



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, FEBRUARY 6, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

<https://us02web.zoom.us/j/5997866403?pwd=alcreldSbGpNUVl1VnR1RWF5bXovdz09>

Meeting ID: 599 786 6403

Passcode: 53538

Dial by Location

+1 312 626 6799

If you have special needs or circumstances which may make communication or accessibility difficult at the meeting, please call (920) 397-9901. Accommodations will, to the fullest extent possible, be made available on request by a person with a disability.

AGENDA

- 1. Call meeting to order**
- 2. Roll call**
- 3. Public Hearings**
- 4. Public Comment:** *The City Council will receive comments from City residents. Comments are generally limited to three minutes per individual. Anyone wishing to speak is required to sign up in advance or state the following items for the record when called upon: name, address, subject matter, and contact information. No action will be taken on any public comments unless the item is also elsewhere on the agenda.*
- 5. Consent Agenda:** *The Consent Agenda outlined below is hereby presented for action by the City Council. Items may be removed from the Consent Agenda on the request of any one Council member. Items not removed may be adopted by one action without debate. Removed items may be taken up either immediately after the Consent Agenda or placed later on the agenda at the discretion of the Council President.*
 - a. Review and possible action relating to the **minutes of the January 16, 2024 regular**

Fort Atkinson City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)

- b. Review and possible action on the **minutes of the January 30, 2024 Police and Fire Commission meeting** (Ebbert, Clerk/Treasurer/Finance Director)

6. Petitions, Requests, and Communications

- a. Honoring Fort Atkinson Police Officer Vanessa Leonard and Johnson Creek Police Officer Jay Leonard, for being awarded the Crisis Intervention Officers of the Year award (Bump, Police Chief)

7. Resolutions and Ordinances

- a. Review and possible action relating to a **Resolution recognizing World Migratory Bird Day** on Saturday, May 11, 2024 (Houseman, City Manager)

8. Reports of Officers, Boards, and Committees

- a. City Manager's Report (Houseman, City Manager)

9. Unfinished Business

10. New Business

- a. Review and possible action on a purchase request for **Mobile Data Computers** with 2024 CIP funds for the Police Department at a cost not to exceed \$20,490 (Bump, Police Chief)
- b. Review and possible action relating to the **2024 construction contract for water main replacement and street improvements** (Selle, Director of Public Works)
- c. Review and possible action on a design contract for the City's **2025 water main replacement and street improvements** (Selle, Director of Public Works)
- d. Review and possible action on a design contract for the **Riverside Drive water main and sanitary sewer improvements** (Selle, Director of Public Works)
- e. Review and possible action on a contract for the **design of the Banker Road Development public infrastructure** (Selle, Director of Public Works)

11. Miscellaneous

12. Claims, Appropriations and Contract Payments

- a. Review and possible action relating to the **Verified Claims** presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)

13. Adjournment

Date Posted: February 2, 2024

CC: City Council; City Staff; City Attorney; News Media; Fort Atkinson School District; Fort Atkinson Chamber of Commerce

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**CITY COUNCIL MEETING
IN PERSON AND VIA ZOOM
TUESDAY, JANUARY 16, 2024 – 7:00 PM
CITY HALL – SECOND FLOOR**

1. CALL MEETING TO ORDER

President Johnson called the meeting to order at 7:00 pm.

2. ROLL CALL

Present: Cm. Becker, Cm. Jaeckel, Cm. Lescohier, Cm. Schultz and President Johnson. Also present: City Manager, City Clerk/Treasurer, City Engineer, City Attorney, Librarian, Interim Fire Chief, Park & Recreation Director and Museum Director.

3. PUBLIC HEARINGS - NONE

4. PUBLIC COMMENT - NONE

5. CONSENT AGENDA:

- a. *Review and possible action relating to the minutes of the January 4, 2024 regular Fort Atkinson City Council meeting (Ebbert, Clerk/Treasurer/Finance Director)*
- b. *Review and possible action relating to building, plumbing, and electrical permit report for December 2023 (Draeger, Building Inspector/Zoning Administrator)*
- c. *Review and possible action relating to the City Clerk-issued License and Permit Report for December 2023 (Ebbert, Clerk/Treasurer/Finance Director)*
- d. *Review and possible action relating to City Sewer, Water, and Stormwater Utility Financial Statements as of December 31, 2023 (Ebbert, Clerk/Treasurer/Finance Director)*
- e. *Review and possible action relating to the 2023 Year-end building, plumbing, and electrical permit report (Draeger, Building Inspector/Zoning Administrator)*
- f. *Review and possible action relating to Temporary Class B Retailer's Licenses for the Fort Atkinson Historical Society (Ebbert, Clerk/Treasurer/Finance Director)*
- g. *Review and Possible action on a Special Event: Candlelight Ski and Hike, Saturday, Feb. 10, 2024, 2-8 p.m. at Haumerson's Pond (Ebbert, Clerk/Treasurer/Finance Director)*
Cm. Becker moved, seconded by Cm. Jaeckel to approve the Consent Agenda as presented, items 5.a. through 5.g. Motion carried unanimously.

6. PETITIONS, REQUESTS, AND COMMUNICATIONS:

- a. *Library 2023 year-end report (Robinson, Dwight Foster Public Library Director)*
No action was taken.

7. RESOLUTIONS AND ORDINANCES:

a. *Review and possible action on a Resolution Opposing Wisconsin 2023 Senate Bill 691 and 2023 Assembly Bill 768 (Houseman, City Manager)*

Manager Houseman reviewed the history of the bill that dates back to September 2023 when members of the Wisconsin Legislature introduced a bill allowing certain towns to designate themselves as “urban towns,” a designation that would limit the effect of extraterritorial zoning and plat approval and annexation by other municipalities. At that time, staff prepared a letter in opposition to the bill and sent it to Senator Nass and Representative Johnson, which represent the City of Fort Atkinson in the Senate and Assembly, respectively. In late December 2023, the League of Wisconsin Municipalities announced that the bill had been named [SB 691/AB 768](#), had legislative sponsors, and would move forward with a public hearing in front of the Senate Transportation and Local Government Committee. The text of the bill is attached for review. This public hearing took place on January 10, 2024. Houseman discussed how she attended the hearing and spoke in opposition to the bill. SB 691/AB 768 provides towns with a population over 5,000 the ability to self-designate as an “urban town” without review or approval of the Department of Administration, a designated review board, a regional planning commission, or any other board or agency. There is no requirement for a public hearing, referendum, or any other way for representatives from a neighboring municipality to raise concerns or objections. The bill removes city or village review of growth near their borders and will force cities and villages with capacity to extend water and sewer services outside their boundaries to service properties within the town. It also exempts urban towns from extraterritorial plat approval and zoning. To ensure growth that is consistent with community objections, neighboring cities and villages that have extraterritorial plat approval jurisdiction review development for compliance with municipal ordinances, local comprehensive plans, and official maps. Without this check, urban towns would be able to sprawl without regard to existing patterns or plans for development. The bill also requires any future city or village annexations of land within a designated urban town to be unanimous annexations. There are 1,253 towns in Wisconsin. There are 32 towns that would currently qualify for an “urban town” designation. There are many others that may qualify in the future based on current criteria. Likewise, if the bill became law, it would be easy for the Legislature to continually decrease the minimum population or other criteria to appease town residents who may not like the decisions of an adjacent municipality, thus qualifying many more towns for the self-designation. Note that 72% of the state’s population currently reside in cities and villages. Ninety percent of the state’s commercial property value is located within cities and villages, as is 89% of the state’s manufacturing value. Nearly all the state’s airports and commercial ports, 153 of the state’s 155 hospitals, 342 public libraries, and all of the state’s public and private colleges and universities are located within cities and villages. Cities and villages continue to be the state’s economic engines. Inhibiting or stopping the growth of such cities and villages would negatively impact the economic outlook of the entire state. Wisconsin law already provides several options for towns that want to provide additional services for their residents or control additional land use decisions. Towns can adopt their own zoning ordinances. Towns can include planned growth areas within their comprehensive plans. Towns can enter into cooperative boundary agreements with neighboring cities and villages. Towns can adopt village powers, and towns can incorporate into cities or villages.

SB 691/AB 768, if made into law, may not have any immediate financial impact on the City of Fort Atkinson. However, if it is adopted and the surrounding town were to qualify as an urban town and so designate in the future, there would be several dire financial consequences including, but not limited to, the following:

- Increase cost to current water and sewer rate payers due to the increase in infrastructure necessary to serve town residents. The bill requires that town residents pay the initial cost of the infrastructure, but there are opportunity costs associated with using capacity for less dense single-family development (instead of commercial or industrial development) as well as repair, maintenance, and replacement costs associated with additional infrastructure. There would also be less control over the effluent received by the wastewater treatment plant and may negatively impact the City's ability to treat to the standards required by the DNR.
- If the City is not permitted to grow, the tax base cannot grow. Without a growing tax base, the City will not be able to pay for existing critical services provided to residents including Fire, EMS, Police, and Public Works. This problem would be exacerbated by the additional residents of the town who would use the City's roads, parks, and other infrastructure without paying their fair share of the costs.

Cm. Lescohier moved, seconded by Cm. Schultz to adopt the Resolution opposing Wisconsin 2023 Senate Bill 691 and 2023 Assembly Bill 768 and direct the City Manager to provide a copy of the Resolution to the members of the State Legislature representing the City, as well as the League of Wisconsin Municipalities, the bill's authors, and the Senate and Assembly Committees on Local Government. Motion carried unanimously.

8. REPORTS OF OFFICERS, BOARDS, AND COMMITTEES:

a. *City Manager's Report (Houseman, City Manager)*

No action was taken.

9. UNFINISHED BUSINESS – NONE

10. NEW BUSINESS:

a. *Review and possible action relating to hose purchase from MacQueen Emergency for the Fire Department at a cost not to exceed \$25,000 (Lawrence, Interim Chief)*

Interim Chief Lawrence addressed the fire hoses that have reached the end of their life cycle or have been damaged while in use. A large diameter hose has a life expectancy of 15 years. Due to annual testing and maintenance the department can extend the use to somewhere between 15 and 20 years. The department currently has 1050 feet over the 20-year mark and needs to be replaced. The department also currently has 300 ft. of 2 ½" and 1,500 ft of 1 ¾" hose that needs to be replaced. Like the large diameter hose the 2 ½" and 1 ¾" hoses have reached the end of their life cycle or have been damaged during use. Staff sought proposals from three companies for the hoses: MacQueen Equipment, Fire Service, Inc., and Conney Safety. The former two proposals are attached to this memo, and the third company did not submit a proposal. There is \$25,000 in the 2023 Capital Improvements Projects Budget for firefighting equipment (\$17,000) and a turnout gear dryer (\$8,000). These projects were included in the

2022-2023 borrowing that took place in the spring of 2022. Since that time, the cost of hoses has increased beyond what was budgeted, and staff determined that a turnout gear dryer was not necessary. As such, staff proposes to use all \$25,000 borrowed in 2022 for Fire Department equipment for the replacement of the hoses as outlined in the proposal from MacQueen Equipment.

Cm. Lescohier moved, seconded by Cm. Becker to authorize the purchase of the products outlined on the MacQueen proposal at a cost not to exceed \$25,000, using borrowed funds as outlined in the 2023 CIP budget. Motion carried unanimously.

11. MISCELLANEOUS – NONE

12. CLAIMS, APPROPRIATIONS AND CONTRACT PAYMENTS:

- a. Review and possible action relating to the Verified Claims presented by the Director of Finance and authorization of payment (Ebbert, Clerk/Treasurer/Finance Director)*

Cm. Jaeckel moved, seconded by Cm. Becker to approve the list of verified claims presented by the Director of Finance and authorize payments. Motion carried unanimously.

13. ADJOURNMENT

Cm. Becker moved, seconded by Cm. Schultz to adjourn. Meeting adjourned at 7:35 pm.

Respectfully submitted,
Michelle Ebbert
City Clerk/Treasurer/Finance Director



**POLICE AND FIRE COMMISSION MEETING
TUESDAY, JANUARY 30, 2024 – 1 P.M.
CITY HALL – SECOND FLOOR**

1. CALL MEETING TO ORDER

Chairperson Jones called the meeting to order at 1:00 pm.

2. ROLL CALL

Present: Commissioners Hartwick, Turk, Raub, Schultz and Chairperson Jones. Also present: City Manager, City Clerk/Treasurer and Gov HR Rep Tim Sashko.

3. THE POLICE AND FIRE COMMISSION MAY CONSIDER A MOTION TO CONVENE IN CLOSED SESSION PURSUANT TO STATE STAT. §19.85(1)(C) TO CONSIDER EMPLOYMENT, PROMOTION, COMPENSATION, OR PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHICH THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY [REVIEW OF APPLICANTS FOR THE FIRE/EMS CHIEF POSITION]

Hartwick moved to convene in closed session pursuant to State Stat. §19.85(1)(c) to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility [review of applicants for the Fire/EMS Chief position]. Motion seconded by Schultz and carried by a unanimous voice vote.

At 5:15 p.m., Schultz moved to reconvene in open session. Turk seconded, and the motion carried unanimously on a voice vote.

4. THE POLICE AND FIRE COMMISSION MAY RETURN TO OPEN SESSION AND MAY TAKE ACTION ON THE MATTER CONSIDERED IN CLOSED SESSION

Schultz moved to authorize the City Manager to make an offer of employment to the top candidate. Turk seconded, and the motion carried unanimously on a voice vote.

5. ADJOURNMENT

At 5:17 p.m., Hartwick moved to adjourn the meeting. Turk seconded, and the motion carried unanimously.

Respectfully submitted,
Michelle Ebbert and Rebecca Houseman



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

PRESS RELEASE

DATE: January 18, 2024

TO: Local Media Outlets

FROM: Sarah Weihert, Public Relations Executive Assistant

RE: Officers awarded Crisis Intervention Officers of the Year

Fort Atkinson Police Officer Vanessa Leonard and her spouse Johnson Creek Police Officer Jay Leonard were awarded the Crisis Intervention Officers of the Year award from Jefferson County Human Services at the Jefferson County Chief's and Sheriff's Association annual award banquet Jan. 17, 2024.

Vanessa and Jay were nominated by the Fort Atkinson Police Department for the establishment of the Jefferson County Support Team (P.O.S.T.), a peer-to-peer support network designed to assist officers and their families during times of personal and professional crises. The primary objective of the team is not to conduct investigations, but rather to provide encouragement, education, and normalization of life and career stressors. Thanks to the tireless efforts of Vanessa and Jay, the team now comprises members from every law enforcement agency in the county.

The mission of the Jefferson County Police Officer Support Team is, "to be a confidential resource to emergency service employees and their family members who are experiencing overwhelming personal and occupational stressors." Vanessa takes the selection of team members seriously, implementing stringent criteria and training procedures to ensure their qualifications. She has invested countless hours in developing literature, attending training sessions at her own expense, and spearheading the team's establishment. All of this has been done without any monetary reward, solely with the aim of fortifying the thin blue line.

P.O.S.T. offers a range of services to law enforcement departments, free of charge, including defusing and debriefing sessions. The team promptly assembles and responds after critical incidents, providing affected responders with an opportunity to process the emotional aspects of high-stress situations. These sessions take place in a judgment-free environment, surrounded by peers. Additionally, P.O.S.T. members are available by phone to officers in need. When the situation exceeds the team's capabilities, Vanessa and Jay ensure that they have access to appropriate resources for referral.

Members of the Fort Atkinson Police Department Command staff said in nomination paperwork, Vanessa and Jay have single-handedly initiated a movement of support for first responders throughout Jefferson County. They have created a sense of community where none existed before.

“The resources provided by P.O.S.T. enable our department to send officers into the community with clearer minds and better physical health. Thanks to Vanessa and Jay's selfless efforts, our first responders now have access to support that would otherwise be unavailable,” said Chief Adrian Bump. “The positive impact of their endeavors extends not only to our departments and responders but also to our communities. Most importantly, it benefits our brothers, sisters, and their families.”

Over the past seven years a Fort Atkinson Police Officer has won this award four out of the seven times.

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Photo caption: CIT Officer of the Year: Fort Atkinson Police Officer Vanessa Leonard and her spouse Johnson Creek Police Officer Jay Leonard were awarded the Crisis Intervention Officers of the Year award from Jefferson County Human Services at the Jefferson County Chief's and Sheriff's Association annual award banquet Jan. 17, 2024. From left are: Lt. Ben Lindsey, Chief Adrian Bump, Officer Vanessa Leonard, Officer Jay Leonard, Lt. Dan Hefty and Lt. Kevin Miller.

CIT Officer of the Year 2: Officer Vanessa Leonard and Officer Jay Leonard are seen after being awarded the Crisis Intervention Officers of the Year award from Jefferson County Human Services at the Jefferson County Chief's and Sheriff's Association annual award banquet Jan. 17, 2024.







MEMORANDUM

DATE: February 6, 2024

TO: Fort Atkinson City Council

FROM: Rebecca Houseman, City Manager

RE: Review and possible action relating to a Resolution recognizing World Migratory Bird Day on Saturday, May 11, 2024 (Houseman, City Manager)

BACKGROUND

Annually, since 2016, the City of Fort Atkinson has recognized the second Saturday in May as **World Migratory Bird Day** as part of the City's "Bird City" designation.

DISCUSSION

The 2023 World Migratory Bird Day (WMBD) will be held on Saturday, May 11, 2024. The World Migratory Bird Day campaign in 2024 will stress the need for proactive conservation measures. This includes reducing the use of pesticides and fertilizers, and where possible, switching to organic farming. Other measures include maintaining and connecting areas of natural vegetation which provide food and shelter for birds and other species, in agricultural landscapes.

FINANCIAL ANALYSIS

This resolution is not expected to have any financial impact on the City.

RECOMMENDATION

Staff recommends that the City Council adopt the Resolution proclaiming Saturday, May 11, 2024, as World Migratory Bird Day, and encourage all citizens to support efforts to protect and conserve migratory birds and their habitats.

