary sewer, location of private utilities and any easily located property corners (irons). Property and lot lines to be established from Brown County parcel mapping and any located property irons. The lateral and longitudinal limits of the survey should extend 1 shot beyond the existing property line and include the full intersection at the beginning and end of each street project.

Work to also include a condition report of the storm and sanitary sewer structures. Report form to be provided by the Village.

3. Prepare plans for the review and approval by the Village of Allouez. Review will include 60 and 90 percent plans. The plans, at a minimum, will include the following elements:
  - a. Title Sheet
  - b. General Note Sheet
  - c. Typical sections
    - i. Existing and proposed.
  - d. Construction Details
  - e. Intersection layout and Grades to be provided for on mainline plan and profile sheets.

- f. Construction Erosion Control (i.e. inlet protection, tracking pad and temp. ditch checks)
  - g. Utility Plan and Profile
    - i. Watermain
    - ii. Sanitary Sewer
    - iii. Location, size and length of services. Village to provide location, size and existing pipe material.
    - iv. Tree removal
  - h. Plan and Profile
    - i. Trunk line Storm Sewer
    - ii. Catch basin storm leads
    - iii. Property Addresses
  - i. Cross Sections (Every 50-feet)
    - i. Driveways
    - ii. Curb Termini
    - iii. Horizontal and Vertical Control Points
4. Prepare final plans, cost estimate and bid proposal. Cost estimate to be prepared using the State of Wisconsin Standard Specification for Highway and Structure Construction and the Village of Allouez Sanitary Sewer and Watermain General Specification bid items. Village to provide the 2019 cost estimates and bid proposals for reference and use.
5. Prepare project special provisions. At a minimum the special provisions to include project scope, sales tax exemption, prosecution and progress, traffic, utilities, environmental protection, any project specific permits, additional contractor responsibilities, construction staking, subgrade compaction, work by others, and any non-standard WDOT bid items. Village of Allouez to provide the specials used for the 2019 projects.
6. The Village will provide the following:
- a. Electronic or hard copy of the 2019 Street and Utility Reconstruction plans for reference purposes. Selected consultant will be provided AutoCAD drawings of the Village's title sheet, general note sheet, typical sections, utility and construction details.
  - b. The Village of Allouez will determine the horizontal location of the proposed mainline utilities (watermain, storm sewer, and sanitary sewer). Consultant to design and determine quantities.
  - c. The Village of Allouez to collect soil borings and complete a geotechnical investigation.
  - d. The Village to Allouez will provide the proposed roadway widths and pavement thickness.
  - e. The utility coordination to be completed by the Village of Allouez.
  - f. At the completion of the 60% design, the Village of Allouez to determine needed tree removal. Consultant to show tree removals on the plans.
  - g. Village of Allouez to prepare contract and publicly bid project.
  - h. Village of Allouez to submit DNR NOI.

## QUALIFICATIONS, SCHEDULE AND SELECTION

The Village of Allouez will select one consultant to complete the design of the street reconstruction project.

The proposals should include the qualifications of the proposed team members, schedule to meet project milestone dates, detailed scope of services and cost.

Selection of the engineering consultant will be based on the qualifications of the proposed team, ability to meet proposed schedule, and cost of the engineering services. The cost of the engineering services will be based on the services selected.

The Village of Allouez reserves the right to reject any and all proposals and to award the project in the best interests of the Village.

Proposals are due to the Village of Allouez, Public Works Department, 1900 Libal St., Green Bay, WI 54301 at 11:00 p.m. on July 7<sup>th</sup>, 2020.

The proposal can be emailed to [Seang@villageofallouez.com](mailto:Seang@villageofallouez.com).

Feel free to contact Sean J. Gehin, P.E., Director of Public Works if you have any questions, 920-448-2802.

AL-2021-01 Reconstruction Project Proposals

	JT Engineering	Mead & Hunt	raSmith	Robert E. Lee
AL-2021-01 Engineering Cost	\$64,893.20	\$44,800.00	\$96,401.00	\$73,400.00

2019 Street and Utility Reconstruction Cost	\$4,300,000	
2019 Street and Utility Engineering Fee	\$120,000	2.8
2021 Street and Utility Reconstruction Est. Cost	\$3,300,000	
2021 Street and Utility Engineering Budgeted Fee	\$104,000	3.2

Scoring (1-Lowest Score Possible and 5-Highest Score Possible)

Qualifications	4	4	5	4
Schedule	4	3	5	5
RFP scope	4	3	5	4
Score	12	10	15	13

July 7, 2020

**raSmith**

CREATIVITY BEYOND ENGINEERING

Engineering Design Services:

Village of Allouez

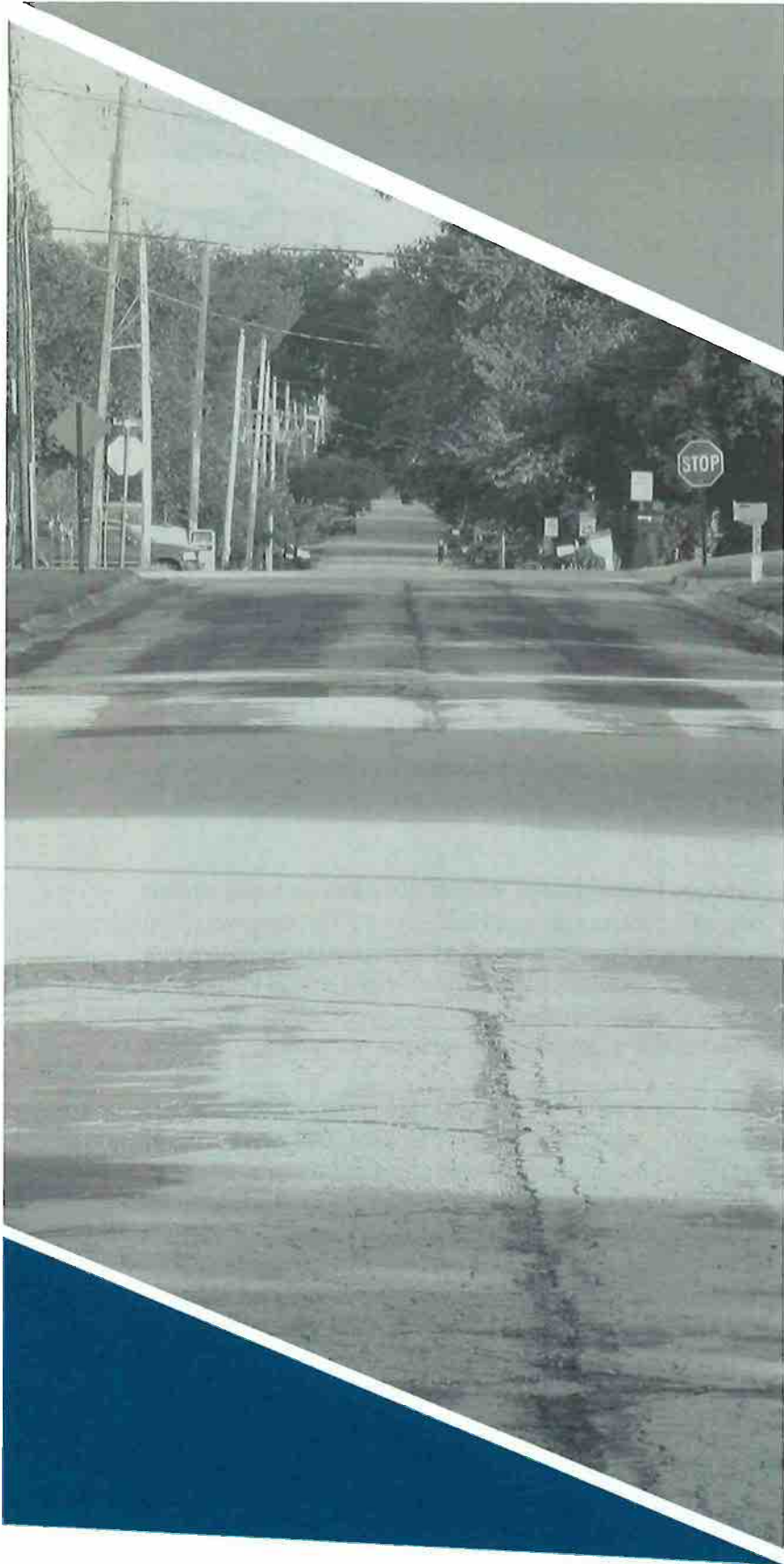
# 2021 Street & Utility Reconstruction Projects

Project # AL-2021-01

(920) 731-3499  
raSmith.com

100 West Lawrence Street, Suite 412  
Appleton, WI 54911-5754





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**raSmith**

CREATIVITY BEYOND ENGINEERING

July 7, 2020

Mr. Sean Gehin, P.E.  
Director of Public Works  
Village of Allouez  
1900 Libal Street  
Green Bay, WI 54301-2453



CREATIVITY BEYOND ENGINEERING

100 West Lawrence Street, Suite 412  
Appleton, WI 54911-5754

RE: Request for Engineering Services Proposals  
Village of Allouez 2021 Street and Utility Reconstruction Projects

Dear Mr. Gehin:

raSmith is pleased to be considered for the design of the Village of Allouez's 2021 street and utility reconstruction projects. We are excited to continue our relationship with the Village and are committed to delivering a superior quality plan to the Department of Public Works for this project. The raSmith team offers the following unmatched benefits:

- **Tailored approach — we have the Village's best interests in mind.** We will provide a design that will always have the best long-term result in mind for the Village. For example, we will provide utility and roadway plan sheets with colored utility lines and annotations. We have the preferred color scheme and annotation text style that the Village of Allouez expects to see on their plans.
- **Proven experience — we have completed these services for the Village in 2018–2019 and on many similar projects.** Our past design experience on urban reconstruction projects, including the 2019 Village of Allouez Street and Utility reconstructions, allows us to understand the project challenges and anticipate issues before they occur. We understand the Village's expectations and goals for this project. We have aided the Village in the development of their construction details and plan sheet drafting standards. Other firms cannot match our knowledge of the Village's standards and the resulting efficiencies realized in a quality plan set, estimate and bidding documents.
- **Staff availability — we are ready.** The timing for the Village's 2021 street and utility reconstruction projects perfectly aligns with the availability of our staff that completed the 2019 projects. The Village will receive the same team from the 2019 projects led by project manager Doug Senso and project engineer Scott Lietzau. Drafting technician Steve Roncke also brings his experience and knowledge of the Village's drafting standards from the 2019 projects. This team is dedicated to meeting the Village's design schedule on these projects.

The Village of Allouez's Department of Public Works needs a design team with a thorough understanding of the Village's engineering standards that is ready to meet your schedule. raSmith is that design team. We are ready to exceed your expectations on these important projects.

Sincerely,  
raSmith

Doug Senso, P.E.  
Senior Project Manager



## Firm Overview

raSmith is a multi-disciplinary consulting firm comprising civil engineers, structural engineers, land surveyors, development managers, landscape architects and ecologists. Our services are focused on our public and private sector clients' needs in design and construction including land development, site planning and design, structural engineering, municipal engineering, transportation and traffic, surveying, construction services and geographic information systems (GIS). We work on projects nationwide.

Simply stated, raSmith offers the Village of Allouez the luxury of local design professionals with the benefit of deep and varied regional experience.

### Transportation Engineering

The raSmith transportation division specializes in complex urban and rural roadway and intersection design, including traffic and safety analysis and traffic signal design.

We are very familiar with the distinctive needs and requirements of clients at both the state and local levels whether village or town, city, county or DOT. We are also very familiar with the project concerns, conflicts and challenges that arise, from design complexities to public participation and information. raSmith is listed on the Wisconsin Department of Transportation's Roster of Eligible Engineering Consultants. Specifically, raSmith's transportation division has designed more than 25 similar projects in the last 10 years. The projects shown are a sampling of similar projects for raSmith's project manager Doug Senso.



We have assembled an experienced, diverse design team to exceed the Village of Allouez's expectations for the 2021 street and utility reconstruction projects. Learn more about our design team in the following overviews and resumes.



#### Doug Senso, P.E.—Project Manager

Doug has more than 27 years of experience in the design of transportation facilities for local governments and the Wisconsin Department of Transportation (WisDOT). He is an excellent

communicator who will keep you informed on the projects' progress and issues. If issues arise, you can trust Doug to identify these early on and come to you with **solutions**.

He has successfully managed the design of several projects similar to the Village's urban street reconstruction projects including: 2019 Village of Allouez Street and Utility Reconstruction, Oneida Street in the City of Appleton, South Third Street in the City of Watertown and Sumner Street in the City of Hartford. These urban reconstruction projects required **new storm sewer and other public utility designs and details, pavement cross slopes** designed to maximize drainage and constructability, and profile adjustments to minimize bordering property impacts.

**This project experience, coupled with his work with the Village on the 2019 projects, is a perfect match for the Village of Allouez's 2021 street and utility reconstruction projects.**

Doug's commitment to quality on his projects has been recognized by the WisDOT Excellence in Highway Design Awards, winning regional awards in 2009, 2010, 2011, 2012 and twice in 2016, and statewide awards in 2010 and 2011.

Doug's estimated availability is 70% from August 2020 and forward. His current commitments include:

- STH 55, Outagamie County
- 18th Avenue, Washington County
- STH 42, Door County



**Scott Lietzau, P.E.—  
Senior Project Engineer**

Scott has over 19 years of experience with a wide variety of roadway designs including capacity expansions of freeways and interstates, new corridor alignments and urban street reconstructions. Similar to the Village of Allouez projects, Scott's Sumner Street project involved utility installations and roadway design within a constrained urban corridor. **This project was nominated for an Excellence in Urban Highway Design award in 2009.**

Scott was the design team leader on the 2019 Village of Allouez Street and Utility Reconstruction projects. He will oversee the roadway design efforts, relying on his highly diverse background to streamline the design and plan production processes while ensuring a sound design and high-quality deliverable consistent with Village standards.

Scott's estimated availability is 70% from August 2020 and forward. His current commitments include:

- Lincoln Avenue, Milwaukee County
- City of La Crosse Recondition, La Crosse County
- 18th Avenue, Washington County



**Luke Siebert, P.E.— Design Engineer**

Luke is highly qualified with 12 years of experience in transportation, site design and construction inspection for highways and bridges. His design responsibilities have included state highways, water main, storm sewer, sanitary sewer, roadways, parking lots, site grading, water quality, stormwater management and erosion control best management practices. Luke has worked closely with Doug and Scott on similar projects. He also brings his construction background to the design of this project, understanding what works in the field.