ATTACHMENTS

1. 2.6.24 World Migratory Bird Day Resolution

RESOLUTION NO. _____

**RESOLUTION RECOGNIZING WORLD MIGRATORY BIRD DAY
IN THE CITY OF FORT ATKINSON**

WHEREAS, migratory birds are some of the most beautiful and easily observed wildlife that share our communities; and

WHEREAS, many citizens recognize and welcome migratory songbirds as symbolic harbingers of spring; and

WHEREAS, these migrant species also play an important economic role in our community, controlling insect pests and generating millions in recreational dollars statewide; and

WHEREAS, migratory birds and their habitats are declining throughout the Americas, facing a growing number of threats on their migration routes and in both their summer and winter homes; and

WHEREAS, public awareness and concern are crucial components of migratory bird conservation; and

WHEREAS, citizens enthusiastic about birds, informed about the threats they face, and empowered to help address those threats can directly contribute to maintaining health bird populations; and

WHEREAS, since 1993 World Migratory Bird Day (formerly International Migratory Bird Day) has become a primary vehicle for focusing public attention on the nearly 350 species that travel between nesting habitats in our communities and throughout North America and their wintering grounds in South and Central America, Mexico, the Caribbean, and the southern U.S.; and

WHEREAS, hundreds of thousands of people will observe WMBD, gathering in town squares, community centers, schools, parks, nature centers, and wildlife refuges to learn about birds, act to conserve them, and simply to have fun; and

WHEREAS, while WMBD officially is held each year on the second Saturday in May and also in October, its observance is not limited to a single day, and planners are encouraged to schedule activities on the dates best suited to the presence of both migrants and celebrants; and

WHEREAS, WMBD is not only a day to foster appreciation for wild birds and to celebrate and support migratory bird conservation, but also a call to action.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Fort Atkinson that May 11, 2024, be declared as **World Migratory Bird Day** in the City of Fort Atkinson; and

BE IT FURTHER RESOLVED that the City Council urges all citizens to celebrate this observance and to support efforts to protect and conserve migratory birds and their habitats in our community and the world at large.

Adopted by the City Council of the City of Fort Atkinson this 6th day of February 2024.

Bruce Johnson, City Council President

Attest:

Michelle Ebbert, City Clerk/Treasurer/Finance Director



MEMORANDUM

DATE: February 6, 2024

TO: Fort Atkinson City Council

FROM: Adrian Bump, Police Chief

RE: Review and possible action on a purchase request for Mobile Data Computers with 2024 CIP funds for the Police Department at a cost not to exceed \$20,490 (Bump, Police Chief)

BACKGROUND

The Police Department is set to replace six (6) in car mobile data computers (MDCs) in 2024. Funds are established in the 2024 Capital Improvements Project Budget under the Police Outlay Account in the amount of \$20,000.00. The Police Department requested bids to replace the current Getac A140 Tablets with the newest version of the Getac A140 model. Through the bid process, staff received bids from CDW-G and Midwest Public Safety.

DISCUSSION

The replacement of the MDCs for the Department's patrol vehicle fleet was planned within the CIP. The current Getac tablets were installed in the fleet in 2019 and were identified to have a 5-year service life. They are military grade units; however, deployment to the field in a squad car does take its toll on computers. The MDCs have continued to be within the annual CIP for 2024 since that 2019 purchase. Units within the squads have shown their age and are ready for replacement. In 2019 when the Getac platform was launched, Midwest Public Safety was used for that purchase. CDW-G has since become an authorized dealer of Getac and is a vendor the Department we uses for other IT related services and products.

FINANCIAL ANALYSIS

Midwest Public Safety. Midwest Public Safety provided a quote for six Getac A140 Tablets with required specifications along with a 4-year extended warranty. Getac Tablet Quote with extended warranty: **\$20,490.00**. Note that the vehicle dock for \$700 is not required and is not included in this final amount.

CDW-G. CDW-G also provided a competitive quote for the same Getac A140 Tablets with a 4-year extended warranty. Getac Tablet Quote with extended warranty: **\$20,884.44**.

Quotes obtained during CIP planning in August 2023 were just over \$19,000. An estimate for

cost increases was made and the CIP was set at \$20,000. With the latest quotes, the estimate for inflation did not cover current costs. Using the lowest bid, the department is \$490 short of planned funds for this outlay purchase.

RECOMMENDATION

Before drafting this memo, staff worked with the City Manager to reference the increased costs for the purchase. The City Manager confirmed the CIP (Fund 16) could absorb the additional \$490 without drawing from other accounts or budget areas. The funds for this purchase are part of the levy-funded CIP, as can be seen on page 217 of the City's 2024 Adopted Budget document.

Based on this, staff recommends that the City Council approve the purchase of six new Getac A140 Tablets from Midwest Public Safety with the four-year extended warranty at a cost not to exceed \$20,490.00.

ATTACHMENTS

1. CDWG MDC Quote
2. Midwest Public Safety MDC Quote



Thank you for choosing CDW. We have received your quote.

Hardware

Software

Services

IT Solutions

Brands

Research Hub

QUOTE CONFIRMATION

CHIEF BUMP,

Thank you for considering CDW•G for your technology needs. The details of your quote are below. **If you are an eProcurement or single sign on customer, please log into your system to access the CDW site.** You can search for your quote to retrieve and transfer back into your system for processing.

For all other customers, click below to convert your quote to an order.

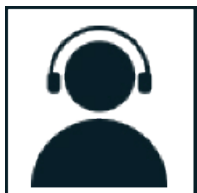
Convert Quote to Order

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
NRWB147	1/10/2024	GETAC 16GB	9992686	\$20,884.44

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Getac A140 G2 - 14" - Intel Core i5 - 10210U - 16 GB RAM - 256 GB SSD - 4G Mfg. Part#: AM2O64QAXBXX Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	6	7606998	\$3,213.92	\$19,283.52
Getac Bumper to Bumper + Extended Warranty - extended service agreement - 1 Mfg. Part#: GE-SVTBNFX4Y Electronic distribution - NO MEDIA Contract: Sourcewell 081419-CDW Tech Catalog (081419#CDW)	6	3690529	\$266.82	\$1,600.92

SUBTOTAL	\$20,884.44
SHIPPING	\$0.00
SALES TAX	\$0.00
GRAND TOTAL	\$20,884.44

PURCHASER BILLING INFO	DELIVER TO
Billing Address: CITY OF FORT ATKINSON PD 101 S WATER ST W FORT ATKINSON, WI 53538-2028 Phone: (920) 563-7777 Payment Terms: Net 30-Expired	Shipping Address: CITY OF FORT ATKINSON PD 101 S WATER ST W FORT ATKINSON, WI 53538-2028 Phone: (920) 563-7777 Shipping Method: DROP SHIP-GROUND
Please remit payments to:	
CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	



Sales Contact Info

Megan Verzoni | (866) 304-5732 | megan.verzoni@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$20,884.44	\$572.02/Month	\$20,884.44	\$657.44/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- Lower Upfront Costs. Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- Flexible Payment Terms. 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- Predictable, Low Monthly Payments. Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- Technology Refresh. Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- Bundle Costs. You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

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Support



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This order is subject to CDW's Terms and Conditions of Sales and Service Projects at

<http://www.cdwg.com/content/terms-conditions/product-sales.aspx>

For more information, contact a CDW account manager.

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QUOTE

Midwest Public Safety

C/O US Bank N.A.
TFM P.O. Box 860573
Minneapolis, Minnesota 55486-0573
United States

2178550082
midwestpublicsafetygroup.org

BILL TO
Fort Atkinson Police Department
Adrian Bump
101 S. Water St. W
Fort Atkinson, Wisconsin 53538
United States

920-563-7777
abump@fortpd.com

Estimate Number: 1204
Customer Ref: A140's Windows 11
Estimate Date: December 28, 2023
Valid Until: January 27, 2024
Estimate Total (USD): **\$21,190.00**

Products	Quantity	Unit Price	Extended Price
AM2064QAXBXX GETAC:A140 G2 - Intel Core i5-10210U Processor, W/ Webcam, W11 Pro x64 with 16GB RAM, 256GB PCIe SSD, Sunlight Readable (Full HD IPS + Touchscreen + Stylus), US Power Cord, WIFI + BT + GPS / Glonass + 4G LTE (EM7511) + Passthrough, LAN, SCrdr, 3yb2b	6	\$3,150.00	\$18,900.00
GE-SVTBNFX4Y GETAC : Bumper-to-Bumper 4 Year Extended Warranty	6	\$265.00	\$1,590.00
OHHGTC8013 GETAC : Havis Triple Pass-Through Vehicle Dock with Port Replicator & bracket. DC Power Adaptor sold separately (A140)	1	\$700.00	\$700.00

Subtotal:	\$21,190.00
Total:	\$21,190.00
Estimate Total (USD):	\$21,190.00

Notes / Terms

Midwest Public Safety
2665 Harryland Rd.
Decatur, IL 62521



QUOTE

Midwest Public Safety

C/O US Bank N.A.

TFM P.O. Box 860573

Minneapolis, Minnesota 55486-0573

United States

2178550082

midwestpublicsafetygroup.org

Notes / Terms

www.midwestpublicsafetygroup.org

217-855-0082

Accepted by: _____

Accepted Date: _____



MEMORANDUM

DATE: February 6, 2024

TO: Fort Atkinson City Council

FROM: Andy Selle, Director of Public Works

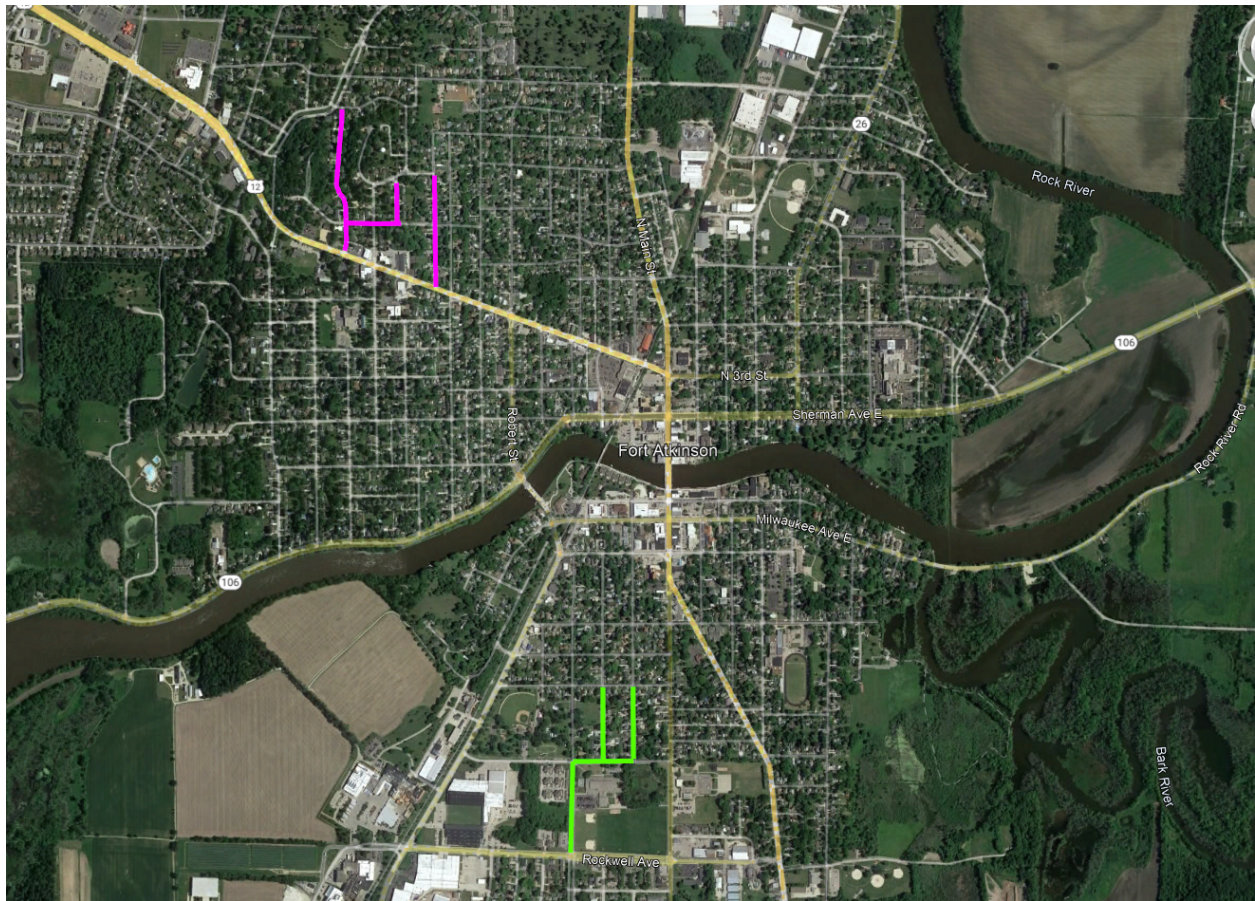
RE: Review and possible action relating to the 2024 construction contract for water main replacement and street improvements (Selle, Director of Public Works)

BACKGROUND

The 2024 right-of-way work in 2024 will focus on water main replacement on Cloute St (all), Zaffke (Caswell to Messmer), Caswell (Roosevelt to Zaffke) and Nelson St (Messmer to Madison Ave). In addition, sanitary sewer replacement will occur on Maple St (6th St to Park), Grant St (6th St to Park), Park St (Grant to Grove), and a short section of Grove St just south of Park St. All of Grove St between Park St and Rockwell Ave will be repaved.

Note that the Grove St project is a direct result of the City's acquisition of the lots adjacent to Jones Park in 2019. The sewer main in Grant and Maple was compromised and adding three additional homes (of the 6 proposed) on Maple St would likely have unsuccessful results. As such, staff delayed in establishing additional lot for redevelopment until sewer improvements could be accomplished. New water and sewer stubs will be placed for the new lots on both Grove and Maple – the 2019 memo to Council on this project is attached for reference as well.

The map below shows the areas of road work proposed in 2024. The streets outlined in pink include Cloute, Zaffke, Caswell, and Nelson, and represent the water main replacement and road reconstruction. The areas outlined in green include Maple, Grant, Park, and Grove, and represent the sewer replacement and repaving.



DISCUSSION

Staff sought proposals for this work through advertising in early December 2023. The result was a total of five construction firms returning proposals, which is the most staff has seen for this annual work. Forest Landscape and Construction provided the lowest proposal at \$2,723,061.50. This represents their third project in the City since 2016.

	Engineer's Estimate	Forest Landscaping & Construction, Inc	Maddrell Excavating, LLC	Rock Road Companies, Inc.	Asphalt Contractors	Musson Bros. Inc.
Frederick St, Nelson St, Messmer St - road resurfacing	\$88,485.03	\$85,177.00	\$79,795.20	\$123,178.67	\$81,959.00	\$263,023.31
Nelson St - water main replacement	\$413,417.83	\$442,441.00	\$459,923.80	\$485,920.74	\$484,286.00	\$564,231.52
Cloute St, Caswell St, Zaffke St - water main replacement	\$935,857.00	\$898,431.00	\$963,125.30	\$945,754.70	\$1,013,075.00	\$1,179,960.28
Grove St, Grant St, Park St, Maple St - sanitary replacement	\$691,296.89	\$700,808.50	\$754,970.20	\$744,162.99	\$954,896.60	\$859,830.14
Sidewalk (Frederick, Nelson, Messmer)	\$67,468.00	\$75,852.00	\$70,396.40	\$73,542.11	\$76,912.00	\$61,325.06
Sidewalk (Nelson St)	\$39,020.00	\$39,180.00	\$36,861.00	\$41,525.53	\$41,040.00	\$36,611.33
Sidewalk (Cloute, Caswell, Zaffke)	\$179,800.00	\$227,700.00	\$196,155.00	\$213,422.52	\$213,860.00	\$150,978.40
Sanitary Laterals (Maple, Grant, Grove)	\$220,976.00	\$253,472.00	\$324,134.00	\$277,950.68	\$344,188.00	\$373,032.43
Base Bid Total:	\$2,129,056.75	\$2,126,857.50	\$2,257,814.50	\$2,299,017.10	\$2,534,216.60	\$2,867,045.25
Alternate Totals	\$ 507,264.00	\$ 596,204.00	\$ 627,546.40	\$ 606,440.84	\$ 676,000.00	\$ 621,947.22
Grand Total	\$ 2,636,320.75	\$ 2,723,061.50	\$ 2,885,360.90	\$ 2,905,457.94	\$ 3,210,216.60	\$ 3,488,992.47

The proposals consisted of two parts. First, the Base Bid, which involves the exact work of sewer and water main replacement noted above. The second part is the alternate bids, of which there were four optional alternates. Three included the addition of sidewalk or sidewalk infill on those same streets and a fourth was for the full replacement of homeowner-owned sewer laterals on Grant and Maple. The latter would be assessed to the homeowner should they decide to replace it.

The table below shows the Funds from which the project will be funded. Note that the alternate bid item for sewer laterals includes a strike-through and does not factor into the anticipated contingency nor the portions of the project assessed to the five different funding accounts for this work.

CONSTRUCTION EXPENSES	ACCOUNTS					GRAND TOTALS
	SAN ACCT	WATER MAIN	HYD/SERV	STORM ACCT	ROAD ACCT	
BASE CONSTRUCTION TOTAL	\$ 601,703.25	\$ 615,057.42	\$ 175,110.00	\$ 88,311.75	\$ 646,675.08	\$ 2,126,857.50
ADD A-C TOTAL (SIDEWALKS)	\$ 17,100.00	\$ -	\$ -	\$ -	\$ 238,112.00	\$ 255,212.00
ADD D TOTAL (SEWER LAT.)	\$ 253,472.00	\$ -	\$ -	\$ -	\$ -	\$ 253,472.00
CONTINGENCY 10%	\$ 61,880.33	\$ 61,505.74	\$ 17,511.00	\$ 8,831.18	\$ 88,478.71	\$ 238,206.95
DESIGN						
CONSTRUCTION OVERSIGHT						
TOTAL	\$ 680,683.58	\$ 676,563.16	\$ 192,621.00	\$ 97,142.93	\$ 973,265.79	\$ 2,620,276.45

FINANCIAL ANALYSIS

As noted in the table above, there are five accounts through four Funds that will contribute to the funding for this project. Fund 5 includes the City's annual road construction levied funds and the revenue from the vehicle registration fees, and will pay a portion of road resurfacing (2/3), curb and gutter replacement (1/2), and all sidewalk/driveway replacement within the work areas. The budget for Fund 5, annually, is only \$720K, which is not enough to allow all sidewalks to be installed throughout the project area. However, Cloute St includes partial sidewalk on one side of the street. The City's goal is to complete in-fill sidewalk on at least one side, and both sides if possible, given the lack of sidewalk in the north/south direction within this dense residential area. The map below shows the existing sidewalk in red.