Luke's estimated availability is 75% from August 2020 and forward. His current commitments include:

- STH 55, Outagamie County
- STH 33/CTH I roundabout, Ozaukee County



**Steve Roncke—Engineering Technician**

Steve has more than 30 years of experience in the drafting and layout of all types of public works projects. His experience includes drafting and layout of sewer, water main, and highway rehabilitation and reconstruction. Steve is proficient in the use of the latest versions of AutoCAD and MicroStation. He is responsible for preparing record drawings for all of the communities that raSmith serves.

Steve drafted the utility plans for the Village of Allouez 2019 projects and will apply the same formatting to the 2021 Street and Utility Reconstruction projects.

Steve's estimated availability is 80% from August 2020 and forward. His current commitments include:

- Town of Delafield Paving Inspection
- Village of Nashotah Paving Inspection
- Village of West Milwaukee Inspection Assistance



**Shane Zodrow, PLS, P.E.—Survey Project Manager**

Shane is an important member of raSmith's experienced Survey Division. He works closely with Doug and Scott, and understands the subtleties of data collection for urban roadway reconstruction projects.

Shane will coordinate and manage the topographical and utility survey services on the Village's street reconstruction projects.

Shane has 17 years of survey and engineering experience in both the public and private sectors, including experience in most aspects of civil project development. He is responsible for all facets of survey project management.

Shane's estimated availability is 60% from August 2020 and forward. His current commitments include:

- STH 55, Outagamie County
- Misc. private site surveys and LiDAR projects (< one week at a time)

## Doug Senso, P.E. — Project Manager



Doug is an adept project manager who brings excellent communication and organizational skills to his projects, resulting in quality designs and high marks from his clients.

He brings over 27 years of experience spent on a variety of design projects, including urban and rural roadways, roundabouts, bridge and culvert replacements, and planning studies. Doug understands how to incorporate your priorities into the project, yet satisfy the needs of the oversight and permitting agencies. He has successfully managed the design of projects ranging from \$200,000 to \$12.5 million in construction costs. He uses his superior writing and presentation abilities to communicate complex technical ideas into understandable concepts in environmental and design documents and at public meetings.

### Education

B.S. Civil Engineering, Marquette University, Milwaukee, 1992  
M.S. Civil Engineering, University of Illinois at Urbana-Champaign, Urbana, 1994

### Professional Registrations

Professional Engineer: WI, IL  
Wisconsin Department of Transportation  
Certified Roundabout Designer,  
Level 1

### Professional Affiliations

Engineers Foundation of Wisconsin,  
Trustee  
Wisconsin Society of Professional  
Engineers, Fox Valley Chapter  
Institute of Transportation Engineers  
(ITE)

### Awards

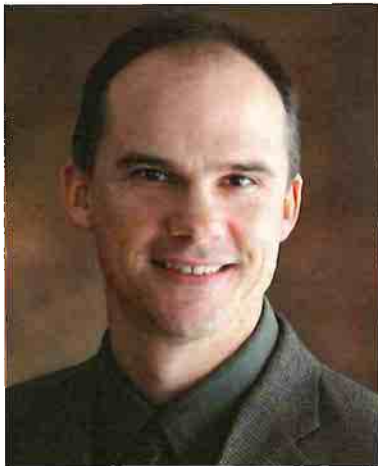
- STH 20/STH 75, Racine County
- 2016 WisDOT Excellence in Highway Design for Consultant Rural Design
- STH 26, Fond du Lac County
- 2016 WisDOT Excellence in Highway Design for Consultant Rural Design
- Calhoun Road, City of Brookfield
- 2010 WisDOT Excellence in Highway Design for Consultant Urban Design
  - 2010 APWA, Wisconsin Chapter, Public Works Project of the Year
  - 2010 ACEC of Wisconsin, State Finalist, Engineering Excellence Award

### Urban Roadway and Intersection Project Experience

18th Avenue, Washington County  
Village of Allouez 2019 Street and Utility Reconstructions, Brown County  
STH 55, Outagamie County  
STH 42, Door County  
STH 28, Sheboygan County  
STH 101, Forest County  
CTH CB/Oakridge Road Roundabout, Winnebago County  
Oneida Street, City of Appleton, Outagamie County  
CTH P/CTH PV Roundabout, Washington County  
STH 26, Fond du Lac County  
STH 145, Washington County  
STH 142 Roundabout, Racine County  
STH 32/Happy Lane Roundabout, Sheboygan County  
STH 22/STH 32 Roundabout, Oconto County  
STH 16/STH 71 Roundabout, Monroe County  
STH 23/CTH G Roundabouts, Fond du Lac County  
Calhoun Road and I-94 Bridge Replacements, Waukesha County  
STH 20/STH 75 Roundabout, Racine County  
North Central Region Wide Culvert Replacement Projects, Various Counties  
STH 60, City of Hartford, Washington County  
Packard Avenue, City of St. Francis  
South Third Street, Jefferson County  
STH 21/STH 116 Intersection, Winnebago County  
Tayco Street, Winnebago County



## Scott Lietzau, P.E. — Senior Project Engineer



### Education

B.S. Civil Engineering, University of Wisconsin-Platteville, 2001

B.S. Environmental Engineering, University of Wisconsin-Platteville, 2001

### Professional Registration

Professional Engineer: WI

### Professional Affiliations

American Society of Civil Engineers

### Continuing Education

"Freeway and Interchange Geometric Design," ITE, 2006

"Stormwater Best Management Practices," University of Wisconsin-Madison, 2004

"Introduction to MicroStation," Milwaukee Area Technical College, 2002

"Urban Street Design," University of Wisconsin-Madison, 2002

While with raSmith, Scott has gained broad experience in design and construction inspection. He has served as the design leader on complex interchange and freeway projects and is responsible for coordinating tasks and deliverables with multiple team members in various branch offices.

Scott leads the transportation division's quality assurance program at raSmith as our technical services leader and brings this detailed approach to the Village of Allouez's 2021 Street and Utility Reconstruction Projects. He is one of our technical design experts.

### Roadway Design

18th Avenue, Washington County

Village of Allouez 2019 Street and Utility Reconstructions, Brown County

I-94, Jefferson County

STH 101, Forest County

STH 42, Door County

I-39/90, Rock County

North Central Region Wide Culvert Replacements, Various Counties

I-794 (Hoan Bridge), Milwaukee County

CTH T, Marinette County

STH 26 (Fort Atkinson Bypass), Jefferson County

STH 26 (Watertown Bypass), Jefferson/Dodge Counties

STH 32, Bayside, Milwaukee County

STH 21/STH 116 Intersection, Winnebago County

STH 60, City of Hartford, Washington County

### Construction Management

STH 26, Rosendale, Fond du Lac County: one-mile, two-lane divided and undivided urban reconstruction.

STH 32/Sheridan Road, Kenosha, Kenosha County: concrete pavement, storm sewers, grading, traffic signals and lighting.

I-94 and CTH SS, Pewaukee, Waukesha County: concrete pavement, curb and gutter, sidewalks, crushed aggregate, open grade base course, storm sewer, retaining walls, pavement marking and signing.

### Safety Study

STH 33/CTH I Road Safety Audit, Ozaukee County: intersection safety study documenting existing conditions, traffic volumes and crashes with short- and long-term improvement recommendations.

## Luke Siebert, P.E. — Design Engineer



### Education

B.S. Civil Engineering, Transportation  
Emphasis, Marquette University, 2004  
Dale Carnegie Course Graduate, 1999

### Professional Registration

Professional Engineer: WI

### Professional Certifications

Aggtec-I  
PCCTEC-I  
HMA-IPT  
Certified Soil Erosion Inspector  
Transportation Materials Sampling  
(TMS)

### Professional Affiliation

American Society of Civil Engineers

### Continuing Education

NASECA-WI Construction Site Erosion  
Control & Stormwater Permit  
Compliance Training  
10-Hour OSHA Training for Construction

Luke is well qualified with 12 years of experience in transportation, site design and construction inspection for highways and bridges. Luke's design responsibilities have included state highways, water main, storm sewer, sanitary sewer, roadways, parking lots, site grading, water quality, stormwater management and erosion control best management practices. His construction responsibilities have included construction inspection, contract administration, project documentation, material sampling, material testing and survey.

### Roadway Design

STH 101, Forest County  
STH 42, Door County  
STH 55, Outagamie County  
STH 32, Oconto County  
STH 32, Pulaski to STH 22, Oconto County  
USH 8/STH 141, Marinette County

### Site Design

Aurora Medical Center, Town of Summit  
Aurora Medical Center, Village of Grafton  
Aurora Health Center, Village of Jackson  
Laurel Highlands High School, North Union Township, Fayette County, PA  
The Esplanade Mall Maintenance Plans, City of Kenner, LA  
CVS Pharmacy, City of Middleton

### Construction

STH 44, Ripon City Limits to Fond du Lac County Line, Fond du Lac County  
STH 15, STH 15 and Casaloma Intersection, Outagamie County  
I-41, CTH Y, GG & G Overpasses, Winnebago County  
I-43, South County Line to STH 42, Sheboygan County  
USH-41 Majors-STH 26 Interchange, Winnebago County  
USH-41-Suamico to Abrams, Brown and Oconto Counties  
I-43-Manitowoc River Bridge to STH 96, Manitowoc and Oconto Counties  
Pioneer Road, Meeme River Bridge, Manitowoc County  
USH-41-STH 15 to CTH J, Outagamie County  
Stormwater and Erosion Control, Winnebago and Calumet Counties

## Steve Roncke — Engineering Technician



### Education

A.A., Civil Engineering Technology,  
Milwaukee Area Technical College,  
1986

### Professional Affiliations

Milwaukee Area Technical College  
Advisory Board  
Trustee on the Hale Park Water Trust  
Member of City of Muskego Board of  
Review and other City committees

Steve has more than 30 years of experience in the drafting and layout of all types of public works projects. His experience includes the drafting and layout of sewer, water main, and highway rehabilitation and reconstruction. Steve has also served in a construction observation role for many of the recent projects he's designed, giving him valuable perspective on design and construction techniques.

Steve is proficient in the use of the latest versions of AutoCAD and MicroStation. He is responsible for the quality control of all projects that leave the office and prepares record drawings for all of the communities that raSmith serves.

### Project Experience

Village of Allouez 2019 Street and Utility Reconstructions, Brown County  
St. Francis 2018 & 2019 Street and Utility Reconstructions, Milwaukee County  
Village of West Milwaukee 2019 Street and Utility Reconstructions, Milwaukee County — Design and Construction Inspection  
Village of Nashotah Annual Road Improvement Program (2013 to present) — Design and Construction Inspection  
Town of Delafield Annual Road Improvement Program (2013 to present) — Design and Construction Inspection  
Drexel Avenue Reconstruction, Oak Creek  
Town of Raymond, 2013 Road improvement Program Hilltop Sanitary Sewer, Germantown  
Franksville Interceptor Sewer, Caledonia Quick Drive Sanitary Sewer, Caledonia  
Hoods Creek Lift Station and Force Main, Caledonia Prairie Crossing Sanitary Sewer Relay, Caledonia Maple Avenue, Town of Delafield  
STH 26 (Fort Atkinson Bypass), Jefferson County  
STH 59 Bypass Design, City and Town of Waukesha  
CTH ES (National Avenue), Waukesha County  
STH 164 Reconstruction, Waukesha County  
STH 175 Reconstruction, Fond du Lac County  
CTH C Reconstruction, Racine County  
STH 181 Rehabilitation, City of Milwaukee



## Shane Zodrow, PLS, P.E. — Survey Project Manager



### Education

B.S. Civil Engineering, Magna cum Laude,  
University of Wisconsin-Milwaukee,  
2005

### Professional Registrations

Professional Land Surveyor: Wisconsin,  
Number S-2869  
Professional Engineer: Wisconsin,  
Number E-40471

### Courses Instructed

Civil Engineering – Surveying, UWM  
School of Continuing Education,  
2018–Present  
Surveying (CE Refresher Course), UWM  
School of Continuing Education,  
2016–Present

### Professional Affiliations

Wisconsin Society of Land Surveyors  
National Society of Professional Surveyors  
American Society of Civil Engineers

### Awards

2016 - ACEC-WI Leadership Institute  
2008 - 3rd Place, WSLs Annual Map/Plat  
Competition  
2007 - 2nd Place and 3rd Place, WSLs  
Annual Map/Plat Competition

### Publications

"(The Need For) The Changing Face of  
Surveying Education," Wisconsin  
Professional Surveyor, June 2007

### Presentations

"UAS in Conventional Survey Projects,"  
2019 WSLs Institute  
"Advanced Survey Technology," 2016  
ASCE WI Technical Conference  
"3D Modeling for Infrastructure," 2014  
WSLs Institute  
"LiDAR Data Scanning – Data Collection  
and Real World Uses," 2014 WSLs  
Institute  
"3D Scanning and Modeling for Freeway  
Interchange Design," 2011 TRB  
Visualization in Transportation

Shane has 17 years of survey and engineering experience in both the public and private sectors, including experience in most aspects of civil and infrastructure project development. Both field and office experience include areas such as computer aided drafting, surveying, construction layout, engineering design, construction inspection, LiDAR scanning and 3D modeling. Most recently, Shane has been responsible for all facets of survey project management. Shane is also an adjunct instructor at the UW-Milwaukee School of Continuing Education.

Shane has field experience utilizing the latest survey technology including GPS, robotic total station and LiDAR scanning equipment. Shane also has extensive office experience creating and coordinating deliverables utilizing various software platforms, including unmanned aircraft systems, LiDAR scanning, and 3D modeling for construction. Survey projects have ranged from boundary, ALTA/NSPS Land Title, land subdivision, certified survey map, easement/property exhibits, legal descriptions, topographic, engineering, as-built, construction staking, electric/gas utility, hydraulic, right-of-way, 3D modeling and LiDAR scanning surveys. Shane also contributed to the development of ATC's Ground Based LiDAR for Substations Guide.

### Topographical and Utility Surveys

STH 101, Forest County  
STH 55, Outagamie County  
18th Avenue, Washington County  
I-94 N-S Freeway, Milwaukee/Racine/Kenosha Counties  
I-94 Aerial targeting, Dane/Jefferson/Waukesha Counties  
Zoo Interchange, Milwaukee County  
Hoan Bridge and Lake Freeway, Milwaukee County  
Mitchell Interchange, Milwaukee County

### Bridge Rehabilitation Surveys

STH 20 Willow Road/UPRR Bridges, Racine County  
STH 181, Milwaukee County  
STH 36, Racine County

### Right-of-Way Plat Development

STH 55, Outagamie County  
STH 28/CTH EE, Sheboygan County  
Calhoun Road, Waukesha County  
STH 50 200-Plus parcel TPP, Kenosha County  
Emmertsen Road, Racine County  
CTH K, Kenosha County US-12, Sauk County  
STH 47, Outagamie and Shawano Counties

### Land Development & Boundary Survey

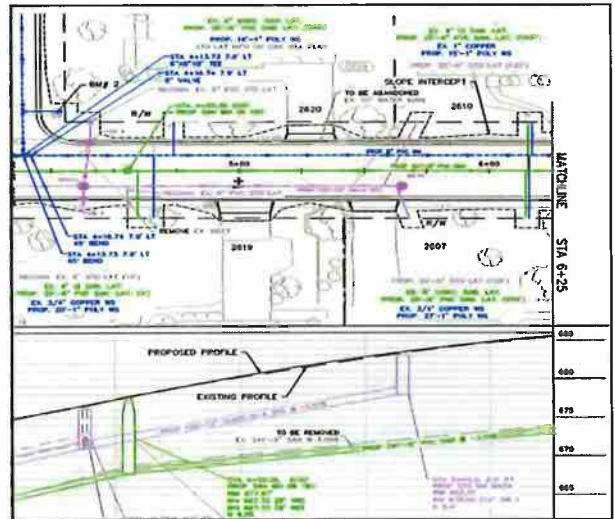
ALTA/NSPS Land Title Survey coordination and peer review for healthcare facility development projects in multiple states  
Kindred Hearts assisted living complex ALTA survey, Dane County  
Hidden Lake Park conventional and UAS topographic survey, Waukesha County  
Salem Business Park engineering and land division survey, Kenosha County

## 2019 Street & Utility Reconstruction Projects, Village of Allouez

raSmith Manager: Doug Senso



raSmith provided street design, utility design and limited surveying services for the reconstruction of Oakwood Avenue, E. Oakhill Drive, E. Summit Street, Longview Avenue and W. St. Joseph Street in the Village of Allouez in 2018–2019. These projects included the removal and replacement of the existing pavement, curb and gutter, sanitary sewer, water main, storm sewer and laterals. New sidewalk and curb ramps were included on the Longview Avenue reconstruction.



This project included plans with color utility lines developed as the Village of Allouez’s new drafting standard. This color scheme and text annotation style is required on the 2021 projects for consistency. The raSmith design team worked closely with new Village staff to **develop design and drafting standards** and completed the design (210 plan sheets) of these \$3.3 million construction projects in **just 3.5 months**. During construction, the contractor commented on the high quality of the design plans.

## Oneida Street Reconstruction, City of Appleton

raSmith Manager: Doug Senso



raSmith designed this \$6 million urban reconstruction of a 1.1-mile section of Oneida Street that begins just south of Hoover Avenue and continues to the Skyline Bridge in the City of Appleton. Oneida Street is a four-lane urban roadway that connects STH 441 to downtown Appleton. The concrete pavement on Oneida Street was deteriorating quickly and beyond routine maintenance repairs. Its pedestrian facilities were below current standards, and there were no bicycle accommodations.

This project included a new concrete pavement. **Similar to the Village of Allouez’s street reconstruction projects, the Oneida Street improvements consisted of replacing the storm sewer system, pavement, and curb and gutter in a tight urban environment**, and enhancing the overall operations and safety of the roadway. Additionally, five signalized intersections were upgraded with new traffic signal installations.



## South Third Street, City of Watertown

raSmith Manager: Doug Senso



Similar to the Village of Allouez's street reconstruction projects, this \$2.4 million urban reconstruction project included 0.5 miles of South Third Street and 0.3 miles of five side streets between South Third Street and South Fourth Street in the City of Watertown.

The project's challenges included slightly widening the roadway within the existing right-of-way while preserving nearly two-thirds of the terrace trees. Aesthetic treatments such as decorative street lighting and brick paver terraces

were incorporated in the design of the project. Additionally, numerous Phase 2 hazardous material sites were present. Like the Village's street reconstructions, a new storm sewer system was designed to minimize utility relocations and accommodate future system upgrades by the City. Water main and sanitary sewer plans were also included in the design of the project. Finally, sidewalks and curb ramps were designed and installed to meet ADA standards.

## Sumner Street (STH 60), City of Hartford

raSmith Manager: Doug Senso



Downtown Hartford's main thoroughfare, Sumner Street (STH 60) was constructed in 1963 and sorely in need of replacement to meet current safety and capacity requirements. raSmith completed the design for the reconstruction of this 1.1-mile, two-lane urban roadway to a four-lane urban roadway through the heart of the City of Hartford.

The project's primary challenge was to meet the future capacity and safety needs of the main arterial of the City while minimizing impacts and disruptions to residents and businesses along the route. Locating the new storm sewer system into a crowded right-of-way corridor that included up to three sanitary sewer lines and three water mains was another major challenge. raSmith designed a four-lane roadway cross section within the existing


constrained corridor with minimum right-of-way acquisition by working with the City to consolidate numerous public utility lines. To improve the slope of driveways and minimize impacts to front yards, raSmith designed a unilateral cross slope along a portion of the roadway. This technique may be utilized to address similar issues on the Village of Allouez's street reconstruction projects. raSmith also enhanced the aesthetics of the corridor by incorporating colored crosswalks, decorative lighting and landscaping into the design.

This project was nominated by the WisDOT SE Region for the 2009 Excellence in Highway Design for Urban Roadway Design Award.

# Project Schedule

## Village of Allouez 2021 Street and Utility Reconstruction Design Schedule

Task	2020												2021					
	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	
Notice to Proceed <sup>1</sup>																		
Kickoff Meeting <sup>2</sup>																		
Topo/Utility Survey																		
Topo & Utility Survey Meeting <sup>3</sup>																		
Preliminary Design																		
60% Preliminary Plan Submittal <sup>4</sup>																		
60% Preliminary Plan Review Meeting <sup>5</sup>																		
Final Design																		
90% Plans, Special Provisions & Estimates <sup>6</sup>																		
90% Plan Review Meeting <sup>7</sup>																		
Final Plan Submittal <sup>8</sup>																		
Advertise Project <sup>9</sup>																		
Construction																		

 Milestone Date

- <sup>1</sup> August 3, 2020
- <sup>2</sup> August 6, 2020
- <sup>3</sup> August 24, 2020
- <sup>4</sup> October 30, 2020 (suggest moving to October 16 for additional review and final plan preparation time)
- <sup>5</sup> November 13, 2020 (suggest moving up to November 2)
- <sup>6</sup> November 27, 2020
- <sup>7</sup> December 11, 2020
- <sup>8</sup> December 18, 2020
- <sup>9</sup> Week of January 4, 2021

# Project AL-2021-01 (1 of 3)

## PROJECT AL-2021-01 (1 of 3)

ROSELAWN BOULEVARD SCOPE (1,400 ft)	STAFF TYPE AND BILLING RATES						Fee
	Project Manager \$158.00	Project Engineer \$118.00	Design Engineer \$95.00	Technician \$85.00	Surveyor \$95.00		
Utility Field Survey and Office Drafting	0	0	0	0	70	\$6,650.00	
Utility Structure Inspection Reports	1	0	15	0	0	\$1,583.00	
Plan Preparation (noted scales are 1"=17')							
Title Sheet	0	0.5	2	2	0	\$419.00	
General Notes	0.5	0.5	2	2	0	\$498.00	
Typical Sections [1 sheet]	0.5	1	2	2	0	\$557.00	
(1) Construction Details [5 sheets]	0.5	2	6	8	0	\$1,565.00	
(2) WisDOT Standard Detail Drawings [10 sheets]	0.5	2	4	4	0	\$1,035.00	
Erosion Control [2 sheets at 40-scale, stacked views]	0.5	2	6	8	0	\$1,565.00	
(3) Utility Plan and Profile [4 sheets at 40-scale]	1	8	20	44	0	\$6,742.00	
(4) Roadway Design / Plan and Profiles [3 sheets at 40-scale]	2	6	24	26	0	\$5,514.00	
(5) Corridor Modeling / Cross Sections [20 sheets at 2/5 scale]	1	8	40	8	0	\$5,582.00	
60% Level Quantities and Cost Estimate	0.5	1	4	2	0	\$747.00	
90% Level Quantities and Cost Estimate	0.5	2	6	2	0	\$1,055.00	
(6) Bid Proposal	0.5	2	0	0	0	\$315.00	
* Kickoff Meeting	3	3	0	0	0	\$828.00	
* Topo / Utility Review Meeting	3	3	0	0	0	\$828.00	
* 60% Review Meeting	3	3	0	0	0	\$828.00	
* 90% Review Meeting	3	3	0	0	0	\$828.00	
Hours by Staff Type	21	47	131	108	70	377	
<b>Total Roselawn Boulevard Fee</b>						<b>\$37,139.00</b>	

Notes:

- (1) Assumes same number and similar details to AL-2019-01 plans plus any new details provided by Village.
- (2) Assumes same number and similar details to AL-2019-01 plans.
- (3) Assumes Village provides design markings, reSmith to CAD in sheets, use colored utility lines and annotations from AL-2019-01 plans. Separate sheet for inlet lead profiles.
- (4) Includes color storm trunk line in plan view only.
- (5) Show existing R/W and existing buried utility ticks.
- (6) Assume prepared by Village using WisDOT standard specs and Village utility specs. Consultant to provide special provision item language.
- \* Assumes each meeting includes all project streets



# Project AL-2021-01 (2 of 3)

## PROJECT AL-2021-01 (2 of 3)

BEAUMONT STREET SCOPE (2,100 ft)	STAFF TYPE AND BILLING RATES					Fee
	Project Manager \$158.00	Project Engineer \$118.00	Design Engineer \$95.00	Technician \$85.00	Surveyor \$95.00	
Utility Field Survey and Office Drafting	0	0	0	0	82	\$7,790.00
Utility Structure Inspection Reports	1	0	20	0	0	\$2,058.00
Plan Preparation (noted scales are 11x17)						
* Title Sheet	0	0	0	0	0	\$0.00
* General Notes	0	0	0	0	0	\$0.00
Typical Sections [1 sheet]	0.5	1	1	2	0	\$462.00
* (1) Construction Details [5 sheets]	0.5	0	0	0	0	\$79.00
* (2) WisDOT Standard Detail Drawings [10 sheets]	0	0	0	0	0	\$0.00
Erosion Control [2 sheets at 40-scale, stacked views]	0.5	2	6	8	0	\$1,565.00
(3) Utility Plan and Profiles [5 sheets at 40-scale]	1	10	28	46	0	\$7,908.00
(4) Roadway Design / Plan and Profiles [4 sheets at 40-scale]	2	8	32	28	0	\$6,680.00
(5) Corridor Modeling / Cross Sections [30 sheets at 2/5 scale]	1	10	70	12	0	\$9,008.00
60% Level Quantities and Cost Estimate	0.5	1	4	4	0	\$917.00
90% Level Quantities and Cost Estimate	1	2	6	6	0	\$1,474.00
(6) * Bid Proposal	0	0	0	0	0	\$0.00
* Kickoff Meeting	0	0	0	0	0	\$0.00
* Topo / Utility Review Meeting	0	0	0	0	0	\$0.00
* 60% Review Meeting	0	0	0	0	0	\$0.00
* 90% Review Meeting	0	0	0	0	0	\$0.00
Hours by Staff Type	8	34	167	106	82	397
<b>Total Beaumont Street Fee</b>						<b>\$37,941.00</b>

Notes:

- (1) Assumes same number and similar details to AL-2019-01 plans plus any new details provided by Village.
- (2) Assumes same number and similar details to AL-2019-01 plans.
- (3) Assumes Village provides design markups, raSmith to CAD in sheets, use colored utility lines and annotations from AL-2019-01 plans. Separate sheet for inlet lead profiles.
- (4) Includes color storm trunk line in plan view only.
- (5) Show existing R/W and existing buried utility ticks.
- (6) Assume prepared by Village using WisDOT standard specs and Village utility specs. Consultant to provide special provision item language.

\* Included in overall project AL-2021-01 plan set effort



# Project AL-2021-01 (3 of 3)

## PROJECT AL-2021-01 (3 of 3)

KALB STREET SCOPE (975 ft)	STAFF TYPE AND BILLING RATES					Fee
	Project Manager \$158.00	Project Engineer \$118.00	Design Engineer \$95.00	Technician \$85.00	Surveyor \$95.00	
** Utility Field Survey and Office Drafting	0	0	0	0	40	\$3,800.00
Utility Structure Inspection Reports	0	0	5	0	0	\$475.00
Plan Preparation (noted scales are 1:1x17)						
* Title Sheet	0	0	0	0	0	\$0.00
* General Notes	0	0	0	0	0	\$0.00
Typical Sections [1 sheet]	0.5	1	1	2	0	\$462.00
* (1) Construction Details [5 sheets]	0.5	0	0	0	0	\$79.00
* (2) WisDOT Standard Detail Drawings [10 sheets]	0	0	0	0	0	\$0.00
Erosion Control [1 sheet at 40-scale, stacked views]	0.5	2	4	6	0	\$1,205.00
(3) Utility Plan and Profile [3 sheets at 40-scale]	1	6	20	35	0	\$5,741.00
(4) Roadway Design / Plan and Profiles [2 sheets at 40-scale]	2	6	20	16	0	\$4,284.00
(5) Corridor Modeling / Cross Sections [12 sheets at 2/5 scale]	1	8	26	6	0	\$4,082.00
60% Level Quantities and Cost Estimate	0.5	1	2	2	0	\$557.00
90% Level Quantities and Cost Estimate	1	1	2	2	0	\$636.00
(6) * Bid Proposal	0	0	0	0	0	\$0.00
* Kickoff Meeting	0	0	0	0	0	\$0.00
* Topo / Utility Review Meeting	0	0	0	0	0	\$0.00
* 60% Review Meeting	0	0	0	0	0	\$0.00
* 90% Review Meeting	0	0	0	0	0	\$0.00
Hours by Staff Type	7	25	80	69	40	221
<b>Total Kalb Street Fee</b>						<b>\$21,321.00</b>

Notes:

- (1) Assumes same number and similar details to AL-2019-01 plans plus any new details provided by Village.
  - (2) Assumes same number and similar details to AL-2019-01 plans.
  - (3) Assumes Village provides design markings, raSmith to CAD in sheets, use colored utility lines and annotations from AL-2019-01 plans. Separate sheet for inlet lead profiles.
  - (4) Includes color storm trunk line in plan view only.
  - (5) Show existing ROW and existing buried utility ticks.
  - (6) Assume prepared by Village using WisDOT standard specs and Village utility specs. Consultant to provide special provision item language.
- \* Included in overall project AL-2021-01 plan set effort  
 \*\* Kalb Street pond survey fee (if authorized) = \$2,500

PROJECT AL-2021-01 FEE SUMMARY	
Roselawn Boulevard	\$37,139.00
Beaumont Street	\$37,941.00
Kalb Street	\$21,321.00
<b>Total</b>	<b>\$96,401.00</b>
Kalb Street Pond Survey (if authorized)	\$2,500.00
<b>Total with Pond Survey</b>	<b>\$98,901.00</b>



**Robert E. Lee & Associates, Inc.**  
Engineering • Surveying • Environmental Services

1250 Centennial Centre Boulevard • Hobart, WI 54155 • 920-662-9641 • www.releeinc.com

July 7, 2020

Mr. Sean Gehin, P.E., Director of Public Works  
VILLAGE OF ALLOUEZ  
Public Works Department  
1900 Libal Street  
Green Bay, WI 54301

RE: Engineering and Construction Services Proposal  
2021 Street and Utility Reconstruction Project

Dear Mr. Gehin:

Thank you for the opportunity to provide this proposal for professional services on Roselawn Boulevard, Beaumont Street, and Kalb Street in the Village of Allouez. This proposal is based upon your request for proposal, dated June 15, 2020, and our understanding of the project. We value the relationship we have developed with Allouez and look forward to continuing work with the Village.