The Wastewater Utility will pay for the sewer main improvements along Grant, Maple, and Park. This cost is slightly higher than anticipated in the 2024 budget, but due to the utility's healthy fund balance, this work can be accommodated.

The Stormwater Utility will pay for all stormwater related work within all project areas. This recent increase in Stormwater Utility rates was partially done to begin paying for these types infrastructure repairs and replacements.

Finally, the Water Utility will pay for water main replacement within those project areas utilizing funds received from the rate payers expressly dedicated to removing failed water main, as well as the replacement of hydrants and services which is required to come from a separate account within the Water Utility.

This bid complicates a simple request for Council's approval. The Alternate D (replacing sanitary laterals along Maple and Grove) needs to be approved by Council, but will be a reimbursement to the City by residents who choose this option, thus not incurring costs to the wastewater utility. The sidewalk Alternatives C, will be reduced to focus on Cloute St only (estimated at \$100K). The Base Bid can be awarded in its entirety.

In light of this, the staff recommendation is to award the Base Bid, that portion of Alternate C (sidewalks) that may be applied to Cloute St within the 2024 Fund 5 budget, and all of Alternate D (new sewer laterals) with the understanding that any portion of Alternative D completed will be reimbursed to the City by the property owner desiring and receiving the benefit. Finally, as is past practice, staff requests a 10% contingency on the project Base Bid to manage throughout construction.

RECOMMENDATION

Staff recommends that the City Council approve a contract with Forest Construction in an amount not to exceed \$2,480,329.00 (composed of \$2,126,857 BASE + \$100,000 est., for Sidewalks on Cloute + ALT D \$253,472) funded as shown in this memo; and authorize the Director of Public works to manage a 10% contingency fund in the amount of \$222,385 (10% of Base Bid) on the project with approval of the City Manager.

ATTACHMENTS

1. Grove St Lots from City Council Packet - 11-05-19
2. 8836888_BidTab



9-6

CITY OF FORT ATKINSON, Fort Atkinson, WI, 53538

Date: November 1, 2019

TO: City Council

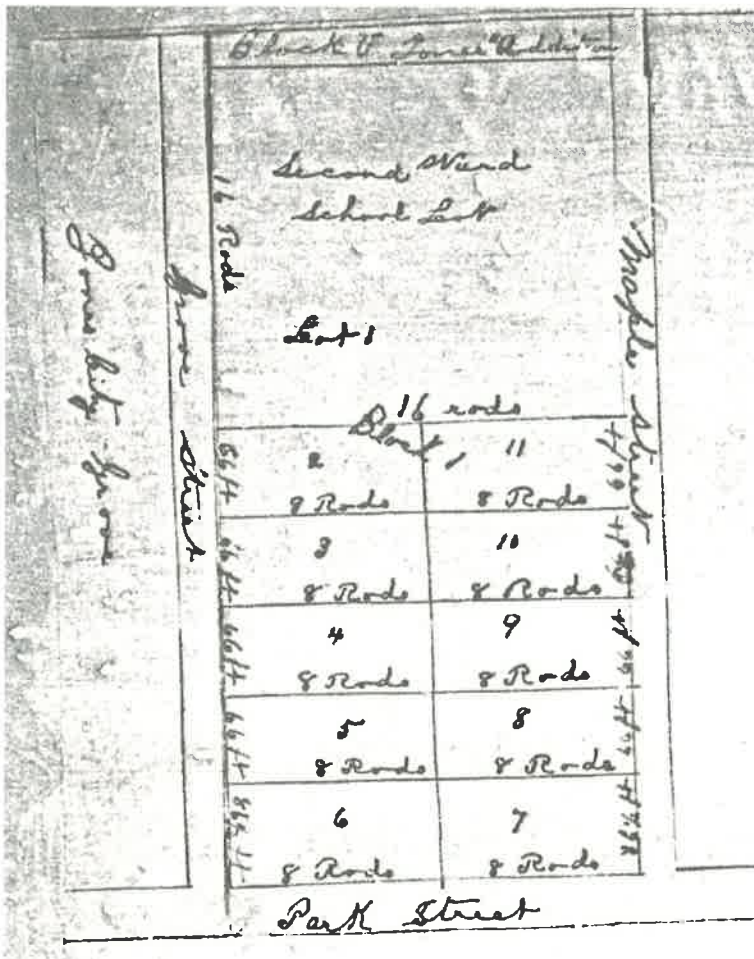
FROM: Tom Williamson, Assistant City Engineer

SUBJECT: Grove Street Conceptual Infill Residential Development

Background:

Pursuant to a request made by the City Manager, I reviewed the viability of a proposed small land division of City owned land in the 600 block of Grove Street and Maple Street. This area of the City consists of one and two family residential homes, all previously Platted in 1890 and 1904 as 66 feet wide by 132 feet deep lots in two lot back to back blocks bounded by public roads.

Original 1904 Subdivision Plat of Hanna Hall's Addition:



185



The land proposed for infill redevelopment into residential lots resides in the area shown on the plat as Lot 1 (Second Ward School Lot). Being an infill development it is important to at least attempt to remain true to the existing character of the neighborhood. I reviewed the area, existing homes within the block, and some of the homes in similar neighborhoods around the City to establish a basis with which to consider possible lot sizes.

Existing Residential Homes in and around the area and City:



Discussion:

The redevelopment of this area should take into consideration a variety of factors prior to determining whether or not a subdivision plat is a viable option for the City of Fort Atkinson. Location (proximity to schools, parks, and other amenities), existing lot sizes, and existing dwellings located nearby are all things to consider. What goals will be met with a redevelopment of this type of City owned land and how will the public look at the new lots and homes thereon is another item to consider.

The existing lots within this block appear to be fairly consistent in width and length, which lends well to a six (6) lot subdivision similar to the existing conditions. Lots with a width of 66 feet and a length of 132 feet provide for large enough building envelopes for smaller homes with attached garages, or slightly larger homes with detached garages, and leaves a little flexibility to the future landowners. A six (6) Lot development maintains a standard in keeping with the previously platted lands, fits well within the borders of the proposed development lands, and simplifies the land platting effort to help control costs. To help maintain the neighborhood feel of the new lots there are many architectural options that may work well in this area, and bring a nice value to the city.

Possible residential dwellings suitable for this type of development:



1500 SqFt.



1600 SqFt.



2200 SqFt.



1600 SqFt.



Below, you will see a financial analysis of the improvements for the proposed development. Please keep in mind these figures are for budget purposes and may differ from the final project costs. The analysis does not reflect any legal fees incurred as a result of platting and/or land deed restrictions, or covenants.

Financial Analysis:

Land Development, Design, and Engineering: To include initial survey fieldwork, preparation of a Preliminary Plat, City of Fort Atkinson review, preparation of Final Plat, submittal of plat to the State of WI Department of Administration Plat Review, placement of lot corner monuments, and Final Plat recording at the Jefferson County WI Register of Deeds Office, erosion control plan, interim grading plan, final grading plan, public utilities plan (water and sanitary sewer plans), and associated details and notes, installation of public utilities (sanitary sewer, water, electric, and gas), mass grading and establishment of proper drainage - \$115,000.00

Expectations for lot sales: 6 Lots @ \$30,000.00 = \$180,000.00

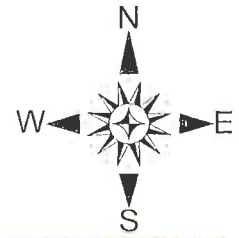
Net return to the City: \$180,000.00 - \$115,000.00 = \$65,000.00

Recommendation:

This area is ideal for an infill redevelopment and matches the current residential land use. The existing residential subdivision block contains a mix of single family and two family dwelling lots ranging in width from 60.83 feet to 96.83 feet, with a majority of lots at 66 feet. Under our current zoning code, no lots can be platted under 72 feet, but the future zoning proposed in the new code has minimum lot widths as small as 50 feet and this area may benefit from lots of similar size to what is already there. It would be beneficial to wait until the new zoning (with the reduced minimum lot size) is in place and then plat, and improve, this area into a six (6) lot infill redevelopment subdivision with covenants and restrictions controlling the size, type, and architecture of the homes.

4 of 5

PROPOSED 6 LOT SUBDIVISION



Item Code	Item Description	UoM	Quantity	Engineer's Estimate		Forest Landscaping & Construction, Inc		Maddrell Excavating, LLC		Rock Road Companies, Inc.		Asphalt Contractors		Musson Bros. Inc.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Base Bid A FREDERICK ST (JACKSON ST - NELSON ST), NELSON ST (FREDERICK ST-MESSMER ST), MESSMER ST (ZAFFKE ST-NELSON ST)															
1	Traffic Control - Work Zone	LS	1		\$2,500.00	\$3,000.00	\$3,000.00	\$1,250.00	\$1,250.00	\$45,651.68	\$45,651.68	\$4,000.00	\$4,000.00	\$188,332.90	\$188,332.90
2	Topsoil, Seed, Fertilize, and Erosion Mat	LS	1		\$2,000.00	\$2,000.00	\$1,750.00	\$1,750.00	\$6,502.20	\$6,502.20	\$1,500.00	\$1,500.00	\$2,508.00	\$2,508.00	
3	Asphalt Pavement Saw Cutting	LF	30		\$4.00	\$5.00	\$150.00	\$5.00	\$150.00	\$1.20	\$36.00	\$5.00	\$150.00	\$5.00	\$150.00
4	1.75-Inch Asphalt Mill	SY	2800		\$8.00	\$4.00	\$11,200.00	\$3.15	\$8,820.00	\$4.85	\$13,580.00	\$3.60	\$10,080.00	\$3.15	\$8,820.00
5	Spot Remove and Replace Concrete Curb and Gutter (30-Inch)<50 Ft Each	LF	100		\$48.00	\$48.00	\$4,800.00	\$50.00	\$5,000.00	\$50.00	\$5,000.00	\$52.00	\$5,200.00	\$50.00	\$4,800.00
6	1.1/4-Inch Crushed Aggregate Base Course	TON	18		\$25.00	\$35.00	\$630.00	\$22.00	\$396.00	\$16.46	\$296.28	\$40.00	\$720.00	\$35.00	\$630.00
7	Spot Remove and Replace Sidewalk	SF	50		\$8.50	\$11.00	\$550.00	\$12.05	\$602.50	\$12.05	\$602.50	\$14.00	\$700.00	\$8.55	\$427.50
8	Curb Ramp w/ Detectable Warning Field	EACH	6		\$1,400.00	\$2,000.00	\$12,000.00	\$1,000.00	\$6,000.00	\$1,000.00	\$6,000.00	\$1,100.00	\$6,600.00	\$1,000.00	\$6,000.00
9	1.75-Inch Asphaltic Concrete Surface Course (5 LT 58-28 H)	TON	296		\$86.00	\$94.00	\$24,864.00	\$81.35	\$24,079.60	\$85.69	\$25,364.24	\$102.00	\$30,192.00	\$81.35	\$24,079.60
10	Remove and Replace Driveway Apron (6-Inch Concrete)	SF	486		\$8.50	\$11.00	\$5,346.00	\$9.25	\$4,495.50	\$9.25	\$4,495.50	\$10.00	\$4,860.00	\$9.62	\$4,675.32
11	New Concrete Sidewalk (Across Driveways)	SF	592		\$8.50	\$11.00	\$6,512.00	\$10.25	\$6,068.00	\$10.25	\$6,068.00	\$11.00	\$6,512.00	\$8.55	\$5,061.60
12	Remove and Replace Asphalt Driveway (3-Inch)	SF	137		\$5.00	\$25.00	\$3,425.00	\$27.80	\$3,808.60	\$9.20	\$1,260.40	\$15.00	\$2,055.00	\$27.63	\$3,785.31
13	Miscellaneous Concrete Removal	SF	140		\$5.00	\$5.00	\$700.00	\$10.00	\$1,400.00	\$1.43	\$200.20	\$11.00	\$1,540.00	\$2.19	\$306.60
14	Remove and Replace Sanitary Manhole Casting and Adjustment Rings	EACH	3		\$2,000.00	\$1,800.00	\$9,000.00	\$2,300.00	\$11,500.00	\$1,385.69	\$6,928.45	\$1,350.00	\$8,750.00	\$2,050.27	\$10,251.35
15	Remove Existing Fire Hydrant (SW Corner Frederick and Jackson)	LS	1		\$2,000.00	\$1,000.00	\$1,000.00	\$4,475.00	\$4,475.00	\$1,193.22	\$1,193.22	\$1,100.00	\$1,100.00	\$2,047.13	\$2,047.13
Base Bid B NELSON ST (MESSMER ST-MADISON AVE)					\$413,417.83		\$442,441.00		\$459,923.80		\$485,920.74		\$484,286.00		\$564,231.52
16	Inlet Protection - Type D	EACH	4		\$150.00	\$150.00	\$600.00	\$350.00	\$1,400.00	\$125.00	\$500.00	\$180.00	\$720.00	\$181.50	\$726.00
17	Traffic Control - Work Zone	LS	1		\$2,500.00	\$6,000.00	\$6,000.00	\$3,700.00	\$3,700.00	\$26,001.70	\$26,001.70	\$5,500.00	\$5,500.00	\$5,760.76	\$5,760.76
18	Tracking Pad	EACH	1		\$500.00	\$500.00	\$500.00	\$950.00	\$950.00	\$716.21	\$716.21	\$2,500.00	\$2,500.00	\$1.00	\$1.00
19	Topsoil, Seed, Fertilize, and Erosion Mat	LS	1		\$10,000.00	\$8,000.00	\$8,000.00	\$16,000.00	\$16,000.00	\$27,623.28	\$27,623.28	\$10,000.00	\$10,000.00	\$10,164.00	\$10,164.00
20	Asphalt Pavement Saw Cutting	LF	66		\$4.00	\$5.00	\$330.00	\$5.00	\$330.00	\$1.20	\$79.20	\$4.00	\$264.00	\$5.00	\$330.00
21	Full Depth Pulverize	SY	2900		\$1.50	\$1.50	\$4,350.00	\$0.58	\$1,682.00	\$0.95	\$2,755.00	\$2.50	\$7,250.00	\$2.00	\$5,800.00
22	Shape and Grade Pulverized Material	SY	2900		\$3.75	\$3.00	\$8,700.00	\$4.75	\$13,775.00	\$3.08	\$8,932.00	\$2.00	\$5,800.00	\$8.72	\$25,286.00
23	Excavation Below Subgrade (EBS) and Backfill	CY	193		\$30.00	\$35.00	\$6,750.00	\$46.00	\$8,875.00	\$46.31	\$8,937.83	\$70.00	\$13,510.00	\$40.93	\$7,899.40
24	Geogrid Subgrade Reinforcement	SY	580		\$3.50	\$3.00	\$1,740.00	\$4.75	\$2,755.00	\$1.50	\$870.00	\$6.00	\$3,480.00	\$4.56	\$2,644.80
25	1.1/4-Inch Crushed Aggregate Base Course	TON	556		\$25.00	\$15.00	\$8,340.00	\$22.00	\$12,232.00	\$14.41	\$8,011.96	\$22.25	\$12,371.00	\$18.50	\$10,286.00
26	Remove and Replace Concrete Curb and Gutter (30-Inch)	LF	2364		\$26.00	\$21.50	\$50,826.00	\$27.95	\$66,073.80	\$27.95	\$66,073.80	\$29.50	\$68,556.00	\$29.53	\$69,808.92
27	Curb Ramp w/ Detectable Warning Field	EACH	2		\$1,200.00	\$2,000.00	\$4,000.00	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,100.00	\$2,200.00	\$1,000.00	\$2,000.00
28	2.25-Inch Asphaltic Concrete Binder Course (3 LT 58-28 S)	TON	394		\$34.62	\$38.00	\$14,970.80	\$37.72	\$27,383.00	\$71.92	\$28,336.48	\$84.00	\$33,096.00	\$69.50	\$27,383.00
29	1.75-Inch Asphaltic Concrete Surface Course (5 LT 58-28 H)	TON	322		\$96.00	\$85.00	\$27,370.00	\$78.75	\$25,357.50	\$82.10	\$26,436.20	\$102.00	\$32,844.00	\$78.75	\$25,357.50
30	Remove and Replace Driveway Apron (6-Inch Concrete)	SF	754		\$8.50	\$11.00	\$8,294.00	\$9.25	\$6,974.50	\$9.25	\$6,974.50	\$10.00	\$7,540.00	\$10.01	\$7,547.54
31	New Concrete Sidewalk (Across Driveways)	SF	1362		\$8.50	\$11.00	\$14,982.00	\$10.25	\$13,960.50	\$10.25	\$13,960.50	\$11.00	\$14,982.00	\$8.55	\$11,645.10
32	New Concrete Driveway	SF	1362		\$8.50	\$11.00	\$14,982.00	\$10.25	\$13,960.50	\$10.25	\$13,960.50	\$11.00	\$14,982.00	\$8.55	\$11,645.10
33	Remove and Replace Asphalt Driveway (3-Inch)	SF	116		\$5.00	\$25.00	\$2,900.00	\$27.00	\$3,132.00	\$8.89	\$1,031.24	\$16.00	\$1,856.00	\$29.43	\$3,065.88
34	Spot Remove and Replace Sidewalk	SF	3100		\$9.00	\$15.00	\$46,500.00	\$11.75	\$36,425.00	\$11.05	\$34,255.00	\$11.50	\$35,650.00	\$10.97	\$34,007.00
35	Remove and Replace Sanitary Manhole Casting and Adjustment Rings	EACH	3		\$2,000.00	\$1,500.00	\$3,450.00	\$2,300.00	\$6,900.00	\$1,385.69	\$4,157.07	\$1,350.00	\$4,050.00	\$2,050.27	\$6,150.81
36	8-Inch Water Main w/Granular Backfill	LF	1195		\$110.00	\$110.00	\$131,450.00	\$128.00	\$152,960.00	\$103.73	\$123,957.35	\$125.00	\$149,375.00	\$181.32	\$216,677.40
37	6-Inch Water Main Valve	EACH	4		\$2,800.00	\$4,800.00	\$11,600.00	\$2,975.00	\$11,900.00	\$2,855.94	\$11,423.76	\$2,850.00	\$11,400.00	\$4,042.72	\$16,170.88
38	1-Inch Water Service - Open Trench w/Granular Backfill	LF	140		\$110.00	\$70.00	\$9,800.00	\$78.00	\$10,920.00	\$135.78	\$19,009.20	\$82.00	\$11,480.00	\$427.62	\$34,666.80
39	1-Inch Tap and Corporation Valve	EACH	14		\$400.00	\$500.00	\$7,000.00	\$375.00	\$5,250.00	\$503.72	\$7,052.08	\$340.00	\$4,760.00	\$1,216.01	\$7,024.14
40	Water Service Reconnection	EACH	14		\$400.00	\$500.00	\$7,000.00	\$375.00	\$5,250.00	\$317.85	\$4,449.90	\$480.00	\$6,720.00	\$442.27	\$6,191.78
41	Replace Curb Valve and Curb Box	EACH	3		\$500.00	\$2,000.00	\$6,000.00	\$425.00	\$1,275.00	\$590.59	\$1,771.77	\$2,300.00	\$6,900.00	\$1,122.43	\$3,367.29
42	Abandon Existing Water Main	LS	1		\$2,000.00	\$8,000.00	\$8,000.00	\$5,500.00	\$8,500.00	\$36,644.21	\$36,644.21	\$16,500.00	\$16,500.00	\$4,120.53	\$4,120.53
Base Bid C CLOUTE ST (HILLCREST DR-MADISON AVE), CASWELL ST (CLOUTE ST-ZAFFKE ST), ZAFFKE ST (MESSMER ST-CASWELL ST)					\$935,857.00		\$896,431.00		\$963,125.30		\$945,754.70		\$1,013,075.00		\$1,179,960.28
43	Inlet Protection - Type D	EACH	12		\$150.00	\$150.00	\$1,800.00	\$150.00	\$1,800.00	\$125.00	\$1,500.00	\$185.00	\$2,220.00	\$181.50	\$2,178.00
44	Traffic Control - Work Zone	LS	1		\$10,000.00	\$9,500.00	\$9,500.00	\$7,400.00	\$7,400.00	\$9,939.73	\$9,939.73	\$10,000.00	\$10,000.00	\$7,500.00	\$7,500.00
45	Tracking Pad	EACH	3		\$500.00	\$950.00	\$2,550.00	\$950.00	\$2,850.00	\$742.94	\$2,228.82	\$2,500.00	\$7,500.00	\$1.00	\$3.00
46	Topsoil, Seed, Fertilize, and Erosion Mat	LS	1		\$30,000.00	\$10,000.00	\$10,000.00	\$13,500.00	\$14,250.00	\$24,244.04	\$24,244.04	\$9,000.00	\$9,000.00	\$10,164.00	\$10,164.00
47	Asphalt Pavement Saw Cutting	LF	117		\$4.00	\$5.00	\$585.00	\$5.00	\$585.00	\$1.20	\$140.40	\$4.00	\$468.00	\$5.00	\$585.00
48	Full Depth Pulverize	SY	8700		\$1.50	\$1.50	\$13,050.00	\$0.42	\$3,654.00	\$0.52	\$4,524.00	\$2.00	\$17,400.00	\$1.65	\$14,355.00
49	Shape and Grade Pulverized Material	SY	8700		\$3.75	\$3.00	\$26,100.00	\$4.75	\$41,325.00	\$2.93	\$25,491.00	\$2.00	\$17,400.00	\$5.30	\$46,110.00
50	Excavation Below Subgrade (EBS) and Backfill	CY	579		\$30.00	\$35.00	\$20,265.00	\$46.00	\$26,634.00	\$43.62	\$25,255.98	\$70.00	\$40,530.00	\$39.66	\$22,963.14
51	Geogrid Subgrade Reinforcement	SY	1740		\$3.50	\$3.00	\$6,090.00	\$4.75	\$8,265.00	\$1.50	\$2,610.00	\$6.00	\$10,440.00	\$4.56	\$7,934.40
52	1.1/4-Inch Crushed Aggregate Base Course	TON	896		\$25.00	\$15.00	\$13,440.00	\$22.00	\$19,712.00	\$14.41	\$12,911.36	\$22.25	\$19,936.00	\$17.43	\$15,617.28
53	Remove and Replace Concrete Curb and Gutter (30-Inch)	LF	1540		\$26.00	\$25.00	\$38,500.00	\$22.95	\$35,343.00	\$30.20	\$46,508.00	\$24.50	\$37,730.00	\$31.30	\$48,202.00
54	Spot Remove and Replace Concrete Curb and Gutter (30-Inch)<50 Ft Each	LF	740		\$42.00	\$48.00	\$35,520.00	\$39.15	\$28,971.00	\$34.32	\$24,196.80	\$42.00	\$31,080.00	\$55.56	\$41,410.00
55	Curb Ramp w/ Detectable Warning Field	EACH	3		\$2,000.00	\$2,000.00	\$6,000.00	\$925.00	\$2,775.00	\$925.00	\$2,775.00	\$1,100.00	\$3,300.00	\$925.00	\$2,775.00
56	2.25-Inch Asphaltic Concrete Binder Course (3 LT 58-28 S)	TON	1182		\$96.00	\$75.00	\$88,650.00	\$70.30	\$83,094.60	\$71.34	\$84,323.88	\$85.00	\$100,470.00	\$	