REL was established in 1956, and is a full-service consulting firm specializing in civil and environmental engineering, surveying, and natural resource services. Currently, REL has approximately 60 employees at our office located in the Village of Hobart. A major focus of our business is servicing the public sector, and we pride ourselves on the many lasting relationships we have developed with municipalities throughout northeast Wisconsin. Our mission is "Quality-First" with a dedication to long-term relationships created through listening to our client's needs and providing a high-quality and timely product.

We provide design and construction engineering services for many communities similar to the Village of Allouez. We regularly complete major construction projects, as well as assist in day-to-day activities based on a municipality's need. Staff assists with capital improvement planning, project estimating, reviewing site and storm water plans, permitting, providing survey, environmental and ecological assistance, and delivering technical support to staff of each community. We work to create and maintain a personal partnership between our client and an REL project manager.

Our team for the Village of Allouez will include many familiar faces. Lee Novak, P.E. will lead the design efforts for REL as the project manager and main point of contact for the Village. Lee is a Senior Project Manager with nearly 40 years of municipal engineering experience, and once served as the Director of Public Works in Allouez. Lee's experience provides endless value to the

July 7, 2020

Mr. Sean Gehin, P.E., Director of Public Works  
VILLAGE OF ALLOUEZ

Page 2

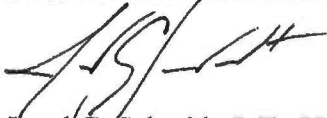
Village, providing the knowledge that the project lead is an expert in street reconstruction. Jared Schmidt, P.E., V.P. will serve as client manager, provide QA/QC, and project oversight. Jim Westerman, P.L.S. will lead our survey team with 30 years of experience. Jennifer Liimatta, P.E. will assist Lee with the detailed design and plan development. Jennifer has seven years of transportation, site, and storm water design experience. Ryan Trzinski, P.E. will provide support during design and a constructability review. Ryan is our Construction Manager with over ten years of experience in transportation and municipal engineering. Both Jennifer and Ryan are very versed in the WisDOT plan production process, having both completed WisDOT projects, and also working closely through the local road improvement program, which follows general WisDOT design processes. Laura Pavelski will provide drafting services in a format familiar to the Village of Allouez.

REL will provide the design plans on or before the Village's requested dates, as generally presented in the included schedule. We will do this by staggering the street submittals, which will allow the Village staff more time to review each design, and allowing for continuous feedback to ensure a comprehensive and thorough design. This process will increase the efficiency of the design development process, versus delivering the full project at once. We also have a firm understanding of the expectations of the plan production requirements for the Village, having recently conducted a number of projects for the Village including providing construction observation and staking for the 2019 streets project, completing design development for Blackhawk Drive, and assisting with plan production for 2020 projects (Claude Allouez Terrace and alley repaving, St Mary's CIPP and lateral replacement plans).

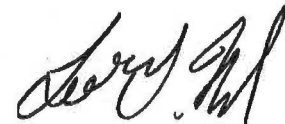
Our more than 60 years of corporate experience coupled with our talented staff has helped promote an efficient project-execution style. This project execution is reinforced by our thorough communication standard, and our ability to listen to the needs of our clients and the community. We are confident that based upon our experience and overall project approach, you will find our team is the most qualified to work with the Village of Allouez to complete your 2021 Street and Utility Reconstruction Project. We look forward to working with the Village on your upcoming municipal project. If you have any questions or need additional information, please contact us at (920) 662-9641.

Sincerely,

ROBERT E. LEE & ASSOCIATES, INC.



Jared G. Schmidt, P.E., V.P.  
Civil/Municipal Engineering Manager



Lee G. Novak, P.E.  
Sr. Project Manager

JGS/LGN/NJM

ENC.

## Scope of Services

The Village of Allouez is seeking a consultant to complete the engineering design of Roselawn Boulevard from Riverside Drive east 1,400 feet, Beaumont Street from E. Greene Avenue to E. Mission Road, and Kalb Street from Libal Street to termini. Design will include reconstruction of the utilities and streets as generally presented in the schedule following this section.

### DESIGN

We propose that REL's design phase for this project will include the following:

- Kickoff meeting: introduce design team and Village staff working on 2021 project.
- Conduct topographic survey sufficient to design the project. Survey will include items identified with the RFP dated June 15, 2020. Jim will contact Digger's Hotline (once Allouez communicates approval) and schedule the appropriate survey crews to complete the field survey.
- Map topo for the base of the plans.
- Identify right-of-way based on available county GIS mapping, including easy field-locatable property irons.
- Prepare street reconstruction plans. Lee and Jennifer will collaborate throughout the design process, to execute detailed design and coordination with the Village.
- Establish horizontal and vertical alignment for Village review and confirmation.
- Complete storm water modeling for storm sewer sizing. Sizing will be done to confirm existing utilities are adequately sized for contributing drainage basins.
- Prepare sanitary sewer, water main, and storm sewer plans, including laterals to the property line. Laura will provide drafting services in a format familiar to the Village of Allouez based upon plans provided by the Village. Sanitary sewer improvement may include lining, specifically on Roselawn to preserve trees within the street boulevard area.
- Review preliminary plans with the Village.
- Develop cross sections throughout the length of the project at 50-foot intervals and at each driveway. Strive to design a standard crown (as applicable) for the various streets. Review and improve driveway transitions as practical.
- Develop final construction plans, details, specifications, and quantities. Though Ryan is available at any time, it is during the final construction plans that we anticipate his attention. His construction and transportation expertise will help facilitate our constructibility and specification review.
- Review final plans with the Village.
- Final QA/QC review.
- Provide an Engineer's estimate of probable construction costs using the State of Wisconsin Standard Specification for Highway and Structure Construction and the Village of Allouez Sanitary Sewer and Watermain General Specification bid items.
- Prepare applicable project specifications/standard provisions.



# Scope of Services

## OWNER RESPONSIBILITY

We propose the Owner's responsibility's are as follows:

- Determine the horizontal location of the proposed mainline utilities.
- Collect soil borings and complete a geotechnical investigation.
- Provide televising report for site public utilities.
- Provide the proposed roadway widths and pavement thickness.
- Coordinate the project with private utilities and impacted property owners.
- Determine needed tree removal.
- Prepare contract and publicly bid project.
- Coordinate project with WDNR, Brown County, and apply for applicable permits.
- Provide the project special provisions.

## PROJECT COST

REL proposes to complete the design phase, including topographic survey and engineering design, and up to four meetings as noted previously, and as requested within the Request For Proposals, dated June 15, 2020, for a lump sum of \$73,400.

REL is excited to work with Village on this 2021 Street and Utility Reconstruction Project, and feel that we have assembled a dynamic and experienced team that will provide an effective design at a tremendous value to the Village. Our team includes an engineer that will facilitate the detailed design who has 40 plus years of experience, including experience working as the Village of Allouez's DPW. One of our firm's principals, who acts as client liaison, is an Allouez resident and takes tremendous pride in the community and helping move the Village forward. Detailed design will be completed by detail-oriented surveyors, engineers, and technicians who are dedicated to doing quality work. REL thoroughly understands the expectations of the Village, and our entire team is appreciative of the opportunity to grow our relationship with the Village of Allouez.











## Jared G. Schmidt, P.E.

Vice President  
Civil/Municipal Manager

### Experience

17 years experience in civil engineering covering the following areas of expertise:

- Municipal engineering
- Site & storm water plan design
- Storm water management design & permitting
- Waterway analysis & design
- Site & recreational design & planning
- Material dredging
- Federal, state, and local agency permitting

### Municipal Engineering

Project manager for the design and construction of sanitary sewer, lift stations, water main, storm sewer facilities, material dredging, street and roadway cross sections; development of plans, specifications and necessary contract documents for bidding purposes; coordination between owner, contractor and construction observer. Coordination of public involvement meetings and information for municipal board meetings. Work also includes site design of residential developments, commercial building sites, parking lots, park and recreational areas. Project examples include:

- Blackhawk Drive, Allouez, WI
- Tulip Trail, Gardenia Drive, Golden Gate Drive, Little Chute, WI
- East Industrial Park, Kiel, WI
- TID Planning and creation, Hobart, Florence County, Pulaski, WI
- Crivitz Drainage Improvements, Crivitz, WI
- 83rd Street & 90th Avenue, Pleasant Prairie, WI

### Centennial Centre at Hobart, Village of Hobart, WI

- Sanitary sewer construction of 12,500 lf of 8"-18" sanitary sewer
- Water main construction of 12,000 lf of 8"-12" water mains,
- Storm sewer construction of 10,000 lf of 12"-36" storm sewer with corresponding laterals for servicing the multi-use development.
- Design of a four-lane boulevard, concrete roadways, roundabout, regional storm water management plan, detailed streetscaping, and design of private decorative lighting system

### Storm Water Management Design

Regional facility designs included the development of regional storm water Best Management Practices (BMPs) for previously or newly developed areas. Identification of complete drainage basins, land uses, storm sewer conveyance systems, and site soils to design site specific BMPs. Regional ponds or other BMPs are then designed and evaluated for storm water quality and quantity impact. Project examples include:

- "The Woods" Golf Course Storm Water Pond, Green Bay, WI
- Centennial Centre at Hobart Regional Storm Plan, Hobart, WI
- Fochs Trails, Hilbert, WI
- Rockville Heights, Kiel, WI
- Glen Kent Estates, Howard, WI
- Pulaski School District Pond Retrofit, Pulaski, WI

### Education

Marquette University  
Bachelor of Science  
Civil Engineering, 2003

### Registrations

Professional Engineer  
Wisconsin

### Professional Organizations

American Society of Civil Engineers  
Fox Wolf Watershed Alliance, Past President  
FWWA Conferences, Planning team  
Northeast Wisconsin Storm Water Consortium  
Brown County Home Builders Association,  
Government Affairs Chairman  
Preble Optimist Member

### Continuing Education

Dam break analysis using HEC-RAS  
Source Loading and Management Model  
(SLAMM)  
P8 urban catchment model  
Post-construction storm water management  
Construction erosion control  
Phase II storm water regulation and compliance  
Docks and marinas





## Lee G. Novak, P.E.

*Civil/Municipal Sr. Project Manager*

### **Experience**

40 years experience in civil engineering covering the following areas of expertise:

- *Municipal engineering*
- *Sanitary sewer system design*
- *Water main system design*
- *Funding applications & administration*
- *Tax Increment Finance (TIF) Districts*
- *Contract Administration Services*

### **Municipal Engineering**

Design of sanitary sewer, lift stations, water main, storm sewer facilities, street and roadway cross sections; development of plans, specifications and necessary contract documents for bidding purposes; coordination between owner, contractor and construction observer. Coordination of public involvement meetings and information for municipal board meetings. Work also includes site design of residential developments, commercial building sites, parking lots, park and recreational areas. Project examples include:

- *STH 32, Village of Pulaski*
- *STH 160, Village of Pulaski*
- *Main Street Enhancement, Village of Luxemburg*
- *Various streets, Village of Pulaski*
- *STH 47, Village of Black Creek*

### **Sanitary Sewer System Design**

Design and construction of multiple extensive sanitary sewer, forcemain and interceptor projects. Work includes planning for future sewer service areas, design and installation of integral valve vault lift stations and grinder pumps, and development of specifications, plans and estimates for construction project.

Project examples include:

- *Beaver Dam Creek & West Tower Drive Interceptors - Green Bay Metropolitan Sewerage District*
- *Duck Creek Interceptor, North Leg, Villages of Hobart and Howard*
- *New sanitary system install, 4 miles, 2 lift stations, Pittsfield Sanitary District*
- *New Sanitary Sewer System, 10 miles of sanitary, 20 grinder pumps & 6 lift stations, Pensaukee Sanitary District*

### **Water Main System Design**

Design and construction of many large water system projects. Work includes pressure and flow calculations for pressurized systems, optimization of valve and hydrant installations, and development of plans, specifications and estimates for bidding purposes. Project examples include:

- *12 miles of 18-inch transmission main, Village of Wrightstown*
- *2 miles of 12-inch transmission main, Village of Hobart*
- *2 mile water main replacement, Village of Pulaski*
- *Water main replacement, well improvements, and new water tower, City of New Holstein*

### **Education**

**UW- Madison**  
Bachelor of Science  
Civil Engineering, 1980

### **Registrations**

**Professional Engineer**  
Wisconsin, Michigan

### **Professional Organizations**

American Society of Civil Engineers







## Jennifer Liimatta, P.E.

### Project Engineer

#### Experience

7 years experience in civil engineering covering the following areas of expertise:

- *Transportation engineering*
- *Site & storm water plan design*
- *Waterway analysis & design*
- *Municipal engineering*
- *Federal, state, and local agency permitting*
- *Resident project representative services*

#### **Site & Storm Water Plan Design**

Design engineer for various commercial, industrial, and educational site plan designs. Design work includes developing the layout of proposed improvements and providing detailed utility plans, grading plans, and erosion control plans. Storm water management plans are also generally required. Design of storm water management plans includes the analysis of existing and proposed drainage basins, land uses, site specific soils, and storm water conveyance features. Permitting and coordination with local municipalities and state and federal agencies is generally also required. Project Examples include:

- *Green Bay Area Public Schools Parking Lot Rehabilitation*
- *ABC Supply Rehabilitation, Madison, WI*
- *Kinder Morgan Bulk Terminal Salt Pad Storage, Milwaukee, WI*
- *Whitewater Parking Lot Rehabilitation, Whitewater, WI*
- *General Growth Properties HMA Improvements, Nationwide*
- *Kohler Company Parking Lot Rehabilitation & Expansion, Union City, TN*

#### **Municipal Engineering**

Project manager for the design of recreational facilities and drainage improvements; development of plans, specifications, and necessary contract documents for bidding purposes; coordination between owner, contractor, and construction observer. Project examples include:

- *Chocolay Charter Township, Town of Doty, WI*

#### **Resident Project Representative**

Function as an agent on the owner's behalf. Maintain close contact with the owner's representatives to keep them informed of work progress during construction period. Act as liaison between the owner and contractor. Interpret what is required by the drawings and specifications and offer assistance to the contractor(s). Conduct progress meetings with contractor, project manager, job superintendent, principal subcontractors, and other involved parties. Project examples include:

- *Green Bay Area Public Schools*

#### Education

Michigan Technological University  
Bachelor of Science  
Civil Engineering, 2013

#### Registrations

Professional Engineer  
Wisconsin

#### Professional Organizations

American Society of Civil Engineers - Fox River  
Valley Branch Treasurer and Secretary



**Robert E. Lee & Associates, Inc.**  
Engineering • Surveying • Environmental Services



# Ryan H. Trzinski, P.E.

*Construction Services Manager  
Transportation Engineer*

## Experience

12 years experience covering the following areas of expertise:

- *Rural Roadway Design*
- *Urban Street Design*
- *Bridge Design*
- *Recreational Design & Planning*
- *Municipal Engineering*
- *Construction Project Engineer*
- *Resident Project Representative*
- *WisDOT Design Process*
- *Dredging Operation Projects*
- *Federal, State, and Local Agency Permitting Projects*

## Municipal Engineering

Design of sanitary sewer, lift stations, water main, storm sewer facilities, street and roadway cross sections; development of plans, specifications and necessary contract documents for bidding purposes; coordination between owner, contractor and construction observer. Coordination of public involvement meetings and information for municipal board meetings. Work also includes site design of residential developments, commercial building sites, parking lots, park and recreational areas. Project examples include:

- *Pecor Street City of Oconto*
- *French and Oconto Streets, City of Peshtigo*
- *French Street Reconstruction, City of Peshtigo*
- *13th Street Reconstruction, Menominee, MI*
- *Street Reconstruction, City of Watertown*
- *Utility and Street Reconstruction, City of New Holstein*
- *Utility and Street Improvements, Village of Hilbert*
- *Utility and Street Reconstruction, City of Sheboygan*
- *Menekaunee Harbor, Dredge & Restoration, Marinette, WI*

## Urban Street Design

Street and roadway design with an urban cross section including curb & gutter and sidewalk. Design efforts include determination of horizontal and vertical alignments to meet current design standards, pavement structure design and storm sewer design. Work includes environmental reports, proposed right-of-way determination, quantity calculations and specification writing. Public relations, along with agency and utility coordination are an important part of every urban design project. Project examples include:

- *E. Fifth Street Reconstruction, City of Shawano*
- *CTH PP Reconstruction, Brown County*
- *13th Street Reconstruction, Menominee, MI*
- *Street Reconstruction Projects, City of Watertown*
- *Utility and Street Reconstruction, City of New Holstein*
- *Utility and Street Improvements, Village of Hilbert*
- *Centennial Centre Boulevard Construction, Hobart*
- *Utility and Street Reconstruction, City of Sheboygan*
- *STH 96 Recondition, Town of Grand Chute*

## Education

**UW-Platteville**  
Bachelor of Science  
Civil Engineering, 2007

**Mid-State Technical College**  
Associates Degree  
Civil Engineering, 2001

## Registrations

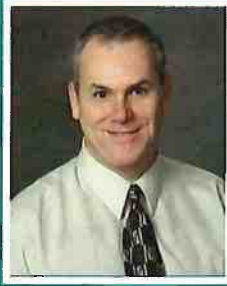
**Professional Engineer**  
Wisconsin and Michigan

## Professional Organizations

American Society of Civil Engineers  
American Institute of Steel Construction







**James R. Westerman, PLS, CST**  
*Survey Manager*

**EXPERIENCE**

- P.L.S. and Survey Manager with 29 years experience
- Construction Staking
- Topographic Surveys
- Right-of-Way Plats
- FEMA Surveys
- Boundary Surveys
- Subdivision Platting
- Aerial Control Surveys
- Cadastral Surveys
- As-built Surveys
- AutoCAD Civil 3D

**Education**  
NWTC—Green Bay, WI  
Associate Degree in Civil Engineering-Public  
Works, Technology, 1987

**Registration**  
WI Professional Land Surveyor



**Troy E. Hewitt, PLS, CST**  
*Survey Project Surveyor*

**EXPERIENCE**

- P.L.S. with 17 years Experience
- Construction Staking
- Topographic Surveys
- Right-of-Way Plats
- FEMA Surveys
- Boundary Surveys
- Subdivision Platting
- Aerial Control Surveys
- Cadastral Surveys
- As-Built Surveys
- AutoCAD Civil 3D

**Education**  
NWTC—Green Bay, WI  
Associate Degree in Civil Engineering-Public  
Works, Technology, 2000

**Registration**  
WI Professional Land Surveyor



**Jay A. Olson, PLS, CST**  
*Survey Field Leader*

**EXPERIENCE**

- P.L.S. with 20 years Experience
- Construction Staking
- Topographic Surveys
- Right-of-Way Plats
- FEMA Surveys
- Boundary Surveys
- Subdivision Platting
- Aerial Control Surveys
- Cadastral Surveys
- As-Built Surveys

**Education**  
NWTC—Green Bay, WI  
Associate Degree in Civil Engineering-Public  
Works, Technology, 1997

**Registration**  
WI Professional Land Surveyor





## Laura Pavelski

### CAD Manager

#### Experience

32 years experience in CAD civil drafting services utilizing AutoCAD, Civil3D, Microstation, and ArcView platforms covering the following areas of expertise:

- Storm Water Management Design Plans
- Waterway Analysis & Design Plans
- Site & Storm Water Design Plans
- Sanitary Sewer System Design Plans
- Water Main System Design Plans
- Recreational Facility Design Plans
- Agricultural Engineering Design Plans
- Dam Engineering Plans
- Rural Roadway Design Plans
- Urban Street Design Plans
- Bridge Design Plans
- Street and Utility Design Plans
- Water/Wastewater Design Plans
- Wastewater Treatment Engineering Plans

#### **Street and Utility Design Plans**

Design Plan include sanitary sewer, water main, and urban street reconstruction including the layout and sizing of sewer and water facilities, and construction plan bid set. Project examples include:

- 13th Street Reconstruction, Menominee, MI
- Street Reconstruction, City of Watertown
- Utility and Street Reconstruction, City of New Holstein
- Utility and Street Improvements, Village of Hilbert
- Utility and Street Reconstruction, City of Sheboygan
- Clark & Hickory Streets, Village of Black Creek
- Voy Avenue, City of Oconto
- Street and Utility Reconstruction, Village of Little Chute
- Various Utility and Street Reconstruction projects, Villages of Allouez, Hobart, Luxemburg, Pulaski, Wrightstown, and Cities of De Pere, Kiel, and Watertown

#### **Urban Street Design Plans**

Street and roadway design plans with an urban cross section including curb & gutter and sidewalk. Design plans include determination of horizontal and vertical alignments that meet current design standards, pavement structure design, and development of construction plans for bidding purposes Project examples include:

- STH 32, Village of Pulaski
- Street Reconstruction Projects, City of Watertown
- Main Street Enhancement, Village of Luxemburg
- STH 47 - Village of Black Creek
- Various Streets in Cities of Kiel & New Holstein, & Village of Hobart
- CTH (S. Rapids Road) Reconstruction, Manitowoc County
- French Street Reconstruction, City of Peshtigo
- 13th Street Reconstruction, Menominee, MI
- Centennial Centre Boulevard Construction, Hobart
- Wisconsin Avenue Reconstruction, City of Neenah

#### Education

Northeast Wisconsin Technical College  
- Wausau

Associates Degree  
Architectural/Residential, 1979

#### Continuing Education

Intro to MicroStation 5  
ACAD13 Update Seminar, Master Graphics  
ACAD13 Advanced Seminar, Master Graphics  
Intro to ACAD2000i, Master Graphics  
Intro to Land Development, Master Graphics  
Plotting in 2000i, Master Graphics  
Intro to ArcView GIS  
Autocad Civil 3D





# VILLAGE OF ALLOUEZ

Allouez Village Hall • 1900 Libal Street • Green Bay, Wisconsin 54301-2453  
Phone No.: (920) 448-2800 • Fax No.: (920) 448-2850

## Department of Public Works

Date: June 15, 2020

### REQUEST FOR ENGINEERING AND CONSTRUCTION SERVICES PROPOSAL

Village of Allouez 2021 Street and Utility Reconstruction Project

#### PURPOSE AND DESCRIPTION

The Village of Allouez Public Works Department is requesting proposals for the engineering and preparation of plans for the reconstruction of three streets in 2021. The street reconstruction project includes the following streets and proposed scope:

#### STREET & UTILITY RECONSTRUCTION PROJECT - AL-2021-01

- Roselawn Blvd (Riverside Dr East 1400 ft)

*The proposed project consists of the reconstruction of the street and utilities from Riverside Drive east 1400 ft. (sanitary manhole). The underground utility work will include the removal and replacement of the watermain, sanitary sewer and storm sewer. To avoid impacts and removal of trees within the median (curbed islands), the Village will review the feasibility of lining the existing sanitary sewer. The proposed utility work to also include the replacement of the laterals from the main to the property line. The proposed typical section is likely to match the existing roadway width.*

- Beaumont St (E. Greene Ave to E. Mission Rd)

*The proposed project consists of the reconstruction of 2100 ft of street and utilities from E. Greene Ave to E. Mission Rd. The underground utility work will include the removal and replacement of the watermain, sanitary sewer and storm sewer. The proposed utility work to also include the replacement of the laterals from the main to the property line. The proposed typical section is likely to match the existing roadway width.*

- Kalb St (Libal St to Termini)

*The Village will be constructing a stormwater pond south of Kalb St and east of the church this summer. Construction also includes the installation of a 48-inch storm sewer along the southside of Kalb St from Irwin St east to the pond. The installation of the storm sewer will require the removal of curb and gutter along the southside of Kalb St east of Libal St. The street will be temporarily patched until reconstructed in 2021.*

*The proposed project consists of the reconstruction of 975 ft of street and utilities from Libal St east to the street termini. The underground utility work will include the removal and replacement of the sanitary sewer along with the construction of a parallel 24" storm sewer system. The existing pvc*

*watermain installed in 1997 will remain. The proposed utility work to also include the replacement of the laterals from the main to the property line. The proposed typical section is likely to match the existing roadway width.*

A map showing the street projects is attached.

Please provide a scope of work and cost for engineering services by task per street for the project above. Based on availability, qualifications, and cost, the Village of Allouez will select a consultant to design the street projects.

The following is a schedule for undertaking this project:

- Select a consulting firm by July 13<sup>th</sup>, 2020.
- Public Works Committee and Board approval of design services on July 15<sup>th</sup> and 21<sup>st</sup>, 2020 respectively.
- Kickoff Meeting week of August 3<sup>rd</sup>, 2020
- 60% Plans due October 30<sup>th</sup>, 2020.
- Final Plans, cost estimate and special provisions due December 18<sup>th</sup>, 2020.
- Begin advertising projects the week of January 4<sup>th</sup>, 2021
- Construction summer of 2021.

#### SCOPE OF WORK

The following scope of engineering services is requested for the street reconstruction project.

#### Design Services

1. Meetings
  - a. Kickoff meeting
  - b. Review of topographic survey of street and utilities
  - c. Preliminary plan review
  - d. Final plan review
  
2. Complete a topographic survey of the street projects. The survey to include contacting diggers hotline, location and depth of the existing watermain (watermain depth not necessary), storm and sanitary sewer, location of private utilities and any easily located property corners (irons). Property and lot lines to be established from Brown County parcel mapping and any located property irons. The lateral and longitudinal limits of the survey should extend 1 shot beyond the existing property line and include the full intersection at the beginning and end of each street project.

Work to also include a condition report of the storm and sanitary sewer structures. Report form to be provided by the Village.

3. Prepare plans for the review and approval by the Village of Allouez. Review will include 60 and 90 percent plans. The plans, at a minimum, will include the following elements:
  - a. Title Sheet
  - b. General Note Sheet
  - c. Typical sections
    - i. Existing and proposed.
  - d. Construction Details
  - e. Intersection layout and Grades to be provided for on mainline plan and profile sheets.

- f. Construction Erosion Control (i.e. inlet protection, tracking pad and temp. ditch checks)
  - g. Utility Plan and Profile
    - i. Watermain
    - ii. Sanitary Sewer
    - iii. Location, size and length of services. Village to provide location, size and existing pipe material.
    - iv. Tree removal
  - h. Plan and Profile
    - i. Trunk line Storm Sewer
    - ii. Catch basin storm leads
    - iii. Property Addresses
  - i. Cross Sections (Every 50-feet)
    - i. Driveways
    - ii. Curb Termini
    - iii. Horizontal and Vertical Control Points
4. Prepare final plans, cost estimate and bid proposal. Cost estimate to be prepared using the State of Wisconsin Standard Specification for Highway and Structure Construction and the Village of Allouez Sanitary Sewer and Watermain General Specification bid items. Village to provide the 2019 cost estimates and bid proposals for reference and use.
  5. Prepare project special provisions. At a minimum the special provisions to include project scope, sales tax exemption, prosecution and progress, traffic, utilities, environmental protection, any project specific permits, additional contractor responsibilities, construction staking, subgrade compaction, work by others, and any non-standard WDOT bid items. Village of Allouez to provide the specials used for the 2019 projects.
  6. The Village will provide the following:
    - a. Electronic or hard copy of the 2019 Street and Utility Reconstruction plans for reference purposes. Selected consultant will be provided AutoCAD drawings of the Village's title sheet, general note sheet, typical sections, utility and construction details.
    - b. The Village of Allouez will determine the horizontal location of the proposed mainline utilities (watermain, storm sewer, and sanitary sewer). Consultant to design and determine quantities.
    - c. The Village of Allouez to collect soil borings and complete a geotechnical investigation.
    - d. The Village to Allouez will provide the proposed roadway widths and pavement thickness.
    - e. The utility coordination to be completed by the Village of Allouez.
    - f. At the completion of the 60% design, the Village of Allouez to determine needed tree removal. Consultant to show tree removals on the plans.
    - g. Village of Allouez to prepare contract and publicly bid project.
    - h. Village of Allouez to submit DNR NOI.

## QUALIFICATIONS, SCHEDULE AND SELECTION

The Village of Allouez will select one consultant to complete the design of the street reconstruction project.

The proposals should include the qualifications of the proposed team members, schedule to meet project milestone dates, detailed scope of services and cost.