	94	New Concrete Sidewalk (Across Driveways)	SF	480	480	\$8.50	\$11.00	\$5,280.00	\$8.55	\$4,104.00	\$11.05	\$5,304.00	\$11.00	\$5,280.00	\$8.55	\$4,104.00
	95	Remove and Replace Asphalt Driveway (3-Inch)	SF	100	100	\$5.00	\$12.00	\$1,200.00	\$27.00	\$2,700.00	\$7.30	\$730.00	\$16.00	\$1,600.00	\$26.48	\$2,648.00
	96	6-Inch PVC Sanitary Sewer w/Granular Backfill	LF	3472	3,472	\$90.00	\$98.00	\$340,260.00	\$115.00	\$399,280.00	\$102.56	\$356,088.32	\$155.00	\$538,160.00	\$123.57	\$429,035.04
	97	New 48-Inch Sanitary Manhole w/Frame and Cover	VF	63	63	\$350.00	\$400.00	\$22,050.00	\$475.00	\$29,925.00	\$1,057.97	\$66,652.11	\$665.00	\$41,895.00	\$668.16	\$50,914.08
	98	6-Inch PVC Sanitary Lateral w/Granular Backfill	LF	175	175	\$60.00	\$80.00	\$14,000.00	\$105.00	\$18,375.00	\$78.25	\$13,693.75	\$30.00	\$5,250.00	\$148.92	\$26,061.00
	99	PVC Sanitary Lateral Reconnection	EACH	38	38	\$500.00	\$450.00	\$17,100.00	\$350.00	\$13,300.00	\$400.46	\$15,217.48	\$530.00	\$20,140.00	\$669.96	\$25,458.48
	100	Remove and Replace Sanitary Manhole Casting and Adjustment Rings	EACH	3	3	\$2,000.00	\$1,200.00	\$3,600.00	\$2,300.00	\$6,900.00	\$1,687.92	\$5,063.76	\$1,350.00	\$4,050.00	\$1,778.45	\$5,335.35
	101	1-Inch Water Service - Open Trench w/Granular Backfill	LF	215	215	\$80.00	\$70.00	\$15,050.00	\$78.00	\$16,770.00	\$79.21	\$17,030.15	\$80.00	\$17,200.00	\$155.58	\$33,449.70
	102	1-Inch Tap and Corporation Valve	EACH	6	6	\$400.00	\$500.00	\$3,000.00	\$375.00	\$2,250.00	\$366.10	\$2,196.60	\$600.00	\$3,600.00	\$1,191.68	\$7,150.08
	103	1-Inch Curb Valve and Curb Box	EACH	6	6	\$400.00	\$500.00	\$3,000.00	\$375.00	\$2,250.00	\$552.72	\$3,316.32	\$1,400.00	\$8,400.00	\$871.79	\$5,230.74
	104	Water Service Adjustment	EACH	10	10	\$1,000.00	\$1,200.00	\$12,000.00	\$425.00	\$4,250.00	\$984.81	\$9,848.10	\$760.00	\$7,600.00	\$457.20	\$4,572.00
	105	6-Inch Water Main Offset	EACH	1	1	\$3,000.00	\$7,800.00	\$7,800.00	\$6,500.00	\$6,500.00	\$5,744.85	\$5,744.85	\$5,530.00	\$5,530.00	\$10,941.63	\$10,941.63
Mandatory Alternate A - Base Bid A Area						\$67,468.00		\$75,852.00		\$70,396.40		\$73,542.11		\$76,912.00		\$61,328.06
	A1	New Concrete Sidewalk	SF	3596	3,596	\$8.00	\$12.00	\$43,152.00	\$10.90	\$39,196.40	\$10.90	\$39,196.40	\$12.00	\$43,152.00	\$7.45	\$26,790.20
	A2	Curb Ramp w/ Detectable Warning Field	EACH	4	4	\$2,000.00	\$2,000.00	\$8,000.00	\$1,000.00	\$4,000.00	\$1,000.00	\$4,000.00	\$1,100.00	\$4,400.00	\$1,000.00	\$4,000.00
	A3	Tree Removal	ID	150	150	\$50.00	\$60.00	\$9,000.00	\$64.00	\$9,600.00	\$63.30	\$9,495.00	\$70.00	\$10,500.00	\$64.57	\$9,685.50
	A4	Topsoil, Seed, Fertilize, and Erosion Mat (for New Sidewalk)	LS	1	1	\$6,000.00	\$10,000.00	\$10,000.00	\$5,800.00	\$5,800.00	\$7,180.51	\$7,180.51	\$4,500.00	\$4,500.00	\$5,060.00	\$5,060.00
	A5	6-Inch PVC Sanitary Sewer Point Repair (Up to 20 Feet in Length)	LF	20	20	\$700.00	\$125.00	\$2,500.00	\$400.00	\$8,000.00	\$409.39	\$8,187.80	\$350.00	\$7,000.00	\$444.26	\$8,885.20
	A6	New 48-Inch Sanitary Manhole w/Frame and Cover	VF	8	8	\$400.00	\$400.00	\$3,200.00	\$475.00	\$3,800.00	\$685.30	\$5,482.40	\$920.00	\$7,360.00	\$863.02	\$6,904.16
Mandatory Alternate B - Base Bid B Area						\$38,020.00		\$39,180.00		\$36,861.00		\$41,525.53		\$41,040.00		\$36,611.33
	B1	New Concrete Sidewalk	SF	1290	1,290	\$8.00	\$12.00	\$15,480.00	\$10.90	\$14,061.00	\$10.90	\$14,061.00	\$12.00	\$15,480.00	\$7.45	\$9,610.50
	B2	Curb Ramp w/ Detectable Warning Field	EACH	2	2	\$2,000.00	\$2,000.00	\$4,000.00	\$1,000.00	\$2,000.00	\$1,000.00	\$2,000.00	\$1,100.00	\$2,200.00	\$1,000.00	\$2,000.00
	B3	Tree Removal	ID	100	100	\$50.00	\$60.00	\$6,000.00	\$70.00	\$7,000.00	\$68.58	\$6,858.00	\$70.00	\$7,000.00	\$69.95	\$6,995.00
	B4	Topsoil, Seed, Fertilize, and Erosion Mat (for New Sidewalk)	LS	1	1	\$2,500.00	\$8,000.00	\$8,000.00	\$2,000.00	\$2,000.00	\$2,672.41	\$2,672.41	\$2,000.00	\$2,000.00	\$2,213.75	\$2,213.75
	B5	6-Inch PVC Sanitary Sewer Point Repair (Up to 20 Feet in Length)	LF	20	20	\$700.00	\$125.00	\$2,500.00	\$400.00	\$8,000.00	\$409.39	\$8,187.80	\$350.00	\$7,000.00	\$444.26	\$8,885.20
	B6	New 48-Inch Sanitary Manhole w/Frame and Cover	VF	8	8	\$400.00	\$400.00	\$3,200.00	\$475.00	\$3,800.00	\$685.30	\$5,482.40	\$920.00	\$7,360.00	\$863.02	\$6,904.16
Mandatory Alternate C - Base Bid C Area						\$179,800.00		\$227,700.00		\$196,155.00		\$213,422.52		\$213,860.00		\$150,978.40
	C1	New Concrete Sidewalk	SF	13200	13,200	\$8.00	\$10.00	\$132,000.00	\$10.90	\$143,880.00	\$10.90	\$143,880.00	\$12.00	\$158,400.00	\$7.45	\$98,340.00
	C2	Curb Ramp w/ Detectable Warning Field	EACH	11	11	\$2,000.00	\$2,000.00	\$22,000.00	\$1,000.00	\$11,000.00	\$1,000.00	\$11,000.00	\$1,100.00	\$12,100.00	\$1,000.00	\$11,000.00
	C3	Tree Removal	ID	300	300	\$50.00	\$60.00	\$18,000.00	\$43.25	\$12,975.00	\$42.20	\$12,660.00	\$50.00	\$15,000.00	\$43.04	\$12,912.00
	C4	Topsoil, Seed, Fertilize, and Erosion Mat (for New Sidewalk)	LS	1	1	\$20,000.00	\$50,000.00	\$50,000.00	\$16,500.00	\$16,500.00	\$29,948.40	\$29,948.40	\$14,000.00	\$14,000.00	\$12,936.00	\$12,936.00
	C5	6-Inch PVC Sanitary Sewer Point Repair (Up to 20 Feet in Length)	LF	20	20	\$700.00	\$125.00	\$2,500.00	\$400.00	\$8,000.00	\$409.39	\$8,187.80	\$350.00	\$7,000.00	\$444.26	\$8,885.20
	C6	New 48-Inch Sanitary Manhole w/Frame and Cover	VF	8	8	\$400.00	\$400.00	\$3,200.00	\$475.00	\$3,800.00	\$685.30	\$5,482.40	\$920.00	\$7,360.00	\$863.02	\$6,904.16
Mandatory Alternate D - Base Bid D Area						\$220,976.00		\$253,472.00		\$324,134.00		\$277,950.68		\$344,188.00		\$373,032.43
	D1	6-Inch PVC Sanitary Lateral Relay w/Granular Backfill (Main to ROW)	LF	1177	1,177	\$60.00	\$80.00	\$94,160.00	\$105.00	\$123,585.00	\$102.80	\$120,995.60	\$140.00	\$164,780.00	\$137.54	\$161,884.58
	D2	6-Inch PVC Sanitary Lateral Relay w/Granular Backfill (ROW to House)	LF	975	975	\$100.00	\$80.00	\$78,000.00	\$135.00	\$131,625.00	\$89.83	\$87,584.25	\$112.00	\$109,200.00	\$152.47	\$148,658.25
	D3	Spot Remove and Replace Concrete Curb and Gutter (30-inch)<\$50 Ft Each)	LF	780	780	\$42.00	\$50.00	\$39,000.00	\$50.00	\$39,000.00	\$50.00	\$39,000.00	\$54.00	\$42,120.00	\$51.46	\$40,138.80
	D4	Spot Remove and Replace Sidewalk	SF	1776	1,776	\$8.50	\$12.00	\$21,312.00	\$11.50	\$20,424.00	\$11.50	\$20,424.00	\$13.00	\$23,088.00	\$9.55	\$16,960.80
	D5	Topsoil, Seed, Fertilize, and Erosion Mat	LS	1	1	\$5,000.00	\$21,000.00	\$21,000.00	\$9,500.00	\$9,500.00	\$9,946.83	\$9,946.83	\$5,000.00	\$5,000.00	\$5,390.00	\$5,390.00
Base Bid Total:						\$2,129,056.75		\$2,126,857.50		\$2,257,814.50		\$2,299,017.10		\$2,534,216.60		\$2,867,045.25
		Mandatory Alternate A Total:				\$67,468.00		\$75,852.00		\$70,396.40		\$73,542.11		\$76,912.00		\$61,328.06
		Mandatory Alternate B Total:				\$38,020.00		\$39,180.00		\$36,861.00		\$41,525.53		\$41,040.00		\$36,611.33
		Mandatory Alternate C Total:				\$179,800.00		\$227,700.00		\$196,155.00		\$213,422.52		\$213,860.00		\$150,978.40
		Mandatory Alternate D Total:				\$220,976.00		\$253,472.00		\$324,134.00		\$277,950.68		\$344,188.00		\$373,032.43



City of Fort Atkinson
City Manager's Office
101 N. Main Street
Fort Atkinson, WI 53538

MEMORANDUM

DATE: February 6, 2024

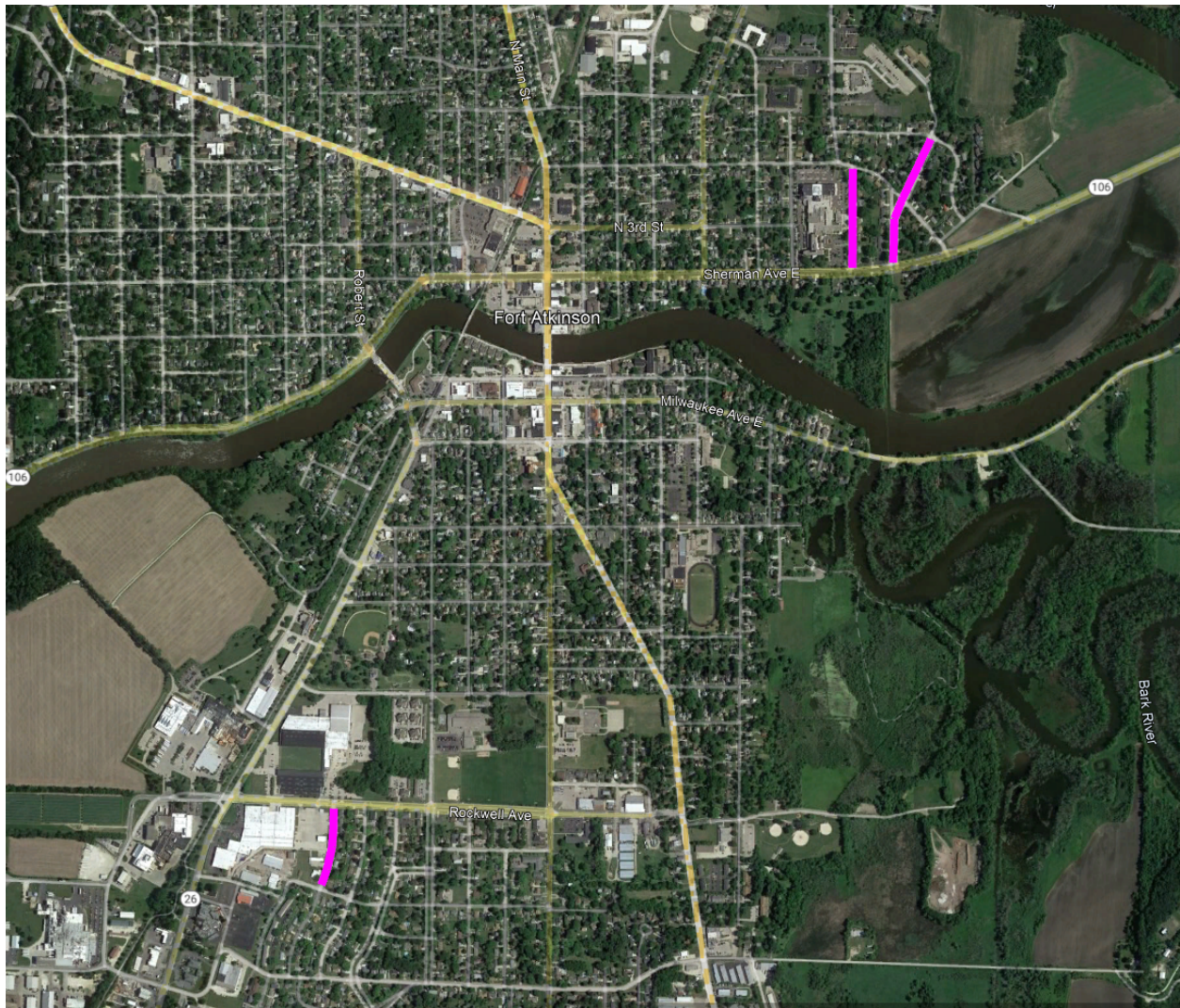
TO: Fort Atkinson City Council

FROM: Andy Selle, Director of Public Works

RE: Review and possible action on a design contract for the City's 2025 water main replacement and street improvements (Selle, Director of Public Works)

BACKGROUND

In 2025 the City will focus on Memorial Dr, Erick St, and McMillan St for water main replacement. These areas contain spun cast main which has been, and will continue to be, the focus of water main replacement for the foreseeable future. Spun cast main was installed in the late 1940s to early 1970s in Fort Atkinson and has functionally failed due to a flawed manufacturing process.



The City will begin design early in 2024 for the project with the anticipation of putting out bids for the work in the 4th quarter of 2024, again pushing for the advantages provided with an early bid date for construction in 2025.

DISCUSSION

Thirteen firms were solicited for the work. A total of seven proposals were received. This work is uncomplicated in both the project design and the schedule required. Differentiation of the proposals really focuses on the cost proposal and the stated ability to meet the schedule for bid documents. To that end, the bids ranged from a high of \$182K to the low of \$61K. The summary of proposal review is attached. Ruekert-Mielke was the low bid, with firms a close second in SEH, RA Smith, MSA, and Graef. All five firms have worked here previously.

FINANCIAL ANALYSIS

This work involves aspects of stormwater, water, wastewater, and road design and is assigned a percentage of the design fees to each of these four accounts within the three utilities and Fund

5 of the general fund.

RECOMMENDATION

Staff recommends awarding the design contract for the City's 2025 water main replacement and street improvements to Ruekert Mielke in an amount not to exceed \$61,315 and authorizing staff to sign a contract for these services.

ATTACHMENTS

1. Evaluation Table #2
2. Fort Atkinson - 2025 Water Relay & Road Rehab - Ruekert Mielke

FIRM	SCOPE / APPROACH	VALUE	PM / TEAM EXPERIENCE	VALUE	PROJECT EXAMPLES	VALUE	ADHERANCE TO FORMAT	VALUE	COST PROPOSAL	VALUE	TOTAL VALUE
RUEKERT MIELKE	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team	3	PROS:Good specific experience	3	PROS: Requested format met and appreciated	5	395.5 h. \$61,315 Avg - \$155/h *\$5K in geotech included	5	25
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
GRAEF	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team	3	PROS:Good specific experience	3	PROS: Requested format met and appreciated	5	367 h. \$65,484 Avg - \$178/h *\$13K in geotech included	3	23
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
SEH	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team. Featured a grad student team member?	3	PROS: Specific experience	3	PROS: Requested format met and appreciated	5	456 h. \$79,106 Avg - \$173/h *\$12K in geotech included	3	23
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
MSA	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team	3	PROS:Good specific experience	3	PROS: Requested format met and appreciated	5	668 h. \$99,775 Avg - \$149/h *\$10K in geotech included	3	23
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
RA-SMITH	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team	3	PROS:Good specific experience	3	PROS: Requested format met and appreciated	5	529 h. \$83,579 Avg - \$158/h *\$6K in geotech included	3	23
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
KAPUR	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team	3	PROS:Good specific experience	3	PROS: Requested format met and appreciated	5	1394 h. \$182,144 Avg - \$130/h *\$8K in geotech included	1	21
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
AVRES	1. <i>Tasks clearly defined:</i> Generally, missed geotech reqm't	1	PROS: Good team	3	PROS:Good specific experience	3	PROS: Requested format met and appreciated	5	796 h. \$88,276 Avg - \$110/h *no geotech included	1	19
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									

1 Fails to meet expectations

3 Meets expectations

5 Exceeds expectations

CITY OF FORT ATKINSON



Request For Proposal:
Water Relay and Road Rehab (2025 Construction)
December 22, 2023

December 22, 2023

Andy Selle
City Engineer
City of Fort Atkinson
101 N Main Street
Fort Atkinson, WI 53538

Re: Request For Proposal: Water Relay and Road Rehab (2025 Construction)

Dear Andy:

Ruekert & Mielke, Inc. is excited to submit a proposal for the Fort Atkinson 2025 Water Main and Road Rehab project. Our dedicated team of professionals all have experience working alongside the City and are prepared to bring our technical and local expertise to this project.

Our commitment to effective communication will be key to ensuring this project is successful. We have a proven track record of successful projects with the City like the 2022, 2023, and 2024 Water Main Relay and Roadway Rehabilitation projects demonstrating our deep understanding of your expectations and procedures allowing us to merge with your team efficiently.

Thank you for considering our proposal. We are looking forward to working alongside the City again.

RUEKERT & MIELKE, INC.



Andrew W. Burt, P.E. (WI, IL), LEED Green Assoc, ENV SP
Senior Project Manager
aburt@ruekert-mielke.com

APPROACH

Build Upon Recent Experience

Working closely with the City of Fort Atkinson (City) on the previous three Water Main Relay and Road Rehabilitation projects has allowed Ruekert & Mielke, Inc. (R/M) to clearly understand the City's project goals and expectations. This experience has also helped to develop an approach and schedule that will ensure a long-term successful project for the City. In addition, we have conducted a thorough site visit of each street and reviewed the City's GIS data.

Consistent Communication

Consistent progress check-ins with the City Engineer have proven to be invaluable, not only during construction but also during design. A real sense of “working with you” as opposed to “working for you” emerges during these meetings. We can coordinate services, identify and address issues as they arise during all phases of the project, maintain efficiency to keep the project on schedule, and introduce cost savings by listening carefully and addressing the concerns of staff in the bidding documents.

Aging Water System

The vintage spun cast-iron water main continues to plague the City in many areas. This material has a long history of failure due to its poor strength and susceptibility to corrosion. Because of the high potential for failure during excavation, it will be important to evaluate the horizontal location of the new water main. Selecting the ideal location has numerous benefits including: (1) reduced likelihood of system failure and emergency outages; (2) lower bid unit prices as compared to a relay near the existing main; (3) reduced impacts to residents; and (4) eliminate the need to employ a temporary water system.

R/M will review the existing water main in terms of its ability to optimize isolation, maintenance, and protection all while improving accessibility for fire protection. Our team will collaborate with the Water

Utility to identify opportunities to improve the distribution system with additional valves and hydrants.

While the water main certainly should be replaced, there may be an opportunity to save costs by not replacing all water service curb stops. This approach will be discussed in detail with the City and Water Utility as well as local contractors to determine if it is cost-effective.

Road Rehabilitation

Our team has collaborated with CGC, Inc. to develop a soil boring plan to establish representative pavement sections and recommendations for a cost-effective pavement design. Site visits have revealed pavements in a very similar condition to those that we have rehabilitated in recent years. Pulverizing the existing asphalt with some of the existing base material has proven very effective at establishing a new base to support the asphalt overlay. This method has also been shown to limit the amount of excavation below the subgrade (EBS) required by not disturbing the marginal sub-base material. Of course, we will defer the final recommendation until the soil borings are completed and we discuss it with the City Engineer.

Our team also plans to evaluate the curb conditions, pavement geometry, existing cross-sections, driveway aprons, and sidewalk. We feel strongly that it would not be right to simply reconstruct what is present when certain improvements, sometimes minor, can be made that would improve safety, functionality, and resiliency.

Curbs generally show signs of poor foundation preparation and base that we have seen on past projects. Over time this has led to a “tipping” back of the curb as well as differential settlement at the joints. On streets with sufficient longitudinal slope, this might not be a huge problem but on a relatively flat street, these failures are only exacerbated when storm water runoff is not properly conveyed to storm

sewer. Curb conditions will be closely evaluated with City staff and comparative cost estimates for both spot repair and full replacement will be prepared. Spot repairs will be surveyed so they can be represented accurately in the bidding documents.

Sidewalk Infill

E. Cramer Street has sidewalks on both sides of the street; Erick Street does not have any sidewalks; and both McMillan Street and Memorial Drive have some sidewalks on one side of the street. Some potential challenges such as grade, trees, utility poles and guy wires, and landscaping were identified as potential challenges that will be surveyed to develop an accurate construction cost estimate.

Sanitary and Storm Sewer

R/M understands that the City will be evaluating the sanitary and storm sewer collection systems for possible repairs that would be added to the project. However, the conveyance of storm water is not a major concern for the project area. We did not observe obvious problem areas during our site visit.

Private Sumps

Sumps that discharge directly to the public street or sidewalk present a hazard during the winter months when the water freezes. While we did not observe many sumps during our recent site visit, we have learned that they are not always obvious. Our team will work diligently to identify these at the beginning of the project so they can (1) be surveyed; and (2) be connected to a manifold system and conveyed to the nearest storm sewer.

Accurate Construction Cost Estimates

R/M takes great pride in preparing accurate opinions of probable construction costs. This information is relied upon by our clients when they are reviewing project budgets and determining how much infrastructure they can afford to replace. In 2022, our base construction estimate was within 2.9% of the lowest bidder, and in 2023 it was within 8.5% of the lowest bidder.

Unambiguous Plans

We routinely receive compliments from contractors as well as utility companies as to the accuracy and clarity of our design plans. This often translates to competitive bids as well as minimal change orders. In 2022 all bids received were within 14% of each other and in 2023 the bids received were within about 4% of each other. The 2022 project did not have a change order except to close out the project and the 2023 project is tracking to have a low net change to the contract. As of the last pay request, the adjusted contract price was \$5000 less than the original.

Bottom Line

Many engineers could provide the City with a design, but what separates R/M from the rest is (1) our attention to detail; (2) our regular communication which includes listening to the client; and (3) years of experience with the same type of work proposed. By holding paramount these things, we will deliver a project that exceeds your expectations.

PROJECT TEAM EXPERTISE & QUALIFICATIONS

Our recent project experience with the City showcases our precision in cost estimations that align closely with project budgets. Our team's agility in adapting to new information and our focus on the City's long-term interests makes Ruekert & Mielke, Inc. an ideal partner for this project. This combination of accuracy, foresight, and adaptability ensures a successful completion in alignment with the City's goals for the 2025 Water Relay & Road Rehabilitation project. Our team consists of the same core members that have completed the 2022-2024 Water Relay & Road Rehabilitation projects.

Andrew W. Burt, P.E. (WI, IL), LEED Green Assoc, ENV SP | Senior Project Manager



Andy Burt will serve as the Project Manager and point of contact for City staff. He will also serve as the Lead Technical Expert responsible for evaluating existing conditions and developing design alternatives and recommendations for the roadway and water main improvements. His attention to detail, extensive relevant experience, and project management skills will ensure that this project is delivered on time, on budget, and done right.

Andy has primarily worked on municipal infrastructure projects for nearly 25 years. His career has included extensive design of new and reconstruction of existing local streets and collector streets. Roadway design has included planning, grant funding, survey, public information meetings, sanitary sewer collection, water main distribution, storm sewer, and storm water management facilities. Andy also has extensive construction administration phase experience that has included bidding, permit/approval applications, recommendation, and award of projects, contracting, preconstruction meetings, submittal review, review and recommendation of pay requests, change orders, request for information (RFI), construction staking coordination, construction observation, and project closeout including record document preparation.

Your Infrastructure Ally

5

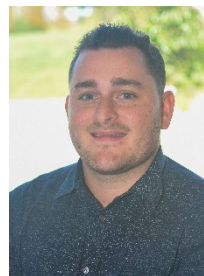
Brian E. Toczyski | Project Engineer



Brian Toczyski will serve as Project Engineer and will assist with design of the roadway and water main improvements. He will also be responsible for coordination with survey and Geotech, preparation of construction cost estimates, and

preparation of specifications. Brian's excellent communication skills and experience with the design and construction of street and utility projects will be invaluable for this project.

Justin T. Klieve | Engineer/CAD Technician



Justin is a civil designer/drafter who specializes in Civil 3D, and takes engineer's design ideas and brings them to life. He also specializes in dynamic grading in Civil 3D to always provide the client with an accurate surface file for construction. He has graded various large site development projects around the state. Justin is also certified as a Part 107 Remote Drone Pilot and can process various types of reality capture data to provide the client with very helpful information.

ruekertmielke.com

PROJECT SCOPE & SCHEDULE

- Conduct project kick-off meeting with City staff and exchange available background information.
- Conduct a site visit with City staff to review project site conditions such as curb condition, driveway apron conditions, known pavement and/or drainage concerns, sump discharges, and water main issues. We will also review the existing sidewalk for damaged sections as well as curb ramps that are not ADA-compliant. Lastly, we will review sidewalk infill locations for possible challenges.
- Conduct a field survey to gather all underground utility locations in the project site along with topographic information of roadways. The field survey will also pick up spot replacement of curb, sidewalk, and driveway aprons identified during the site visit. Property lines will be located and surveyed to allow for accurate mapping of the right-of-way.
- We are proposing a combined effort of both a drone survey as well as a traditional boots-on-the-ground survey. While the drone can capture a tremendous amount of data in a short time, we recognized the need for traditional surveys due to the tree cover and other constraints. This approach has proven to be the most efficient yet provides the most comprehensive data for design.
- Conduct buried utility measure-downs as necessary to accurately develop vertical profiles of existing sanitary sewer, storm sewer, and water main. We consider this due diligence to reduce ambiguity in our plans which can lead to costly change orders.
- Compile all survey data, complete cadastral mapping of right-of-way, create base mapping, and prepare a surface model for design.
- Design water main to meet City and State standards as well as improve the reliability and flexibility of the distribution system.
- Design proposed roadway profiles and create typical proposed street cross sections.
- Our team understands each roadway is unique, so we propose to evaluate each for opportunities to cost-effectively improve safety, functionality, and resiliency.
- Coordinate and perform geotechnical borings. We have collaborated with CGC, Inc. as the geotechnical engineers to develop a boring plan for this project. They have extensive experience in Jefferson County including in the City of Fort Atkinson. Our proposed approach includes a total of 9 borings to 5 feet in depth. The number and location of borings will provide a good representation of the existing road cross-section. We anticipate reviewing the boring plan with City staff and adjusting as necessary.
- Complete pavement design for each road segment based on geotechnical borings.
- Prepare proposed intersection design details as necessary.
- Prepare proposed design of manifold system to intercept sump pump pipes discharging to roadway.
- Prepare project overview, erosion control, general notes, and standard detail sheets for the project.
- Provide preliminary drawings to utility companies for review.
- Prepare bid documents and standard specifications.
- Generate bid items, calculate proposed quantities, and prepare opinions of probable construction cost at 30% and 60% milestones.
- Conduct a design review meeting with City staff after preliminary and 90% design completion. Progress check-ins with the City Engineer will be conducted as needed between plan reviews.

- Update preliminary and 90% plans and specifications based on City staff comments. No PIM/Public Hearings are anticipated for this project.
- Prepare final opinion of probable construction cost to validate base bid and alternate bid selection.
- Prepare and submit applications to WDNR for approval of water main improvements and construction site storm water permit.
- Provide one full-size and three reduced size hardcopy plan sets, and one digital (pdf) copy of the final plans and specifications to the City's Engineering Department.
- Facilitate bidding by uploading bid documents to the Quest online bid platform, conduct virtual bid opening, prepare bid tabulation, and prepare Notice of Award.

If selected to work with the City, R/M proposes a brief discussion with City staff to determine the final scope of services that will be the basis of the Agreement with the City.

Our past project experience has sometimes required additional scope of services that impact design and construction. The following items are not included in our proposed scope, either because we anticipate they will be completed by the City or may not be required for the project. Any of these items can certainly be negotiated and added to our contract:

- Wetland investigation, delineation, or report creation.
- Design related to any contamination within the project limits.
- Archeological or historical investigation.
- Water modeling or fire flow testing.
- Laser scanning of structures.
- Exporting of GIS data.
- GIS app setup to make it available to City throughout survey process.
- Proposed roadway cross sections.
- Design of storm sewer or sanitary sewer improvements.
- Public meetings.
- Soil borings beyond what is presented above.

SCHEDULE

FEBRUARY 20, 2024

Approval of contract.

FEBRUARY 26, 2024

Notice to Proceed. Kickoff meeting with City staff.

MARCH 18, 2024

Site walk with City staff. Mark soil boring locations / Call in Digger's request.

MARCH 25, 2024

Begin field survey. Conduct soil borings.

APRIL 1, 2024

Start water main and street improvement design.

MAY 13, 2024

Complete 30% design and cost estimate. Meeting with City staff. City completes evaluation of sanitary sewer and storm sewer.