Selection of the engineering consultant will be based on the qualifications of the proposed team, ability to meet proposed schedule, and cost of the engineering services. The cost of the engineering services will be based on the services selected.

The Village of Allouez reserves the right to reject any and all proposals and to award the project in the best interests of the Village.

Proposals are due to the Village of Allouez, Public Works Department, 1900 Libal St., Green Bay, WI 54301 at 11:00 p.m. on July 7<sup>th</sup>, 2020.

The proposal can be emailed to [Seang@villageofallouez.com](mailto:Seang@villageofallouez.com).

Feel free to contact Sean J. Gehin, P.E., Director of Public Works if you have any questions, 920-448-2802.





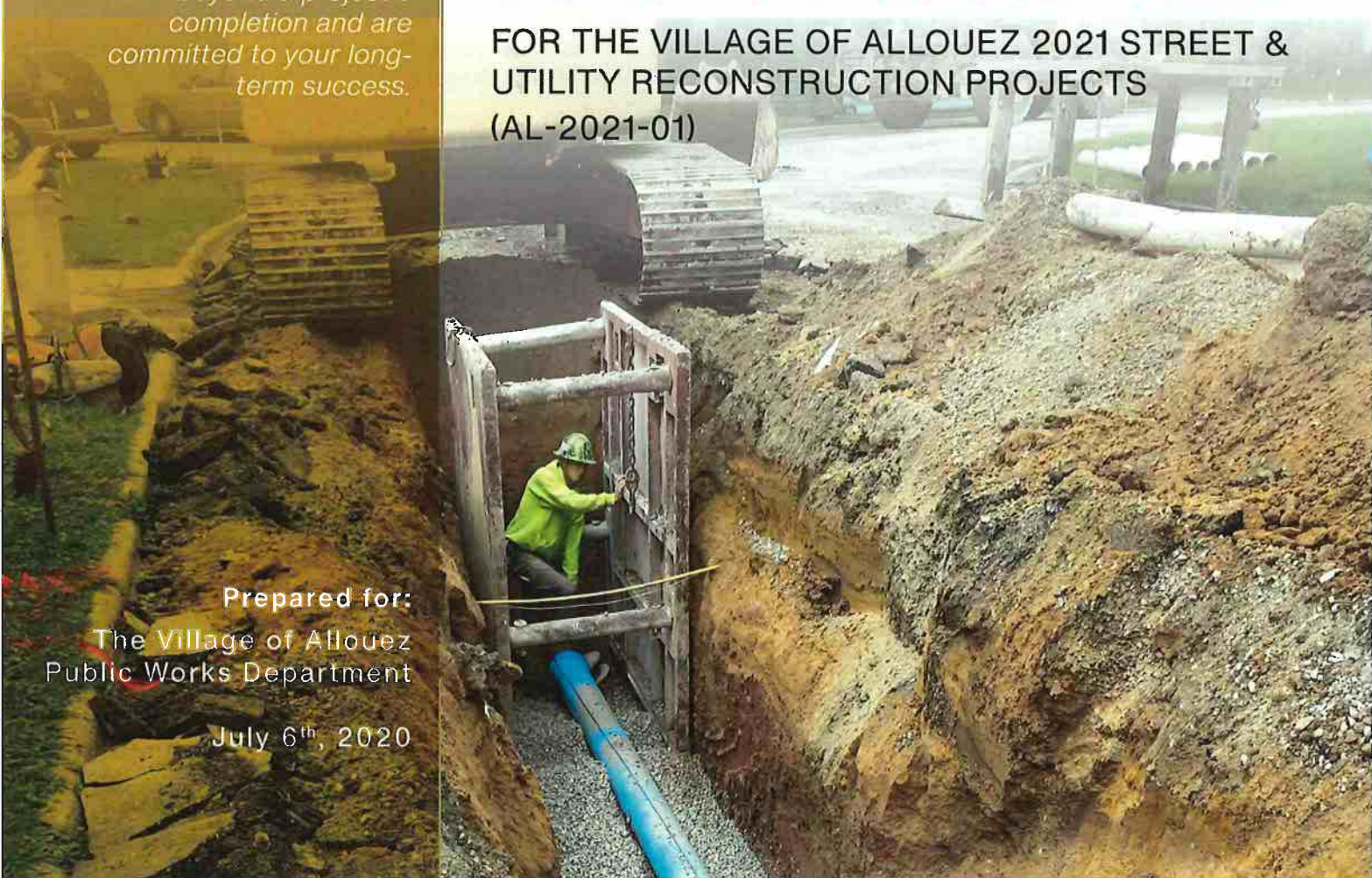
*At JT, we work to understand your needs and tailor our approach to your specific goals. We believe in building relationships that extend beyond a project's completion and are committed to your long-term success.*

# **PROPOSAL TO PROVIDE ENGINEERING & CONSTRUCTION SERVICES**

**FOR THE VILLAGE OF ALLOUEZ 2021 STREET &  
UTILITY RECONSTRUCTION PROJECTS  
(AL-2021-01)**

**Prepared for:**  
The Village of Allouez  
Public Works Department

July 6<sup>th</sup>, 2020





July 6<sup>th</sup>, 2020

Sean Gehin, Director of Public Works  
Village of Allouez  
1900 Libal St.  
Green Bay, WI 54301

**RE: Request for Engineering and Construction Proposals: Village of Allouez 2021 Street and Utility Reconstruction Project (AL-2021-01)**

Dear Mr. Gehin,

JT Engineering, Inc. (JT) is pleased to present this proposal for engineering planning and design services for the 2021 Street & Utility Reconstruction Projects in the Village of Allouez. We look forward to utilizing our expertise to assist the Village with the design of these projects.

Our team's portfolio of municipal utility design work includes local utility projects ranging from one block of water main and sanitary sewer replacement to extension of large storm and sanitary sewer lines to new multi-property developments, as well as accompanying local street designs ranging from partial removal and patching to full street width reconstruction and widening.

We treat each project as a partnership and are proud of the strong relationships we've built with our clients by listening to their goals and concerns and delivering their projects successfully and efficiently. In response to your needs for the street and utility reconstruction projects, we have assembled a team of experienced staff with expertise in municipal design and project management, and a proven record of delivering complex projects within strict timelines and budget constraints. The staff who will lead this project include:

- **Rich Glen, PE:** Rich has 22 years of experience, including six years as the design manager for the Northeast Region Local Program. He has led the successful delivery of similar projects in multiple communities.
- **Steve Lippert:** Steve is an experienced designer with expertise on a wide range of municipal projects involving storm sewer, sanitary sewer and local street replacement. He is skilled in the use of MicroStation, Civil3D and ArcGIS, and has field experience in survey and construction inspection to reinforce his design and technical abilities.
- **Matt Solin, PE:** Matt will complete the storm sewer design, analyze potential best management practices for storm water management and complete the permitting for this project. He has a diverse background with 12 years of experience designing municipal projects while specializing in drainage engineering.

I will be the primary JT Engineering contact for this project. You can reach me directly at (920) 468-4771 or richg@jt-engineering.com. Our firm is committed to meeting the project schedule and providing the Village of Allouez with exceptional service and responsiveness. We appreciate your consideration of JT and look forward to working with you.

Sincerely,

A handwritten signature in black ink, appearing to read 'Rich Glen', written over a white background.

Rich Glen, PE  
Project Manager  
(920) 606-0236  
richg@jt-engineering.com



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**JT ENGINEERING, INC.**

1077 CENTENNIAL CENTRE BLVD. HOBART, WI 54155



# Firm Qualifications

Real. Trusted. Proven

## WHY JT?

- Local
- Cost effective, high quality design and construction solutions
- Experienced, knowledgeable and professional team
- Dedicated to meeting your needs
- Certified Disadvantaged Business Enterprise (DBE) Engineering Firm

## CORE SERVICES

- Construction Management
- Constructability Reviews
- Roadway Design
- Transportation Design
- Roundabout Design & Analysis
- Signal Design & Analysis
- Structural Design
- Surveying
- Environmental Reports & Permitting
- Unmanned Aircraft Systems (UAS)



## Real people. Trusted solutions. Proven results.

JT is proud to offer the experience, resources, and services of a larger firm, combined with the cost-effectiveness, client focus, and regional knowledge of a local firm. We view each project as a partnership and strive to make our clients' needs, timelines, goals, and concerns our top priority.

Founded in 2005 by Jill Treadway (Owner/President), we have grown to over 70 employees with office locations in Green Bay, Madison, Chippewa Falls, and Milwaukee, Wisconsin. We provide a tailored approach for each project, proactively engaging and communicating with our clients to ensure efficient and cost-effective service. Our portfolio includes projects at every scale, from small bridge rehabilitation projects to mega interstate highway expansion projects. Our design and construction professionals work closely together, utilizing our combined experience, knowledge, and expertise to deliver award-winning, economical designs that exceed our clients' expectations.



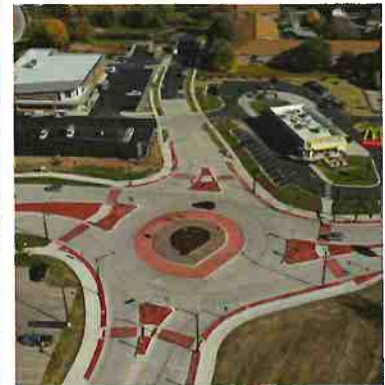
**70+**  
EMPLOYEES  
STRONG



**OFFICES LOCATED IN**  
CHIPPEWA FALLS, GREEN BAY  
MADISON & MILWAUKEE



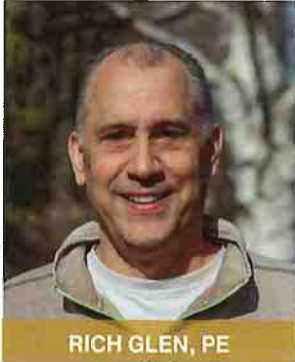
**15**  
YEARS IN  
SERVICE







JT prides itself on providing cost-effective engineering solutions with experienced and qualified staff. For the Village of Allouez projects, we have assembled an experienced team ready to meet the project needs. The key staff assigned to this project are listed below.



- BS, Civil Engineering:  
*UW-Madison, 1995*
- Professional Engineer:  
*Wisconsin*

### PROJECT MANAGER

- Rich is a licensed Professional Engineer in the State of Wisconsin with 22 years of experience in transportation engineering and project management. Rich is a superior choice to manage the Village of Allouez projects because of his experience in his former role as Program Manager for WisDOT Northeast Region's Local Program. He has a diverse history of delivering projects which vary in complexity from rural bridge replacement projects to multi-million-dollar urban reconstruction projects for sponsors throughout WisDOT's Northeast Region.
- Rich was a part of the Northeast Region Local Program Management Consultant (MC) team for over 12 years, including serving as the Program Manager for six years. As part of this role, he was responsible for routinely tracking project progress, coordination with Wisconsin DNR staff, and keeping sponsors informed on their project's progress and budget. He was also responsible for reviewing design project submittals to ensure accuracy, uniformity and compliance with current design standards.
- Rich will provide consistency throughout the design process, effectively communicate project issues, costs and schedule with Village of Allouez staff throughout the projects and serve as the single point of contact for the Village. Based on his robust experience, leadership, and management skills, Rich is well-positioned to successfully lead the delivery of the Village of Allouez 2021 Street & Utility Reconstruction Projects.

**Availability: 60% immediately and going forward**



- AS Civil Engineering:  
*Chippewa Valley Tech,  
1999*

### LEAD DESIGNER

- Steve is an experienced designer with expertise on a wide range of municipal projects involving storm sewer, sanitary sewer, water main and local street replacement. He has served as Lead Designer on sanitary and storm sewer replacement projects of varying size and complexity and is well-equipped to successfully deliver the designs for Allouez. Steve is readily available and ready to devote his knowledge and experience to work with the Village of Allouez on this project.
- Steve is skilled in the use of MicroStation, Civil3D and ArcGIS, incorporating survey data into the design software. He is also knowledgeable in the creation of reports, estimates and environmental documentation. His field experience assisting with topographic surveys and construction inspection reinforces his design and technical abilities.

**Availability: 50% immediately and going forward**



**MATT SOLIN, PE**

- BS, Civil Engineering:  
*UW-Madison, 2007*
- Professional Engineer:  
*Wisconsin*

### MUNICIPAL & STORM WATER ENGINEER

- Matt is a professional engineer with 12 years of experience. He has a diverse background in the design and construction of transportation and municipal projects with background and experience to assist in the delivery of projects from the design phase through the completion of construction.
- Matt specializes in drainage engineering, including hydrology and hydraulics analysis, storm sewer system design, culvert and channel sizing, and storm water management and treatment and will lead the storm sewer design and permitting for the Village of Allouez projects. Matt utilizes his municipal roadway design and drainage design expertise to provide a high-quality, cost-effective storm sewer system.

**Availability: 70% immediately and going forward**



**JAMES CAPPEART, PLS**

- BS, Civil Engineering:  
*UW-Madison, 2007*
- Professional Engineer:  
*Wisconsin*

### SURVEY CHIEF

- James has ten years of experience working in survey and engineering. During this time, James has gained a thorough understanding of transportation survey crew procedures and requirements, and he continues to apply and build on this knowledge in his survey work. His survey experience includes a wide variety of field work including monumentation, design survey, and construction surveying; his field experience strengthens and informs his office work writing land easements, legal descriptions, and researching land records. Additionally, his design experience has given him first-hand experience in importing and cleaning up survey data, creating surfaces, developing CAD files, and computing earthwork volumes.

**Availability: 50% immediately and going forward**



The following scope of engineering services is requested for the street reconstruction project.

### Design Services

1. Meetings (4 total)
  - a. Kickoff meeting
  - b. Review of topographic survey of street and utilities
  - c. Preliminary plan review
  - d. Final plan review
2. Complete a topographic survey of the street projects. The survey will include contacting diggers hotline, locating utilities and any easily located property corners (irons). Property and lot lines to be established from Brown County parcel mapping and any located property irons. The lateral and longitudinal limits of the survey should extend 1 shot beyond the existing property line and include the full intersection at the beginning and end of each street project.

Work to also include a condition report of the storm and sanitary sewer structures. Report form to be provided by the Village.