JULY 1, 2024

Complete 60% design and update cost estimate. Submit plans to WE Energies

AUGUST 19, 2024

Complete 90% design and update cost estimate. Meeting with City staff.

OCTOBER 1, 2024

Finalize bid documents and deliver to City. Submit water main approval and construction erosion control permit applications to Wisconsin DNR.

NOVEMBER 22, 2024

Upload bid documents to Quest online bid platform.

JANUARY 3, 2025

Bid Opening.

JANUARY 7, 2025

Bid Award. Issue Notice of Award.

The schedule above is based on assumed contract approval of February 20, 2024. If contract approval is delayed, we have sufficient time built into the schedule to complete bid documents by October 1, 2024. This will allow adequate time to submit and obtain water main and construction site erosion control approval from the DNR prior to bid opening. We have also built in time for proper assessment of existing conditions and evaluation of solution alternatives. Upon selection, R/M will collaborate with City staff to finalize the schedule as necessary.

CITY OF FORT ATKINSON
2025 Water Main Relay and Road Rehabilitation
PROFESSIONAL FEE ESTIMATE

SCOPE OF SERVICES	CATEGORY OF PERSONNEL												TOTAL HOURS	TOTAL LABOR COST
	\$221	\$185	\$179	\$156	\$126	\$145	\$119	\$92	\$166	\$150	\$109			
	E7 TL	E6 PM	E4 ENG	E3 ENG	E1 ENG	T3 TECH	T1 TECH	ADMIN ASSIST	RLS SUR	S2 Crew Chief	SURVEY TECH			
DESIGN FEES	0	38	6	64	18	44	90	18	4	63	51	395.5	\$56,364	
PHASE 1 - DATA COLLECTION														\$17,683
Submit Dig Request, Project Coordination, and Build Cadastral									4	12		16	\$2,464.00	
Set Control and Conduct Boots on Ground Topographic Survey (Assume 10' outside ROW)										18	18	36	\$4,662.00	
Measure down Validation (Sanitary and Storm Structures, Water Valves)				1						18	18	37	\$4,818.00	
Property Iron Recon to Confirm ROW										9	9	18	\$2,331.00	
Survey Data Download, Quality Control, and Measure down Forms				1						6	6	13	\$1,710.00	
Drone Mapping (Includes flight prep/coordination, flight, and data processing)			6									6	\$1,074.00	
Engineering Field Check				4								4	\$624.00	
TOTAL HOURS	0	0	6	6	0	0	0	0	4	63	51	130		
PHASE 2 - PLAN DESIGN														\$29,769
Project Administration		4		4								8	\$1,364.00	
Prepare Pipe Networks and Setup Plan Sheets; Import Base files				1		8	40					49	\$6,076.00	
Design and Prepare Roadway Plan-Plan Sheets (Assume 7 Sheets)(Includes Sidewalk Infill)			2	12	2	12	20					48	\$6,614.00	
Design and Prepare Water Main Plan and Profile Sheets (Assume 7 Sheets)			2	12	2	20	16					52	\$7,298.00	
Design and Prepare Erosion Control and Traffic Control Drawings (Assume 4 Sheets)					2	2	4					8	\$1,018.00	
Prepare Cover, Index, General Notes, Typical Sections, and Construction Details (Assume 15 Sheets)				4			8					12	\$1,576.00	
Provide Preliminary Drawings to Utilities and Follow Up Coordination				2								2	\$312.00	
Quantities and Opinion of Probable Construction Cost (30%, 60%, and 100%)				4	4		2					10	\$1,366.00	
Prepare Project Manual		8						16				24	\$2,952.00	
Prepare and Submit Water Main Extension Application to DNR		0.5			4							4.5	\$596.50	
Prepare and Submit NOI Permit to DNR		0.5			4							4.5	\$596.50	
TOTAL HOURS	0	17	0	39	18	42	90	16	0	0	0	222		
PHASE 3 - BIDDING														\$1,902
General Coordination with City		1		1								2	\$341.00	
General Coordination with Potential Bidders		1		2		2						5	\$787.00	
Facilitate Virtual Bid Opening		1						1				2	\$277.00	
Review Bids and Prepare Bid Tabulation		0.5		1								1.5	\$248.50	
Issue Notice of Award				1				1				2	\$248.00	
TOTAL HOURS	0	3.5	0	5	0	2	0	2	0	0	0	12.5		
PHASE 4 - CONSTRUCTION														\$0
TOTAL HOURS	0	0	0	0	0	0	0	0	0	0	0	0		
PHASE 5 - MEETINGS														\$5,641
Project Kick-Off Meeting		3										3	\$555.00	
Site Visit with City Staff (Curb, Sidewalk, and Drive Apron Conditions, Sump Locations, and Pavement Condition)		6		6								12	\$2,046.00	
30% and 90% Plan Review with City Staff		4		4									\$1,364.00	
Progress Check-In Meetings via Teams (Assume 6 Meetings)		4		4								8	\$1,364.00	
Draft Final Plan Review				2								2	\$312.00	
TOTAL HOURS	0	17	0	14	0	0	0	0	0	0	0	31		
DESIGN REIMBURSABLES														\$1,370
HALF SIZE PLAN REPRODUCTION (BASED ON 11"x17" SHEET)	4 SETS			33 SHEETS/SET		42.9 SF/SET				\$0.50 PER SF			\$85.80	
FULL SIZE PLAN REPRODUCTION (BASED ON 22"x34" SHEET)	1 SETS			33 SHEETS/SET		171.6 SF/SET				\$0.50 PER SF			\$85.80	
REPRODUCTION OF PROJECT MANUALS	4 SETS			275 SHEETS/SET						\$0.15 PER SHEET			\$165.00	
MILEAGE - ENGINEERS	0 MILEAGE									\$0.655 PER MILE			\$0.00	
MILEAGE - SURVEY	420 MILEAGE									\$0.865 PER MILE			\$363.30	
MILEAGE - CONSTRUCTION REVIEW TECHNICIAN	0 MILEAGE									\$0.695 PER MILE			\$0.00	
SURVEY EQUIPMENT - GPS						1 DAYS				\$140 PER DAY			\$140.00	
SURVEY EQUIPMENT - ROBOT						2 DAYS				\$140 PER DAY			\$280.00	
DRONE EQUIPMENT						0.5 DAYS				\$500 PER DAY			\$250.00	
GEOTECH SUBCONSULTANT														\$4,950
Drilling, boring logs, drilling coordination, Digger's, layout, soil analysis, and geotechnical report preparation (9 to 5-feet)														\$4,950.00

RECENT RELATED PROJECT EXAMPLES**City of Fort Atkinson, WI – 2022 Water Main Relay and Roadway Rehabilitation**

The City of Fort Atkinson was awarded a CDBG-CLOSE grant to replace approximately 5,900 linear feet of failing water main. The roadway pavement in these areas was also in poor condition. Ruekert & Mielke, Inc. (R/M) was selected to provide professional engineering services including topographic survey; design of water main and appurtenances; roadway evaluation, alternatives development, and design. In a subsequent contract, R/M provided construction phase services including construction observation and administration. Our ability to think outside the box, listen to the client, adapt to changing conditions, and be responsive resulted in a successful project. Cost-related statistics include the following:

- Engineering Design Fee: \$80,267 (\$50,830 base fee plus \$29,437 in Add Services)
- Estimated Construction Cost: \$2,611,382.75
- Actual Construction Bid Price: \$2,687,112.80

Core team members were Andy Burt, Brian Toczyski, and Justin Klieve.

City of Fort Atkinson, WI – 2023 Water Main Relay and Roadway Rehabilitation

R/M continued to work closely with the City of Fort Atkinson on this project to replace approximately 4,540 linear feet of failing water main and rehabilitate the poor roadway pavement. Our team provided professional engineering services including a topographic survey; design of water main and appurtenances; and roadway evaluation, alternatives development, and design. In a subsequent contract, R/M provided construction administration and periodic construction oversight. Our attention to detail, ability to pivot quickly with new information, and responsive during construction has resulted in another successful project that will be completed spring 2024. Cost-related statistics include the following:

- Engineering Design Fee: \$70,157 (\$44,419 base fee plus \$24,738 in Add Services)
- Estimated Construction Cost: \$2,811,454.25
- Actual Construction Bid Price: \$2,590,998.00

Core team members were Andy Burt, Brian Toczyski, and Justin Klieve.



MEMORANDUM

DATE: February 6, 2024

TO: Fort Atkinson City Council

FROM: Andy Selle, Director of Public Works

RE: Review and possible action on a design contract for the Riverside Drive water main and sanitary sewer improvements (Selle, Director of Public Works)

BACKGROUND

Former City Engineer/Public Works Director Jeff Woods contacted WisDOT via email in December 2014 regarding the State's plans for improvements along the deteriorating section of Riverside Drive/Hwy 106. Additional notes indicated that several inquiries were made prior to 2014 as well. WisDOT finally provided a State Municipal Agreement in January 2020, which was approved by City Council, with a construction date of 2026. WisDOT completed survey and preliminary design in fall of 2022 and presented the City with Concept Plans that did not meet the City's needs or goals outlined in planning documents within the corridor. Those needs communicated to WisDOT included:

- Preservation and paving of the parking area at the end of Shirley St
- Narrowing of the road to reduce speed significantly and reduce long-term maintenance costs
- Accommodating a multi-use path through the corridor to extend to the western City limits
- Addition of curb and gutter and an urban cross-section out to the western limits of the City (Sinnissippi Dr)
- Elimination of the guardrail within the corridor (coincident with reduced speed)
- Full reconstruction of the roadway to a modern base profile (reducing the long term maintenance)
- Consolidation of storm sewer outflows to the west end of the project area – eliminating defunct outfalls at the end of each street in the corridor
- Investigation into stormwater treatment/improvement prior to entering the Rock River

City staff continued to request information and pursue the goals for the corridor above. This road improvement will likely persist for the next 40-50 years, offering a rare opportunity for improvement. Staff asked for additional information to evaluate options and received such in

August 2023. Staff have not provided detailed reviews of this information to date, despite multiple requests from WisDOT to do so. On December 15, 2023, during this solicitation for design, we were informed that all WisDOT projects had been rescheduled due to increasing costs and this project had been delayed until 2030.

For this project, the City is responsible for the design related to any sanitary sewer or water main as they are City-owned infrastructure. The WisDOT is responsible for the right of way improvements and stormwater infrastructure. To that end, staff is provided a request for proposal for design services for the water main and sewer main within the corridor to thirteen firms.

DISCUSSION

A total of four firms responded with proposals. Proposals were reviewed and ranked coincident with the attached table. The project is straight forward and all firms have the expertise to complete the work. The differentiation on this project was truly the cost to perform the work and any specific experience with integrating a City design within the larger WisDOT design format so that the documents can all be bid as a single project. The requested schedule in the RFP may need to be revisited in light of the project delay to 2030 noted above. Both Graef and MSA received the highest marks in the evaluation. Graef was chosen because of their lower cost proposal.

FINANCIAL ANALYSIS

The design for this project will be paid by the Sewer and Water Utility respectively. Each will contribute half of the related expense through their accounts budgeted for collection / distribution system improvements.

RECOMMENDATION

Staff recommend Council authorize a contract with Graef in an amount not to exceed \$47,147 for design of the Riverside Dr sewer and water improvements.

ATTACHMENTS

1. Evaluation Table
2. GRAEF_Fort Atkinson, City of_Riverside Dr Water and Sewer Relay Rehab_12 22 23

FIRM	SCOPE / APPROACH	VALUE	PM / TEAM EXPERIENCE	VALUE	PROJECT EXAMPLES	VALUE	ADHERANCE TO FORMAT	VALUE	COST PROPOSAL*	VALUE	TOTAL VALUE
GRAEF	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team - WisDOT specific project experience	5	PROS: Specific experience	3	PROS: Requested format met and appreciated	5	368 h. \$47,147 - \$128/h Avg	5	27
	2. <i>Schedule clearly defined:</i> A bit small, Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
MSA	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team	3	PROS: Specific experience WisDOT experience	5	PROS: Requested format met and appreciated	5	415 h. \$60,160 - \$145/h Avg	3	27
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested, obviously visited the site	5									
RUEKERT MIELKE	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	3	PROS: Good team - WisDOT specific project experience	5	PROS: Specific experience	3	PROS: Requested format generally met - added a project understand page that was not requested	3	313 h. \$45,710 - \$146/h Avg	5	25
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									
AYRES	1. <i>Tasks clearly defined:</i> Yes	3	PROS: Good team	3	PROS: Specific experience	3	PROS: Requested format met and appreciated	5	797 h. \$76,205 Avg - \$95/h *cost table hours incorrect	1	21
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	3									
	3. <i>Overall Scope Quality :</i> As requested	3									

- 1 Fails to meet expectations
- 3 Meets expectations
- 5 Exceeds expectations



Riverside Drive (STH 106) Water & Sewer Relay/Rehabilitation City of Fort Atkinson, WI

December 22, 2023

Section 1	Statement of Interest	2
Section 2	Project Team Expertise and Qualifications	3
Section 3	Project Scope and Schedule	4
Section 4	Cost Estimate	7
Section 5	Recent Related Project Examples	11

December 22, 2023

Andy Selle
City of Fort Atkinson
Fort Atkinson Municipal Building
101 N. Main Street
Fort Atkinson, WI 53538

SUBJECT: Riverside Drive Water and Sewer Relay Rehab RFP

Dear Mr. Selle,

We have assembled an experienced team to meet the City of Atkinson's goal for the design and preparation of project plans and specifications, cost estimates, and bid form tables for the City's Riverside Drive Water and Sewer Relay Rehab Project. We are ideally suited to meet your needs by bringing the following benefits to the project:

- **Project team expertise:** The GRAEF team has the best combination of creative problem solving and practical engineering expertise. Our project portfolio includes extensive experience with concrete and asphalt roadway pavement; curb, gutter, sidewalk, and curb ramp design; and sanitary sewer, water main, and storm sewer design. Mike Paulos will serve as Principal-in-Charge, delivering comprehensive quality assurance/quality control capabilities for the project, ensuring all project components are thoroughly reviewed. Joseph Komorowski will serve as Project Manager. As shown in the accompanying proposal, our team is highly skilled in the completion of many very similar projects for municipalities throughout southeastern Wisconsin, including very recent and ongoing projects in Wauwatosa, West Allis, Germantown and Milwaukee. The supporting staff is skilled in all facets of roadway and utility design and survey.
- **Availability:** The entire project team has immediate availability to begin work on this project. We have full capacity to meet all deadlines as specified in your schedule and provide the final plans and documents to the City by the critical dates for the project.
- **Commitment:** Our project team pledges its expertise to provide superior engineering services to the City of Atkinson and to bring your project to a conclusion that is rewarding to everyone involved. Through strong commitment, we will meet the needs of the City, community members, and all project stakeholders.

We look forward to the opportunity to partner with you and the City of Fort Atkinson and build a relationship through this project and for future projects as well. We take pride in the services that we provide and place an emphasis on overall project success. It is our intent to deliver quality documents that meet your needs and fulfill high client satisfaction. Please feel free to call if you have any questions or comments on our proposal. We look forward to working with you on this project.

Sincerely,



Michael N. Paulos, PE, CDT, LEED AP
Principal-in-Charge | Municipal Market Area Leader | Principal
michael.paulos@graef-usa.com | 414 / 266 9086



Joseph M. Komorowski, PE
Project Manager | Milwaukee Public Works Team Leader | Associate
joseph.komorowski@graef-usa.com | 414 / 266 9247

PROJECT TEAM EXPERTISE AND QUALIFICATIONS



Joe Komorowski PE

Project Manager | Civil Engineer

Joe has worked at GRAEF for more than ten years. Before coming to GRAEF, Joe worked for the Milwaukee Metropolitan Sewerage District and the City of Cudahy while finishing his undergraduate and master's degree. He has been on design teams and leads civil projects within the private development and public sectors throughout his time at GRAEF. Joe has been a key designer for numerous Wisconsin Department of Transportation projects, and he uses knowledge and background to encompass the needs of the owner/client and requirements of the municipality or governing agency.

Professional Registration

Professional Engineer – WI

Education

M.S., Civil Engineering, 2011,
University of Wisconsin-
Milwaukee, Milwaukee, WI

B.S., Civil Engineering, 2009,
University of Wisconsin-
Milwaukee, Milwaukee, WI

Professional Affiliations

American Society of Civil
Engineers

Joe has an extensive background in private site development and municipal engineering. He has worked with clients that range from architects to the Wisconsin Department of Transportation, to various municipalities located throughout Wisconsin. Joe provides project management; and design for sanitary sewer, water main, and storm sewer utilities; and roadway design for municipal road programs; and site/civil design, opinion of probable cost, specification development. Bidding and construction administration professional services on projects. Joe's knowledge, background, and experience allows him to encompass the needs and desires of the owner/client successfully complete any private or public project.

Joe has led design teams and has managed a wealth of civil projects within the public and private development sectors throughout his ten plus years at GRAEF. Joe has been a key designer for numerous county, municipal, and Wisconsin Department of Transportation projects. He uses his knowledge and background to encompass the needs of the owner/client and requirements of the county, municipality, or governing agency.

Notable Project Experience:

- 2024, 2025, and 2026 Roadway and Utility Project, City of Watertown, WI
- Oak Creek Water Utility Water Main Relay, City of Oak Creek, WI
- Milwaukee County Dretzka Park Sanitary Sewer Relay, Milwaukee, WI
- Center Street Water Main Relay, City of Wauwatosa, WI
- Wauwatosa Hillside Sanitary and Storm Sewer Relay, City of Wauwatosa, WI
- Bay Lane Place Water Main Relay, City of Muskego, WI
- Northeast Storm Sewer Inspection, City of Cudahy, WI
- Grange Avenue Storm Sewer, City of Cudahy, WI

STAFF ASSIGNED TO PROJECT

Michael Paulos, PE, LEED AP, CDT -- Principal-in-Charge

Mike is a principal and the Municipal and Water & Wastewater Market Area Leader at GRAEF with experience on a variety of public works projects. For over 30 years, he has managed projects involving water distribution system modeling and design, sanitary sewer and storm sewer design, roadway design, and site development. Additionally, Mike has extensive experience as a City Engineer in multiple communities and has been a project manager on several public works facilities.