3. Prepare plans for the review and approval by the Village of Allouez. Review will include 60 and 90 percent plans. The plans will include the following elements:
  - a. Title Sheet
  - b. General Note Sheet
  - c. Typical sections
    - i. Existing and proposed.
  - d. Construction Details
  - e. Intersection layout and grades to be provided on mainline plan and profile sheets
  - f. Construction Erosion Control (i.e., inlet protection, tracking pad and temp. ditch checks)
  - g. Utility Plan and Profile
    - i. Water Main
    - ii. Sanitary Sewer
    - iii. Location, size and length of services. Village to provide location, size and existing pipe material.
    - iv. Tree removal
  - h. Plan and Profile
    - i. Trunk line Storm Sewer
    - ii. Catch basin storm leads
    - iii. Property Addresses
  - i. Cross Sections (Every 50-feet)
    - i. Driveways
    - ii. Curb Termini
    - iii. Horizontal and Vertical Control Points
4. Prepare final plans, cost estimate and bid proposal. Cost estimate to be prepared using the State of Wisconsin Standard Specification for Highway and Structure Construction and the Village of Allouez Sanitary Sewer and Water Main General Specification bid items. Village to provide the 2019 cost estimates and bid proposals for reference and use.



**The Village will provide the following:**

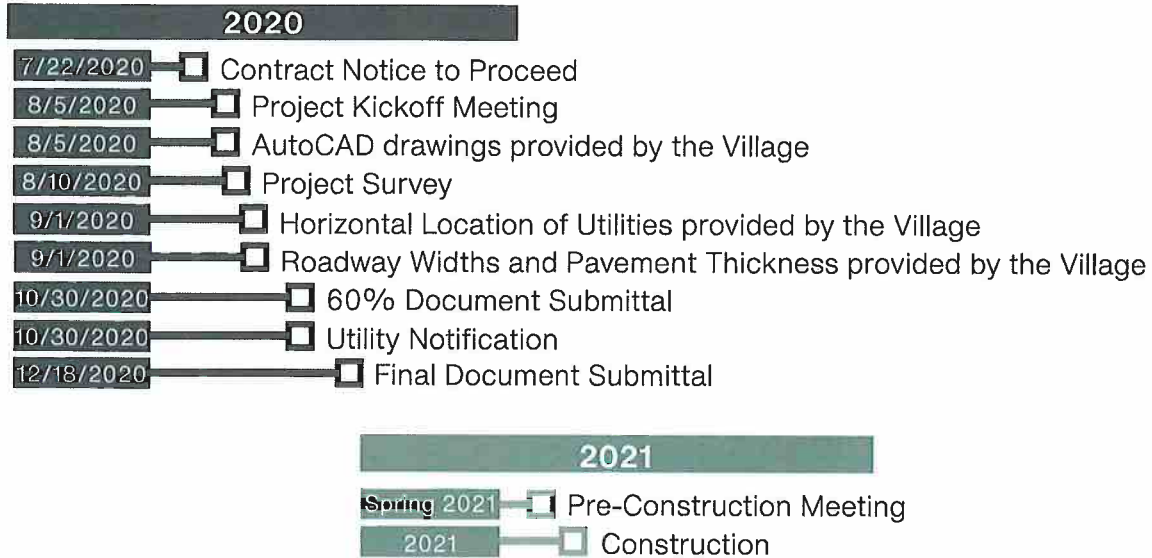
- a. Electronic or hard copy of the 2019 Street and Utility Reconstruction plans for reference purposes. Selected consultant will be provided AutoCAD drawings of the Village's title sheet, general note sheet, typical sections, utility and construction details.
- b. The Village of Allouez will determine the horizontal location of the proposed mainline utilities (water main, storm sewer, and sanitary sewer). Consultant to design and determine quantities.
- c. The Village of Allouez to collect soil borings and complete a geotechnical investigation.
- d. The Village to Allouez will provide the proposed roadway widths and pavement thickness.
- e. The utility coordination to be completed by the Village of Allouez.
- f. At the completion of the 60% design, the Village of Allouez to determine needed tree removal. Consultant to show tree removals on the plans.
- g. Village of Allouez to prepare contract and publicly bid project.
- h. Village of Allouez to submit DNR NOI.
- i. Village of Allouez to prepare project special provisions.





## Schedule of Completion

JT Engineering, Inc. proposes the following schedule for completion of the Village of Allouez design projects. We are prepared to begin work immediately upon authorization and will work collaboratively with the Village of Allouez, stakeholders and regulatory agencies to ensure the successful delivery of the project as scheduled.





JT Engineering, Inc. prides itself on providing cost effective engineering solutions with experienced and qualified staff.

**AL 2021-01: Engineering Planning & Design Services – Village of Allouez 2021 Street and Utility Project Design Costs**

- A. Lump Sum, Maximum Not-to-Exceed Fee: \$64,893.20
  - a. Roselawn Boulevard \$20,276.21
  - b. Beaumont Street \$31,295.52
  - c. Kalb Street \$13,321.47
  
- B. Breakdown of Individual Project Costs:

**ROSELAWN BOULEVARD: \$20,276.21**

<b>Project Task</b>	<b>Cost</b>
Survey and Mapping	\$5160.00
Agency & Utility Coordination	\$1157.77
Final Design & Drafting	\$12,854.87
Meetings	\$795.38
Administration	\$308.19

**BEAUMONT STREET: \$31,295.52**

<b>Project Task</b>	<b>Cost</b>
Survey and Mapping	\$9173.00
Agency & Utility Coordination	\$1736.65
Final Design & Drafting	\$19,282.30
Meetings	\$795.38
Administration	\$308.19

**KALB STREET: \$13,321.47**

<b>Project Task</b>	<b>Cost</b>
Survey and Mapping	\$3460.00
Agency & Utility Coordination	\$723.61
Final Design & Drafting	\$8034.29
Meetings	\$795.38
Administration	\$308.19



July 7, 2020

Mr. Sean Gehin, P.E., Director of Public Works  
Village of Allouez  
1900 Libal Street  
Green Bay, WI 54301

Subject: Professional Engineering Services – Plan and Specification Development for 2021  
Infrastructure Improvements

Dear Sean:

Mead & Hunt, Inc. (Mead & Hunt) is pleased to submit this proposal to provide design services for the above-referenced project.

#### **Project Understanding**

Our proposal is based on the Village issued request for proposal, site investigation and conversations with the Village staff and residents.

Roselawn Boulevard will be a full street and utility reconstruction project and will include the replacement of all sanitary and storm sewer within the right of way as well as the water main. The road will be reconstructed with the same section that exists now and will include curb, gutter and street reconstruction. There is the option of leaving the sanitary sewer in place and using pipe bursting or slip-lining to repair the sewer. This option will be discussed based on the Village's review of the condition of the existing sewer. If the sewer will need to be replaced, our design will take into consideration the existing trees within the boulevard and attempt to minimize tree removal and damage.

Beaumont Street from Greene Avenue to Mission Road will also be a full reconstruct project including all sewer, water and storm replacement within the right of way. During site investigation, the resident living at 2643 Beaumont informed me of current issues with the street drainage. Because this section of the street is supper elevated, all storm water pools in his driveway and extends to the resident to the north. We will take this into account during design and will take steps to remediate.

Design will review current inlet placement and evaluate potential storm water by-pass due to the steepness of some sections of the roadway. Initial review of the drainage basin that reaches the south portion of this

project indicates that it is 21 acres. The volume of storm water runoff from this area results in approximately 40 cfs for the 10-year storm event (event to size storm sewer for). As part of our design, we will evaluate the receiving 24-inch storm sewer in Greene Avenue and maximize the amount of storm water that Beaumont contributes without overloading the existing system.

Kalb Street will include replacing sanitary sewer and installing a new 24-inch storm sewer that will parallel the 48-inch main that will be installed this summer. In addition to adding the new sewer, service laterals will be replaced within the right of way. The existing water is assumed to be in good condition and will remain. The proposed roadway will be reconstructed to match the existing typical section and will include curb and gutter as well as a full road reconstruction.

### **Scope of Services**

After receipt of authorization to proceed, Mead & Hunt shall prepare construction plans and specifications for utility system and street replacement on the following streets:

- Roselawn Boulevard from Riverside Drive 1,400 feet east.
- Beaumont Street from Greene Avenue to Mission Street
- Kalb Street from Libal Street to the East River

### **Topographic survey / site investigation:**

We will prepare an existing condition plan of each street. This plan will include a condition report of all sanitary and storm structures. A copy of the Existing Conditions Plan will be forwarded to the Village for review and a meeting scheduled to review our findings and incorporate Village comments into the preliminary, 60 percent design.

The topographic survey will include locating utilities as identified by Diggers Hotline and visible above ground improvements within the right of way and one foot beyond. Each intersection will be fully surveyed to at least 10-feet beyond the end of radius in all directions.

### **Design:**

#### Preliminary – 60% Design Phase

- Provide design for new potable water main, sanitary sewer, storm sewer and drainage infrastructure based on the review comments generated from the existing conditions plan review meeting.
- Provide design for Street replacement.
- Provide opinion of probable cost for the project
- Prepare and submit Wisconsin Department of Natural Resources permitting requirements for water and sewer where required. It is anticipated that the water main within Beaumont Street will be replaced with 8-inch main. An increase in size will require DNR permitting.
- Submit 60% design to the Village for review.



#### Final Design Phase

- Prepare final plans and specifications with changes as reviewed by the Village.
- Update opinion of probable costs for the construction based on the final design.

#### **Responsibilities of the Village of Allouez**

Our Scope of Services and Compensation are based on the Village of Allouez performing or providing the following:

- A designated representative with complete authority to transmit instructions and information, receive information, interpret policy, and define decisions.
- Access to the project site.
- Available data, drawings, and information related to the project.
- Review of 60 and 90 percent plans and specifications within two weeks of receipt.
- Horizontal location of proposed utilities.
- Sanitary sewer condition in Roselawn Boulevard.
- Pavement thickness requirements
- DNR NOI permit application and payment
- Protection of Mead & Hunt-supplied digital information or data, if any, from contamination, misuse, or changes.

#### **Work Not Included in the Scope of Services**

The following items are excluded from this agreement and will be provided by the Village of Allouez or provided by Mead & Hunt, Inc. as an Additional Service only as authorized by the Village of Allouez:

- Geo technical investigation
- Construction Services
- Traffic Control Plan for River Side Drive (STH 57). It is assumed that all work will be done within Roselawn Boulevard and minimal signage will be required in STH 57.
- Bidding Project and Contracts

#### **Project Team**

Mead & Hunt has assembled a project team that has years of experience working with reconstruction projects and has the availability to design, review and produce a complete set of construction documents within the proposed schedule. In addition to the main project team, Mead & Hunt has available an extensive group to review and support all aspect of this project. Exhibit 2 has a brief resume for leading members of the project team. Paul Willis will act as the project manager and lead designer. Terry Jansen will assist with plan review and identify constructability concerns. Scott Brosteau will provide quality control.

**Project Schedule**

Mead & Hunt proposes to begin the design process based on the schedule provided by the Village. The following schedule is dependent upon authorization but is anticipated to be:

Project kickoff meeting	August 3, 2020
60% plans for Village review	October 30, 2020
Final plans, cost estimate and special provisions	December 18, 2020

**Compensation**

The work described under the Scope of Services will be performed on a time-and-expense basis. The estimate of probable engineering cost of services is \$44,800.

**Authorization**

The Scope of Services and Compensation stated in this proposal are valid for a period of thirty (30) days from date of submission. If authorization to proceed is not received during this period, this proposal may be withdrawn or modified by Mead & Hunt.

Signatures of authorized representatives of the Village of Allouez and Mead & Hunt shall convert this proposal to an Agreement between the two parties, and receipt of one signed copy shall be considered authorization to proceed with the work described in the Scope of Services. All services shall be performed in accordance with the *General Terms and Conditions for Engineering, Architectural, or Consulting Services* which is attached hereto and made part of this Agreement and labeled as Exhibit 1.

We appreciate the opportunity to submit this proposal to you and look forward to working together.

Respectfully submitted,

MEAD & HUNT, INC.



Paul Willis, P.E.  
Project Manager

**Attachment**

Accepted by: VILLAGE OF ALLOUEZ

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

*The above person is authorized to sign for Client and bind the Client to the terms hereof.*

Date: \_\_\_\_\_

Approved by: MEAD & HUNT, INC.

By:  \_\_\_\_\_

Name: Scott Brosteau, P.E., \_\_\_\_\_

Title: Department Manager \_\_\_\_\_

Date July 7, 2020 \_\_\_\_\_

**Exhibit 1. General Terms and Conditions**



**Mead & Hunt, Inc.**  
**General Terms and Conditions ("General Terms") for Engineering,**  
**Architectural, or Consulting Services**  
**Wisconsin**