Kaitlyn Hansel, PE -- Project Engineer

Kaitlyn is a licensed civil engineer in the GRAEF municipal group and her responsibilities include water main design, storm sewer design, sanitary sewer design, and storm water modeling. Kaitlyn's experience and work in the municipal sector makes her an invaluable part of the GRAEF team.

PROJECT SCOPE

Project Overview

The Riverside Drive (STH 106) Water and Sewer Relay/Rehab Project provides opportunity to be part of the City of Fort Atkinson's design team to relay/rehab Water Main and sanitary sewer for a project length of approximately 4,630 linear feet. The City of Fort Atkinson appears to be looking for an efficient and cost-effective design that can be implemented into the Roadway portion of the project, which will be Let by the State. Provided below and within this submittal is GRAEF's project schedule, scope, and assumptions we accounted for in determining our Professional Service Fee, which is based on an hourly NOT TO EXCEED fee amount.

This project is one of three that the GRAEF municipal team is submitting on for the City of Fort Atkinson. If we are selected for more than one project, we will look to maximize our efficiencies and effort to reduce potential Professional Service hours wherever we can to help save the City of Fort Atkinson additional money to be invested into the project construction phase. By selecting GRAEF, we understand the immense trust and responsibility the City of Fort Atkinson is placing in us, and we are committed to ensuring that this trust is well-founded with this project.

Project Schedule

TASK	ASSIGNED TO	PROGRESS	START	END
Phase 1: Project Coordination and Kick off				
Contract Awarded			1/2/24	3/1/24
Obtain all Documents from City			1/2/24	3/1/24
Document coordination & Review			1/2/24	3/1/24
Kick off meeting			1/2/24	3/1/24
Site Visits(s)			1/2/24	3/1/24
Phase 2: 30% Concept Layout				
Preliminary Watermain & Sanitary Design			3/3/24	5/3/24
Opinion of probable Cost			3/3/24	5/3/24
Submit 30% Plans, Specs, Estimate			5/3/24	5/3/24
City of Fort Atkinson (30% Plans) + Meeting			5/6/24	5/17/24
Phase 3: 60% Design Development				
Complete 60% Plans and Specifications			5/20/24	6/28/24
Opinion of probable Cost			5/20/24	6/28/24
QA/QC			5/10/24	6/28/24
Submit 60% Plans & Specifications to City of Fort Atkinson			6/28/24	6/28/24
Submit Plans for Utility Coordination			7/1/24	7/12/24
City of Fort Atkinson Review (60% Plans) + Meeting			7/1/24	7/12/24
Phase 4: 90% Construction Documents / Final Design				
Complete 90% Plans, Specifications, Opinion of Cost			7/15/24	8/23/24
Utility Coordination Meeting			7/15/24	8/23/24
QA/QC			7/15/24	8/23/24
Submit 90% Plans, Specifications, Opinion of cost to City of Fort Atkinson			8/23/24	8/23/24
City of Fort Atkinson Review (90%) + Meeting			8/26/24	9/6/26
Complete Final Design (Plans and Specifications)			8/26/24	9/27/24
100% Opinion of probable Cost			9/9/24	9/27/24
Submit Final Plans, specifications, Opinion of cost to City of Fort Atkinson			9/30/24	9/30/24
Permit Submittal			10/1/24	10/1/24
Phase 5: Bidding				
Bidding Plans			10/1/24	10/1/24
Phase 6: Construction				
Construction (TBD)				

PROJECT SCOPE | continued

Project Scope

- Topographic Mapping: To be provided by others.
- Meetings:
 - o Kickoff Meeting (at City Hall)
 - o 30% Submittal Meeting (at City Hall)
 - o 60% Submittal Meeting (at City Hall)
 - o 90% Submittal Meeting (at City Hall)
 - o Virtual meetings with City (4 total)
- Perform Site Visit.
- Provide code review and requirements for Water Main and Sanitary design and permits.
- Prepare 30% concept Water Main and sanitary sewer alignment for City review and approval using GIS data.
- Develop and submit 60%, 90%, and 100% Plans and technical Specifications (Special Provisions) for City review and comments. Plans will be in WisDOT format. Plans will include general notes; construction details, demolition, Water Main and sanitary design (plan and profile) Plans will be on 22x34 plan sheets and at a 20 scale.
- Prepare Opinion of Cost based on 30%, 60%, 90% and 100% submittal package. The Opinion of cost will be broken down in an itemized list based on each roadway following the City's Bid Itemization format.
 - o GRAEF assumes following approval of the 60% alignment, there will not be any major alignment changes that require drastic redesign of the Water Main and/or sanitary sewer.
- Provide support in coordinate with private utilities within ROW for project improvements. Assume main utility coordination will be provided by others.
- Permitting: WDNR Water Main and sanitary sewer extension permit (as required) will be prepared and submitted by GRAEF. Assume City of Fort Atkinson will provide any required fire flows for WDNR Water Main extension submittal.
- Bidding: Issue Addendum and Respond to RFI.
- Construction Administration and Construction Inspection Services: Not part of scope and fee.

Project Assumptions

In developing this proposal, we have made several assumptions to form the basis of our project plan:

- Water Main and sanitary sewer design will follow City of Fort Atkinson standards.
- Water Main capacity and analysis is not required for this project.
- Sanitary sewer capacity analysis is not required for this project.
- GRAEF will not be responsible for any pavement, storm sewer, stormwater management, and erosion control for this project. All design beyond the Water Main and sanitary sewer will be provided by others.
- GRAEF will only prepare and submit permitting with regards to the Water Main and sanitary sewer improvements. All other permitting to be provided by others.
- No environmental review, analysis and design is not required related to Water Main and sanitary sewer improvements (i.e. wetlands, floodplain, endangered species (vegetation and/or animals)).
- Soil borings will be provided by others.
- No Public Information meetings related to the Water Main and sanitary sewer improvements.

PROJECT SCOPE | continued

- Traffic control will be provided by others.

We anticipate that the City will provide all the following:

- Access to Site
- City design standards.
- All City standard details for Water Main and sanitary sewer.
- Past Project plan sets and project manuals in PDF and Word Document format.
- Past Bid results in similar projects involving Water Main and sanitary sewer improvements.
- Access and/or data from City GIS system.
- All Water Main and sanitary sewer record drawings.
- City will provide final limits of Water Main and sanitary sewer improvements.
- City to preform any condition assessment on Water Main and sanitary sewer infrastructure.
- City to provide any specific sanitary sewer improvements they would like completed as part of the project.
- City to provide any infrastructure that will be required to be salvaged as part of the project.
- All permit fees will be reimbursable.

Should any of these assumptions be incorrect, we are prepared to work collaboratively with the City to adjust the project scope, schedule, or budget accordingly.

Additional Services

Additional services beyond our project scope and fee for the Riverside Drive (STH 106) Water and Sewer Relay/Rehab Project may include:

- Design
 - o Attend additional meetings.
 - o Provide preparation and submittal on any additional permits not mentioned above.
 - o Provide water main fire flow for the WDNR construction permit.
 - o Analysis and model demands for water main.
 - o Analysis and model sanitary sewer Capacity.
- Bidding Services
 - o Attend Pre-Bid Meeting
 - o Attend Bid Opening Meeting
 - o Create Bid Tabs/results
 - o Create Memo of Recommendation for City of Fort Atkinson
- Construction Services
 - o Create Notice of Award
 - o Process contract for City and Contractor
 - o Attend Pre-Construction Meeting (coordinate and agenda)
 - o Respond to RFI's
 - o Create Record Drawings
 - o Shop drawing review
 - o Construction Staking
 - o Construction Inspection
 - o Punch List Site Visit
 - o Pay Application

COST ESTIMATE

SUMMARY					
Phase Description	Total Hours	Total Labor	Total Expenses	Total Cost	
Concept 30%	119	\$15,755	\$400	\$16,155	
Preliminary 60%	124	\$15,168	\$160	\$15,328	
Pre-Final 90%/100%	98	\$12,288	\$160	\$12,448	
Bidding/Permitting	27	\$3,216	\$0	\$3,216	
Total Fee	368	\$46,427	\$720	\$47,147	



CLASSIFICATION SUMMARY					
Classification	PAULOS	KOMO	HANSEL	SLOVIK	Expenses
Total Hours	15	72	148	134	N/A
Total	\$3,330	\$12,096	\$18,585	\$12,416	\$720

CONCEPT 30%										
0			Project Team		PM		Design	Modeling/Drafting	Expenses	
					PAULOS	KOMO	HANSEL	SLOVIK		
			Classification		PAULOS	KOMO	HANSEL	SLOVIK	\$	
Rate		\$222	\$168	\$126	\$93					
Task #	Task Hrs	Task Description			Hours	Hours	Hours	Hours		
1	0									
2	2	PM Civil Budget Setup (Contractor/COI/Vantage Point)				2				
3	8	Kickoff Meeting (Client External)			0	4	4		\$160	
4	4	Kickoff Meeting (GRAEF Internal)			1	1	1	1		
5	3	Code Review (DSPS/WDNR/Municipal)				0	3			
6	0	Municipal Outreach/Project Introduction (ZZZ)								
7	0	Review all existing project reference documents								
8	0	Environmental Conditions Analysis/Requirements (wetlands/floodplain/corridor)			0	0	0			
9	5	Survey/GIS/Existing as-builts/record drawings				0.5	4			
10	3	Geotechnical Report				0.5	2			
11	0									
12	2	Project site visit (download pictures & review)				0	2		\$80	
13	0									
14	0	30%, 60% 90%, 100% Submittal								
15	0									
16	12	Construction Documents (12 sheet)						12		
18	2	General Notes (1 sheet)				0.5	0.5	0.5		
23	9	Water and Sanitary Demo/Prop Sheets (overall and section sheets, 8 total)				1	4	4		
24	3	Construction details (3 sheets)				0.5	1	1		
25	0									
26	1	Submittal packages/prep						1		
27	8	Review of client submittal review comments (30% Submittal)			0	4	4		\$160	
31	0									
32	0	Calculations								
33	0	Sanitary				0	0			
34	0	Water Main			0	0	0	0		
38	0	Design Memo								
39	0									
40	6	Opinion of Probable Costs with QA/QC			0	2	4			
41	0									
42	5	Specifications (SPV)			0	1	4			
43	0	Project Bidding Manual (Lump sum Bid)								
44	0									
45	0	QA/QC								
46	8	Sanitary Sewer			1	1	2	4		
47	8	Watermain			1	1	2	4		
52	0									
76	18	Discipline Project Management Design (Random discussions/project budget/schedule)			2	8	4	4		
78	0									
79	0	Meetings								
81	8	External meetings w/client Virtual (4 total)				4	4			
82	6	Internal Meetings (2 total)				2	2	2		
83	0									
Total Tasked Hours =		119.0		Tasked Hours =		5	33	47.5	33.5	\$400
Total PM Hours =		0.0		PM Hours =		0.0	0.0	0.0	0.0	
Total Contingency Hours =		0.0		Contingency Hours =		0.0	0.0	0.0	0.0	
Total Hours =		119.0		Hours =		5.0	33.0	47.5	33.5	
Total Labor Cost =		\$15,755		Labor Cost =		\$1,110	\$5,544	\$5,985	\$3,116	
Total Expenses =		\$400		Concept 30% Summary						
Total Cost This Phase =		\$16,155								

COST ESTIMATE | continued



PRELIMINARY 60%									
0			Project Team		PM		Design	Modeling/Drafting	Expenses
					PM	KOMO	MEYER	SLOVIK	\$
			Classification		PAULOS	KOMO	HANSEL	SLOVIK	
Rate		\$222	\$168	\$126	\$93				
Task #	Task Hrs	Task Description	Hours	Hours	Hours	Hours			
1	0								
2	0	30%, 60% 90%, 100% Submittal							
3	0								
4	0	Construction Documentts (12 sheet)							
5	5	General Notes (1 sheet)		1	3	1			
6	59	Water and Sanitary Demo/Prop Sheets (overall and section sheets, 8 total)		3	16	40			
7	6	Construction details (3 sheets)		1	1	4			
8	0								
9	1	Submittal packages/prop				1			
10	8	Review of client submittal review comments (90% Submittal)		4	4		\$160		
11	0								
12	0	Calculations							
13	0	Sanitary		0	0				
14	0	Water Main	0	0	0	0			
15	0	Design Memo							
16	0								
17	8	Opinion of Probable Costs with QA/QC	1	1	6	0			
18	0								
19	21	Specifications (SPV)	2	3	16	0			
20	0	Project Bidding Manual (Lump sum Bid)	0	0	0	0			
21	0								
22	0	QA/QC							
23	8	Sanitary Sewer	1	2	3	2			
24	8	Watermain	1	2	3	2			
25	0								
Total Tasked Hours =		124.0	Tasked Hours =		5	17	52	50	\$160
Total PM Hours =		0.0	PM Hours =		0.0	0.0	0.0	0.0	
Total Contingency Hours =		0.0	Contingency Hours =		0.0	0.0	0.0	0.0	
Total Hours =		124.0	Hours =		5.0	17.0	52.0	50.0	
Total Labor Cost =		\$15,168	Labor Cost =		\$1,110	\$2,856	\$6,552	\$4,650	
Total Expenses =		\$160							
Total Cost This Phase =		\$15,328	Preliminary 60% Summary						

COST ESTIMATE | continued



PRE-FINAL 90%/100%									
0			Project Team	PM		Design	Modeling/Drafting	Expenses	
				PIC	KOMO	MEYER	SLOVIK		
			Classification		PAULOS	KOMO	HANSEL	SLOVIK	\$
			Rate		\$222	\$168	\$126	\$93	
Task #	Task Hrs	Task Description	Hours	Hours	Hours	Hours			
1	0								
2	0	30%, 60% 90%, 100% Submittal							
3	0								
4	0	Construction Documentts (12 sheet)							
5	4	General Notes (1 sheet)		1	2	1			
6	45	Water and Sanitary Demo/Prop Sheets (overall and section sheets, 8 total)		3	12	30			
7	5	Construction details (3 sheets)		1	2	2			
8	0								
9	1	Submittal packages/prep				1			
10	8	Review of client submittal review comments (100% Submittal)		4	4		\$160		
11	0								
12	0	Calculations							
13	0	Sanitary		0	0				
14	0	Water Main	0	0	0	0			
15	0	Design Memo							
16	0								
17	6	Opinion of Probable Costs with QA/QC	1	1	4	0			
18	0								
19	13	Specifications (SPV)	2	3	8	0			
20	0	Project Bidding Manual (Lump sum Bid)	0	0	0	0			
21	0								
22	0	QA/QC							
23	8	Sanitary Sewer	1	2	3	2			
24	8	Watermain	1	2	3	2			
28	0								
Total Tasked Hours =		98.0	Tasked Hours =		5	17	38	38	\$160
Total PM Hours =		0.0	PM Hours =		0.0	0.0	0.0	0.0	
Total Contingency Hours =		0.0	Contingency Hours =		0.0	0.0	0.0	0.0	
Total Hours =		98.0	Hours =		5.0	17.0	38.0	38.0	
Total Labor Cost =		\$12,288	Labor Cost =		\$1,110	\$2,856	\$4,788	\$3,534	Pre-Final 90%/100% Summary
Total Expenses =		\$160							
Total Cost This Phase =		\$12,448							

COST ESTIMATE | continued



BIDDING/PERMITTING										
0				Project Team		Project Management		Design	Modeling/Drafting	Expenses
						PIC	PM	Engineer 1	Technician 1	
				Classification		PAULOS	KOMO	HANSEL	SLOVIK	\$
				Rate		\$222	\$168	\$126	\$93	
Task #	Task Hrs	Task Description			Hours	Hours	Hours	Hours		
1	0									
29	0	Permits								
30	0	NOI			0	0	0	0		
31	0	Wetland WDNR/Army Corp			0	0	0	0		
32	0	SWMP			0	0	0	0		
33	0	DSPS			0	0	0	0		
34	5	WDNR Utility			0	1	4			
35	0									
36	0	Bidding								
37	0	Bidding services (Quest)			0	0	0	0		
38	0	Pre-Bid Meeting			0	0	0	0	\$0	
39	22	Adendums/RFI			0	4	6	12		
40	0	Create Bid Tabs/results			0	0	0	0		
41	0	Create Memo of Recommendation			0	0	0	0		
42	0									
43	0	Construction			0	0	0	0		
44	0	Pre-Con Meeting			0	0	0	0		
45	0	Shop drawing review			0	0	0	0		
46	0	Construction Bulletins			0	0	0	0		
47	0	Construction Statking			0	0	0	0		
48	0	Construction Inspection			0	0	0	0		
49	0	As-builts/Record Drawings			0	0	0	0		
50	0	Punch List Site Visit			0	0	0	0		
51	0	Pay Application			0	0	0	0		
52	0									
53	0	Discipline Project Management Construction (Random discussions/project budget/schedule)			0	0	0	0		
54	0									
55	0									
56	0									
57	0									
58	0									
Total Tasked Hours =		27.0		Tasked Hours =		0	5	10	12	\$0
Total PM Hours =		0.0		PM Hours =		0.0	0.0	0.0	0.0	
Total Contingency Hours =		0.0		Contingency Hours =		0.0	0.0	0.0	0.0	
Total Hours =		27.0		Hours =		0.0	5.0	10.0	12.0	
Total Labor Cost =		\$3,216		Labor Cost =		\$0	\$840	\$1,260	\$1,116	

RECENT RELATED PROJECT EXAMPLES

Bay Lane Water Main Relay & Roadway Construction

Client: City of Muskego | Location: Muskego, WI

Services

Construction Inspection
Survey/Construction Staking
Water Main Design
Site/Civil Engineering
Water Distribution System Design
Public Involvement
Construction Administration

GRAEF provided construction inspection and survey services for 0.7 miles of rural to urban conversion of Bay Lane from Woods Road to Janesville Road in the City of Muskego. The project corridor is residential with Bay Lane Elementary School located on the east side of the roadway north of Bridgeport Way. A 6' shared-use path was constructed on the west side of the road.

The project consisted of two separate contracts. In April – May 2019, 1300' of new 12" Water Main was installed between Hilltop Drive and Janesville Road with new service laterals provided to each property. Construction staking was provided by GRAEF survey staff.