1. Receipt of the attached signed Contract (Contracts, Proposal, or Letter) will be considered written authorization to proceed.
2. Mead & Hunt, Inc. will bill the Client monthly, according to the payment method set forth in the Contract, with net payment due within thirty (30) days. Past due balances shall be subject to an interest charge at a rate of 1% per month. In addition, Mead & Hunt, Inc. may, after giving ten (10) days' written notice, suspend service under any agreement until the Client has paid in full all amounts due it for services rendered and expenses incurred, including the interest charge on past due invoices. The fees or rates stated in the attached contract does not include any applicable state and local sales or use taxes or gross receipts taxes. Any such taxes shall be the sole responsibility of the Client to pay.
3. The fees and scope of services stated in the attached document constitute an estimate of the fees and tasks required to perform the services as defined. For those projects involving conceptual or process development service, activities often cannot be fully defined during initial planning. As the project progresses, facts uncovered may also reveal a change in direction which may alter the scope. If the Client requests modifications or changes in the scope of the project, the time of performance of Mead & Hunt, Inc.'s services and the fees shall be adjusted before Mead & Hunt, Inc. undertakes the additional work. Mead & Hunt, Inc. is not acting as a Municipal Advisor as defined by the Dodd Frank Act.
4. The Client shall be liable for and shall indemnify and hold Mead & Hunt, Inc. harmless for all costs and damages incurred by Mead & Hunt, Inc. for delays caused in whole or in part by the Client's interference with Mead & Hunt, Inc.'s ability to provide services, including, but not limited to, the Client's failure to provide specified facilities or information, or inaccuracies in documents or other information required to be provided by the Client to Mead & Hunt, Inc. Mead & Hunt, Inc. reserves the right to renegotiate the contract because of any unforeseen delays caused by events beyond Mead & Hunt, Inc.'s control, such as funding for the project.
5. The Client agrees to provide such legal, accounting and insurance counseling services as may be required for the project.
6. Mead & Hunt, Inc. will maintain insurance coverage for: worker's compensation, general liability, automobile liability, and professional liability. Mead & Hunt, Inc. will provide information as to specific limits upon written request. If the Client requires coverages or limits in addition to those that Mead & Hunt currently has in effect as of the date of the agreement, premiums for additional insurance shall be paid by the Client.
7. The limit of liability of Mead & Hunt, Inc. (including its current or former employees, officers, directors, or shareholders) to the Client for any damages will be for a period of twelve (12) months from the date of the last bill from Mead & Hunt, Inc. being first submitted to the Client regardless of whether or not such bill was paid by Client, and the extent that any liability including all damages (direct, consequential, indirect, incidental, or other damages), claims, costs, expenses and legal fees of Mead & Hunt, Inc. (including its current or former employees, officers, directors, or shareholders) and its sub-consultants to the Client or any and all third parties is limited to the amount of the fees billed by Mead & Hunt, Inc. to the Client during the 12-month period prior to the date of the last bill being first submitted to the Client.
8. Mead & Hunt, Inc. and the Client agree that the ultimate liability for contaminants or pollutants regardless of its source, and for the actual, alleged, or threatened discharge, dispersal, release, or escape of pollutants, mycotoxins, spores, smoke, vapors, soot, fumes, mold, acids, alkalis, toxic chemicals, mildew, liquids or gases, waste materials or other irritants, contaminants or pollutants into or upon land, buildings, the atmosphere, or body of water shall remain with the Client; and the responsibility and/or liability for any of the foregoing and for the Ownership and maintenance of any toxic, hazardous, or asbestos materials relating to the project shall remain with the Client.
9. Client and Mead & Hunt, Inc. shall not, during the term of the Contract or after the termination of the Contract for a period of one year disclose any Confidential Information to any person or entity, or use any Confidential Information to any person or entity, or use any Confidential Information for the benefit of Client or Mead & Hunt, Inc. as the case may be, or any other person or entity, except with the prior written consent of Mead & Hunt, Inc. or the Client, as the case may be, or as required by law. The term "Confidential Information" means information marked or designated by Mead & Hunt, Inc. or the Client as confidential. Confidential Information includes, but is not limited to, ideas, specifications, techniques, models, data, programs, documentation, processes, know-how, and financial and technical information.
10. Termination of the Contract by the Client or Mead & Hunt, Inc. with or without cause, shall be effective upon ten (10) days' written notice to the other party. The written notice may or may not include the reasons and details for termination. Mead & Hunt, Inc. will prepare a final invoice showing all charges incurred through the date of termination; payment is due as stated in Paragraph 2. If the Client breaches the Contract or if the Client fails to carry out any of the duties contained in these General Terms, Mead & Hunt, Inc. may, upon ten (10) days' written notice, suspend services without further obligation or liability to the Client.
11. Mead & Hunt, Inc. may release data, models, plans, CAD files, and/or drawings electronically or by any other means to any other party involved in the project; and if such release is not provided for in the Scope of Services, fees may be adjusted before the documents are prepared for electronic submittal. Data and image files, both electronic and hard copy (hereinafter "files") are part of Mead & Hunt, Inc.'s instruments of service and shall not be used for any purpose other than for the described project. Any reuse of files or services pertaining to this project or any other project shall be at the Client's sole risk and without liability or legal exposure to Mead & Hunt, Inc. Mead & Hunt, Inc. makes no representation as to compatibility of electronic files with the Client's hardware or software. Differences may exist between these electronic files and corresponding hard-copy documents. Mead & Hunt, Inc. makes no representation regarding the accuracy or completeness of the electronic files provided. In the event that a conflict arises between the signed or sealed hard-copy documents prepared by Mead & Hunt, Inc. and the electronic files, the signed or sealed hard-copy documents shall govern. Because information presented on the electronic files can be modified, unintentionally or otherwise, Mead & Hunt, Inc. reserves the right to remove all indicia of Ownership and/or involvement from each electronic display. Under no circumstances shall delivery of the files for reuse be deemed a sale by

Mead & Hunt, Inc. and Mead & Hunt, Inc. makes no warranties, either express or implied, of merchantability and fitness for any particular purpose. In no event shall Mead & Hunt, Inc. be liable for any loss of profit, delayed damages, or any consequential damages as a result of reuse or changes to files or any data therein.

12. Mead & Hunt, Inc. will provide services in accordance with ordinary generally accepted standards of professional practices. Mead & Hunt, Inc. disclaims all warranties and guarantees, express or implied. The parties agree that this is a contract for professional services and is not subject to any Uniform Commercial Code. Similarly, Mead & Hunt, Inc. will not accept those General Terms offered by the Client in its purchase order, requisition, notice of authorization to proceed, or any other contractual document except as set forth herein or expressly agreed to in writing. Written acknowledgment of receipt or the actual performance of services subsequent to receipt of such other contractual document is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein. Nothing in the Contract and/or General Terms is intended to create, nor shall it be construed to create, a fiduciary duty owed by either party to the other party.
13. Mead & Hunt, Inc. cannot and does not guarantee that proposals, bids or actual project or construction costs will not vary from the actual and/or final project or construction costs or that the project or construction costs will not vary from the final costs of the project. The Client agrees to indemnify and to hold Mead & Hunt, Inc. harmless for any claim arising out of or related in any way to project or construction costs even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.
14. If the Client is a municipality or state authority or any government authority/agency, the Client agrees to indemnify and hold harmless Mead & Hunt, Inc. for all claims arising out of or related in any way to acts done by Mead & Hunt, Inc. in the exercise of legislative or quasi-legislative functions.
15. Neither the Contract nor these General Terms shall be construed as imposing upon or providing to Mead & Hunt, Inc. the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work of the contractors or subcontractors.
16. Mead & Hunt, Inc. shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of use, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages. Mead & Hunt, Inc. shall not be liable for any loss due to terrorism.
17. The Contract and these General Terms contains the entire understanding between the parties on the subject matter hereof and no representations, inducements, promises or agreements not embodied herein shall be of any force or effect, and these General Terms supersedes any other prior understanding entered into between the parties on the subject matter hereof. The Contract and General Terms do not create any benefits for any third party. No waiver of compliance with any provision or condition hereof shall be effective unless agreed in writing duly executed by the waiving party.
18. The parties agree that Mead & Hunt, Inc.'s services in connection with the Contract and General Terms shall not subject any of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders to any personal legal liability for any breaches of this agreement or for any negligence in performing any services in connection with this agreement even if such claim arises out of and/or has been caused in whole or in part by negligence on the part of Mead & Hunt, Inc.'s current or former employees, officers, directors or shareholders. Therefore, notwithstanding anything to the contrary contained herein, the Client agrees that the Client's sole and exclusive remedy, for any breach of contract or any negligent performance of services in connection with this agreement shall be a claim against Mead & Hunt, Inc., and any claim, demand, suit, or judgment shall be asserted only as against Mead & Hunt, Inc.'s corporate entity, and not against any of Mead & Hunt, Inc.'s current or former employees, officers, directors, or shareholders, and the Client covenants not to sue these individuals. Each of Mead & Hunt, Inc.'s current and former employees, officers, directors or shareholders are made express beneficiaries of this Paragraph.
19. None of the rights and/or obligations of either party hereunder may be assigned except with the prior written consent of the other party, and any attempted assignment without such consent shall be void.
20. The limitations and indemnity provided herein shall not apply to the willful or intentional acts of Mead & Hunt, Inc. or its employees, shareholders, officers, or directors. The Client acknowledges and agrees that it has had an opportunity to negotiate with respect to the limitations of the General Terms and understands and agrees that if those Paragraphs were not included herein the fees for the services provided in connection with the General Terms and Contract would be significantly higher. The Client further acknowledges that it is a sophisticated party with experience in the acquisition of design services.
21. If a dispute arises out of or relates to the Contract and/or General Terms, or its breach, the parties shall endeavor to settle the dispute first through direct discussions. If the dispute cannot be settled through direct discussions, the parties shall endeavor to settle the dispute by mediation. If mediation is unsuccessful, then the parties may exercise their rights at law.
22. If any term or provision of this Contract is held unenforceable, then such provision will be modified to reflect the parties' intention. All remaining provisions of this Contract shall remain in full force.
23. Nothing contained in the Contract or the General Terms shall create a contractual relationship with or a cause of action in favor of a third party against Mead & Hunt, Inc. Mead & Hunt, Inc.'s services under the Contract are being performed solely for the Client's benefit, and no other party or entity shall have any claim against Mead & Hunt, Inc. because of the Contract or General Terms or the performance or nonperformance of services hereunder.
24. The General Terms and the Contract shall be construed and interpreted in accordance with the laws of the state of Wisconsin. No action may be brought except in the state of Wisconsin.

## **Exhibit 2. Mead & Hunt Design Team Resumes**



**Scott R. Brosteau, PE**  
MUNICIPAL ENGINEER

**Areas of Expertise**

- Municipal engineering
- State and county trunk highway design
- Urban street design
- Highway and street drainage design
- Traffic signal design
- Bridge and highway construction observation
- WisDOT process

**Education**

- BS, Civil Engineering, University of Wisconsin

**Registration**

- Licensed Professional Engineer – Wisconsin (#29074-006)

**Memberships**

- American Society of Civil Engineers
- Wisconsin Rural Water Association

**Credentials**

- Environmental Training Workshop, WisDOT
- Traffic Signal Design, UW-Extension
- Alternate Street Design, WisDOT
- Designing and Managing Wastewater Pumping Facilities, UW Extension
- Asset Management, UW Extension

Scott Brosteau manages municipal projects for Mead & Hunt’s municipal engineering group. He has more than 25 years of experience in urban road design, highway design, storm water management and underground utility design. His project responsibilities include agency and utility coordination, public involvement, engineering design and construction administration. He has extensive experience in preparing project plans, specifications and engineering for municipal projects.

In addition, Scott is responsible for coordinating, communicating and resolving issues for the various communities he represents as their engineer. He has led public involvement and outreach and facilitated coordination with local communities and agencies. His proven ability to listen, understand and communicate with local stakeholders has led to engaging work sessions that focus on consensus building and conflict resolution.

**RELATED PROJECTS**

**Sanitary District Engineer**

**Ledgeview Sanitary District No. 2**

**Brown County, Wisconsin**

**Sanitary District Engineer.** Scott performed work for the Ledgeview Sanitary District No. 2 for the past 18 years. As its engineer, he is responsible for design and coordination of all engineering related projects undertaken by the District.

**Utility District Engineer**

**Scott Utility District**

**Scott, Wisconsin**

**Utility District Engineer.** Scott has performed work for the Scott Water Utility District for the past ten years. As its engineer, he is responsible for design and coordination of all engineering related projects undertaken by the District.

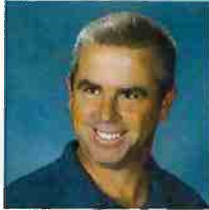
**Sanitary Sewer and Lift Station**

**Village of Ephraim**

**Door County, Wisconsin**

**Project Manager.** Scott was responsible for the design and construction of 1.5 miles of sanitary sewer and a lift station in the Village of Ephraim. Project work included replacing a low pressure sanitary collection system with a gravity sanitary sewer system and a lift station. Sanitary sewer was installed using rock trenching technology in place of blasting. The 25-foot deep lift station consisted of three submersible pumps, variable frequency drives, and SCADA system.





# Terry W. Janssen

CONSTRUCTION INSPECTION

## Areas of Expertise

- Construction inspection
- Materials testing
- Surveying

## Education

- Northeast Wisconsin Technical College -- Green Bay, Wisconsin

Terry Janssen has performed construction inspection in Wyoming and Wisconsin. His experience includes inspecting the installation of municipal and private sanitary sewer collection systems, storm sewer collection systems, water distribution systems, storm sewer collection systems, water distribution systems, airport improvements, and road construction. He has also inspected bridges and concrete paving.

Terry has extensive survey experience, including construction staking for municipal and private sanitary sewer collection systems, storm sewer collection systems, water distribution systems, airport improvements, and road construction. He has also performed documentation surveying of landfills, aerial ground control surveys, subdivision layout surveys, record research, drafting, dependent resurveys, boundary surveys, easement surveys, and methane well surveys.

Terry's materials testing experience includes plastic and cured concrete, aggregate, and percolation testing.

## RELATED PROJECTS

### Construction Inspection

#### Village of Munising

#### Munising, Wisconsin

**Construction Manager.** Terry was responsible for the replacement of more than 10 miles of sanitary sewer, water main and storm sewer in the City of Munising. This two-year project replaced approximately two-thirds of the City's underground facilities. Along with the underground facilities, the roadways were reconstructed with new curb and gutter and pavement. Terry was responsible for coordination with the contractor, City staff, the public and businesses in a community that relies heavily on tourism as its livelihood.

### Construction Observation

#### CTE Engineers/Central Brown County Water Authority

#### Green Bay, Wisconsin

**Construction Manager.** Working as a subconsultant to CTE Engineers, Terry provided construction observation services for the construction of a 65 mile water supply pipeline from Manitowoc to Green Bay, Wisconsin. The pipeline was constructed to serve six Green Bay area communities. The pipe ranged in size from 18- to 42-inches in diameter and included river crossings, directional boring and fiber optic installation. He was also responsible for coordinating construction permitting efforts with multiple agencies, and observing the construction of several metering and pumping stations.



Paul Willis, PE  
PROJECT MANAGER

**Areas of Expertise**

- Municipal engineering
- Stormwater management
- Commercial development
- Residential development
- Site planning
- Feasibility studies
- Water resources management

**Education**

- BS, Civil Engineering, Michigan Technological University

**Registration**

- Licensed Professional Engineer – Wisconsin

Paul Willis has 20 years of experience in municipal engineering, residential and commercial development. His work includes project management, utility and road design, cost estimating, permitting, site planning, grading, stormwater management, and sustainable site development. His responsibilities also include cooperating with local municipalities, developers and regulatory agencies to achieve complete and accurate designs. Paul's years of design and construction experience allow him to anticipate design concerns and address potential construction issues before the ground is broken.

Paul has strong skills in developing client trust and satisfaction by effectively communicating design possibilities, concerns, and project goals. Paul will regularly meet with residents and other stake holders to identify existing problems before design begins. This hands-on approach will often eliminate frustration during construction and long term satisfaction from those directly affected by the project.

**PROJECT EXPERIENCE**

**Scray Hill Road**

**Town of Ledgeview**

**Civil Engineer.** The Town of Ledgeview is in the process of urbanizing a section of Scray Hill Road. As the lead designer for the project, Paul prepared construction documents for several phases of construction. The first phase of construction required the coordination of two subdivisions that received sewer and water extensions as the utilities were improved within the roadway of Scray Hill. Phase two required the design of storm water management and roadway items to accommodate a heavily traveled residential roadway. Construction is currently underway, where Paul continues to provide support to the construction inspection team.

**Red Hawk Subdivision and Bower Creek Road**

**Town of Ledgeview**

**Civil Engineer.** As the Town of Ledgeview continues to grow, several new subdivisions have been constructed over the last five years. Paul has been the lead design engineer for each of these developments. The most recent development was the Red Hawk Subdivision located west of Bower Creek Road. Paul's responsibility as the lead designer included the development of plans and specification as well as prepare and submit all necessary permits to allow for construction. The design of this development included the reconstruction of Bower Creek Road.