Following the Water Main relay, construction on the roadway began in June with a goal for substantial completion prior to the start of school after Labor Day. During construction, the road was open to local traffic only and work consisted of grading, erosion control, a new storm sewer system, detention pond, water main, street lighting, base course, concrete sidewalk, HMA paving, street trees, landscaping, pavement marking, signing, and traffic control. All construction staking was provided by GRAEF survey staff. Significant coordination with the residents and the school were necessary during construction due to the high level of disruption and access closures necessary to complete the work.

Client Reference

Scott Kroeger, PE
Director of Public Works
City of Muskego
Public Works and Development
262 / 679 5686
skroeger@cityofmuskego.org

Underwood and Woodland Utility and Street Reconstruction

Client: City of Wauwatosa | Wauwatosa, WI

Services

Storm Sewer Design
Sanitary Sewer Design
Water Main Design
Site/Civil Engineering
Water Distribution System Design
Public Involvement
Construction Administration
Survey

GRAEF designed plans for the total reconstruction of two City of Wauwatosa Streets, Underwood and Woodland. The project was an extension of the Milwaukee Avenue project where all street utilities were replaced. The challenge of these two street designs was complicated by the City's desire to save the trees on both sides of the street. The project included a large diameter storm sewer down the center of the street with gravity sewers on either side of the storm sewers, and water mains were installed through a process of trenchless techniques below the sidewalks.

The sanitary sewer project included 6,477 lineal feet of sewer; the construction discharged into a previously approved extension on Milwaukee Avenue. This extension was comprised of the two different pipe diameters, 8-inch and 10-inch, which discharge into a 12-inch mainline connection on Milwaukee Avenue. The lower portion of the collection system was constructed at the same time the storm sewer was installed in one large common trench. Once the pipe sections get smaller the construction techniques changed to normal construction techniques. The sanitary laterals on the 65 services were connected as soon as the mainline was constructed.

The stormwater collection system services an area within the City of Wauwatosa that is a depressed kettle with no overland flow outlet. To avoid flooding during a large storm events, the system must be design to handle larger flows. The storm sewer system project included 4,800 lineal feet of storm sewer; the entire system is designed to handle a 500-year storm event. Pipe sizes range from 84-inch diameter to 12-inch diameter; the collection of the storm water is done through 84 double inlets. The new pavement sections assist the systems collection of storm water by utilizing the raised table top intersections, to increase the capacity by providing a greater positive head on the system.

The water distribution system in this area was replaced through the use of trenchless technology. The main line portions, including 5,600 lineal feet of the system, were increased from 6-inch pipes to 8-inch pipes. The City's utility contractor worked with the City, and the two combined to allow the replacement of the majority of the homeowner's water laterals at all of the existing homes' connections. The majority of the water services in the construction area were constructed using lead water services. The City provided replacement of the laterals within the right of way, and offered the home owners the ability to hire several plumbing contractors to enter the construction area while the construction trenches were still open to replace their laterals. This process minimized the cost to the residential units. The improvements removed large portions of lead laterals, removed 100-year old portions of the distribution system, and improved the fire flow to a large residential area.

Client Reference

William Wehrley, PE
City Engineer
City of Wauwatosa
7725 West North Avenue
Wauwatosa, WI 53213
414 / 479 8929
wwehrley@wauwatosa.net

MEMORANDUM

DATE: February 6, 2024

TO: Fort Atkinson City Council

FROM: Andy Selle, Director of Public Works

RE: Review and possible action on a contract for the design of the Banker Road Development public infrastructure (Selle, Director of Public Works)

BACKGROUND

A total of thirteen firms were solicited for the design of the Banker Rd public improvements outlined below. The three elements are noted below in the figure: Hawthorne Dr (Yellow), Banker Rd (Blue), and Trillium Dr (Red). Design work will include roadway, curb and gutter, sidewalk, and below ground water, sewer, and storm water utility infrastructure.



DISCUSSION

The City and chosen design engineer intend to have a bid package ready for early fall 2024 to potentially begin construction in the later months of 2024. Although all three roads will be designed, they may not all be constructed at once, a decision that will be made at a later date. Of the thirteen firms solicited, six provided proposals. Each was evaluated on a number of factors (see attached matrix). Quam Engineering provided the proposal with the lowest cost and smallest number of hours. The City Council may recall that Quam Engineering was the design engineer for the attempted Copperhead Meadows Development in this area several years ago, which may be why the firm is proposing to spend the least amount of time on the project. Recently, Ryan Quam has received approval from Plan Commission for a multi-family development at the corner of Campus Dr and the future Hawthorne Dr. The experience in the area may have contributed to the competitive cost proposal.

FINANCIAL ANALYSIS

Funds for design will be provided through the City's Note Anticipation Notes, Series 2024B, for the Banker Rd Development. As can be seen in the attached Evaluation Table, there was a substantial range in the cost proposals from the six firms.

RECOMMENDATION

Staff recommends the City Council award the Banker Rd Development design contract to Quam Engineering in an amount not to exceed \$95,425 using funds received through the Note Anticipation Notes, Series 2024B.

ATTACHMENTS

1. Quam Proposal
2. Evaluation Table



December 22, 2023

Fort Atkinson

Attn: Andy Selle
101 N. Main Street
Fort Atkinson, WI 53538

Re: Infrastructure Design for Banker Road Neighborhood – City of Fort Atkinson

STATEMENT OF INTEREST

In response to the Request for Proposal received on December 12, Quam Engineering, LLC appreciates the opportunity to work with the City of Fort Atkinson and is pleased to submit a proposal to City of Fort Atkinson (hereinafter referred as the Client) to provide engineering and surveying services for the referenced project.

PROJECT TEAM EXPERTISE AND QUALIFICATIONS

Quam Engineering, LLC staff have been providing public infrastructure design and surveying for over 20 years. The team project managers and responsibilities are as follows:

Plan Design:	Ryan Quam (P.E.)
Plan Drafting and Approvals:	Adam Ryan (P.E.)
Stormwater Design:	Aaron Falkosky (P.E.)
Surveying:	Matt Hoglund (P.L.S.)

Additional information about each team member is included in Attachment A.

SCOPE OF SERVICES AND SCHEDULE

Quam Engineering, LLC shall provide engineering services with schedules as shown on the attached Scope of Services (Attachment B). Quam Engineering, LLC assumes that an ALTA Survey, Preliminary Plat, Final Plat, right-of-way vacation, Hawthorne Drive CSM or easement exhibit for round-about right-of-way or regional pond outlot, Banker Road CSM for right-of-way south of Trillium Drive, environmental study, environmental assessment, tree inventory, wetland delineation, floodplain analysis, soils analysis for infiltration or pavement design, street cross sections in typical street areas, drainage way plan and profile drawings, off-street path plan and profile drawings, storm sewer plan and profile drawings, lift station design, retaining wall design, thermal design, water main sizing and appurtenances planning, sanitary sewer sizing, street and utility design for additional streets, second regional pond design, infiltration design, traffic study, impact study, stormwater easement exhibits, Wisconsin DNR Chapter 30 permits, Wisconsin DSPS permits, Wisconsin DOT permits, Neighborhood Plan, Comprehensive Plan Amendment, Park Plan, Phase 2 plan set, Phase 2 bidding administration, construction contract documents, Lot Development Plans, Concept Plans for single family homes development, construction observation, construction staking, and as-built certifications are not required, will be provided under a separate contract, or will be provided by others; therefore, those services are not included.

COST ESTIMATE

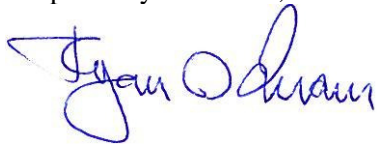
The cost estimate table with scope tasks, individual hours allotted, billing rates, and application fees is included as Attachment C.

RECENT PROJECT EXAMPLES

A short summary and point of contact for two recent similar projects with this specific team is included as Attachment D.

Quam Engineering, LLC appreciates the opportunity to submit this proposal and looks forward to working with you on this project.

Respectfully submitted,



Ryan D. Quam
Managing Member

FN: FT-02-23

ATTACHMENT A

PROJECT TEAM MEMBERS

Ryan Quam (Plan Design) – The plan design will be led by Ryan Quam. Ryan Quam established Quam Engineering in 2002 and has prepared the plan design on thousands of projects and dozens of subdivisions. Ryan Quam has the experience to evaluate design constraints, quickly review design alternatives, check in with review staff if needed, and then work with the design team and reviewers to complete the design. Ryan Quam previously prepared the Copperhead Meadows subdivision plans for this land in 2017-2018.

Adam Ryan (Plan Drafting and Approvals) – The plan drafting and approvals will be led by Adam Ryan. Adam Ryan has been providing plan drafting and approvals on hundreds of projects and over a dozen subdivisions and has been a Professional Engineer since 2017.

Aaron Falkosky (Stormwater Design) – The stormwater design will be led by Aaron Falkosky. Aaron Falkosky has been providing stormwater design on hundreds of projects and pond designs and has been a Professional Engineer since 2009. Aaron Falkosky led the stormwater modeling and multiple pond designs required for the Copperhead Meadows subdivision in 2017-2018.

Matt Hoglund (Surveying) – The surveying will be led by Matt Hoglund. Matt Hoglund has provided topographic collection and Certified Survey Maps/Platting efforts on thousands of projects and has been a Professional Land Surveyor since 1987. Matt Hoglund prepared the draft preliminary plat for Copperhead Meadows in 2018 and the annexation materials for this land in 2021.

ATTACHMENT B
SCOPE OF SERVICES

1. **Initial Staff Meeting** - Quam Engineering, LLC will provide a list of initial design strategies and initial design constraints to discuss. Quam Engineering, LLC will attend a meeting with City staff to review and discuss. Quam Engineering, LLC will prepare meeting minutes to document discussed items.

Schedule: January 15 - 19, 2024

2. **Topographic Collection** – Quam Engineering, LLC will provide topographic collection within the Topographic Boundary shown on Attachment E as necessary to prepare the Street Construction Plan set. The topographic collection along south Banker Road will include trees, shots on ground, and driveway edges within 20' of the right-of-way to gather design constraints for a non-typical cross section.

Schedule: January 15 – 26, 2024

3. **Existing Site and Removals Plan (Hawthorn Drive)** – Quam Engineering, LLC will Existing Site and Removals Plan over the proposed Hawthorn Drive. The plan over plan will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: January 29 – February 2, 2024

4. **Existing Site and Removals Plans (South Banker Road Reconstruction)** – Quam Engineering, LLC will Existing Site and Removals Plan over the proposed South Banker Road Reconstruction. The plan over plan will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: January 29 – February 2, 2024

5. **Existing Site Plan (North Banker Road, Trillium Drive, and Regional Pond)** – Quam Engineering, LLC will Existing Site Plan over the proposed North Banker Road, Trillium Drive and Regional Pond. The plan will be plotted on 11"x17" paper at 1"=120' and/or 22"x34" paper at 1"=60'.

Schedule: January 29 – February 2, 2024

6. **Preliminary Street and Utility Layout (Hawthorn Drive)** - Quam Engineering, LLC will prepare the preliminary plan and profile drawings for Hawthorn Drive. Three plan and profile drawings will present the proposed urban street with 8' wide path, and 5' wide sidewalk for approximately 1,300 feet of street to include a small roundabout. The preliminary street and utility layout will include existing sanitary sewer, water main, and storm sewer, connection details, and proposed sanitary sewer,

water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: January 29 – February 23, 2024

7. **Preliminary Street and Utility Layout (South Banker Road)** - Quam Engineering, LLC will prepare the preliminary plan and profile drawings for south Banker Road. Two and one-half plan and profile drawings will present the proposed urban street with a bike/pedestrian path for approximately 1,450 feet of street from Campus Drive to Trillium Drive. The preliminary street and utility layout will include existing sanitary sewer, water main, and storm sewer, connection details, and proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: February 5 - 23, 2024

8. **Preliminary Street Cross Sections (South Banker Road)** - Quam Engineering, LLC will prepare the preliminary street cross sections for what is expected to be a non-typical cross section to accommodate varying right-of-way elevations. The preliminary street cross sections will be approximately every 50' and/or through legacy trees or power poles to be protected.

Schedule: February 5 - 23, 2024

9. **Preliminary Street and Utility Layout (North Banker Road)** - Quam Engineering, LLC will prepare the preliminary plan and profile drawings for north Banker Road. Three plan and profile drawings will present the proposed urban street with a bike/pedestrian path for approximately 1,600 feet of street from Trillium Drive to Hoard Road. The preliminary street and utility layout will include the proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: February 5 - 23, 2024

10. **Preliminary Street and Utility Layout (Trillium Drive)** - Quam Engineering, LLC will prepare the preliminary plan and profile drawings for Trillium Drive. One and one-half plan and profile drawings will present the proposed urban street with a bike/pedestrian path for approximately 700 feet of street from Hawthorn Drive to Banker Road. The preliminary street and utility layout will include the proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: February 5 - 23, 2024

11. **Preliminary Campus Drive or Banker Road Storm Sewer Extension** - Quam Engineering, LLC will prepare the preliminary Campus Drive or Banker Road storm sewer extension plan and profile drawing. The plan will provide details for the storm sewer extension required to drain the south Banker Road proposed storm sewer to the Campus Drive existing inlet or Banker Road existing inlet. The plan and profile drawing will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: February 5 - 23, 2024

12. **Preliminary Stormwater Management Design** - Quam Engineering, LLC will provide preliminary stormwater management design for one regional pond to be located south of the apartments lot and north of the wetlands. The preliminary stormwater management design will analyze predevelopment flow rates, post development flow rates, and pond routed flow rates to evaluate pond volume required to address rate runoff control and sediment control for this phase of development to include the apartment lot development. The preliminary design will also evaluate 100 year ponding elevation and serve to verify minimum street elevations and apartments minimum lowest opening elevation. The preliminary design will also serve to verify pond area required and/or desired to fit between the apartments development and the wetlands. This item does not include a second regional detention pond design which will likely be required north of Trillium Drive to manage future impervious areas associated with the future streets and single family houses.

Schedule: January 29 – February 23, 2024

13. **Preliminary Pond Plan** - Quam Engineering, LLC will prepare the Preliminary Pond Plan for the proposed pond between the Apartments Development and the wetlands. The Preliminary Pond Plan will include the pond proposed contours, outfall structure details, pond cross section details, existing wetland boundary, recommended outlot boundary, and modeled 100-year flood elevation.

Schedule: January 29 – February 23, 2024

14. **Opinion of Probable Construction Costs (30% Plans)** - Quam Engineering, LLC will prepare the Opinion of Probable Construction Cost based upon the 60% plans.

Schedule: February 20 -23, 2024

15. **30% Staff Review and Meeting** - Quam Engineering, LLC will provide the preliminary Street and Utility Layout Plans to City staff along with a list of design constraints and items to discuss. Quam Engineering, LLC will attend a meeting with City staff to review the preliminary plans and items to discuss. Quam Engineering, LLC will prepare meeting minutes to document discussed items and design approach decisions.

Schedule: March 4 - 8, 2024

- 16. CSM (North Banker Road Right-of-Way)** – Quam Engineering, LLC will prepare the Certified Survey Map to dedicate the north Banker Road right-of-way from Trillium Drive to Hoard Road. Right-of-way corner irons will be set one-time at all angle points, and at the beginning and end of all curves. A total of 20 irons were assumed for the cost estimate provided.

Schedule: Mapping from May 6 - July 1, 2024
Monuments to be installed upon construction

- 17. Public Meetings** – If required, Quam Engineering, LLC will attend the following meetings:
- a.** One neighborhood site visit meeting to present the 30% plans and review driveway cross sections, sawcut limits, temporary grading easements, and traffic control. This item assumes City staff provides neighbor contact information and Quam Engineering staff submits meeting invitations.
 - b.** Three City of Fort Atkinson Plan Commission meetings to present the plans, to respond to questions, and request recommendation of approvals;
 - c.** Three City of Fort Atkinson Council meetings to present the plans, to respond to questions, and request approvals;

Schedule: To be determined

- 18. Cover Page with Sheet Index** - Quam Engineering, LLC will prepare the Cover Page with Location Map and Sheet Index

Schedule: March 11 – April 19, 2024

- 19. Grading and Erosion Control Plan (Hawthorn Drive)** – Quam Engineering, LLC will prepare the Grading and Erosion Control Plan over Plan for Hawthorn Drive. The plan will include proposed spot elevations every 25' and at points of curvature along the round-about edges of pavement. One plan over plan drawing will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 20. Grading and Erosion Control Plans (South Banker Road)** – Quam Engineering, LLC will prepare the Grading and Erosion Control Plan over Plans for South Banker Road. Two plan over plan drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 21. Grading and Erosion Control Plans (North Banker Road)** – Quam Engineering, LLC will prepare the Grading and Erosion Control Plan over Plans for South Banker

Road. Two plan over plan drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 22. Grading and Erosion Control Plan (Trillium Drive) – Quam Engineering, LLC** will prepare the Grading and Erosion Control Plan over Plan for Trillium Drive. One plan over plan drawing will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 23. Street and Utility Plan and Profile Drawings (Hawthorn Drive) - Quam Engineering, LLC** will prepare the final plan and profile drawings for Hawthorn Drive. Three plan and profile drawings will detail the proposed urban street with 8' wide path, and 5' wide sidewalk for approximately 1,300 feet of street to include a small roundabout. The plan and profile drawings will include details for the existing sanitary sewer, water main, and storm sewer, utility connections, and proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 24. Street and Utility Plan and Profile Drawings (South Banker Road) - Quam Engineering, LLC** will prepare the plan and profile drawings for south Banker Road. Two and one-half plan and profile drawings will detail the proposed urban street with a bike/pedestrian path for approximately 1,450 feet of street from Campus Drive to Trillium Drive. The plan and profile drawings will include details for existing sanitary sewer, water main, and storm sewer, utility connection, and proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 25. Street Cross Sections (South Banker Road) - Quam Engineering, LLC** will prepare the street cross sections for what is expected to be a non-typical cross section to accommodate varying right-of-way elevations. The preliminary street cross sections will be approximately every 50' and/or through legacy trees or power poles to be protected. Cross sections will include non-typical street and terrace slopes and edges of pavements elevations.

Schedule: March 11 – April 19, 2024

- 26. Driveway Cross Sections (South Banker Road) –** Quam Engineering, LLC will prepare the driveway cross sections for three private driveways connecting to the proposed urban section of south Banker Road. The driveway cross sections will be presented to City staff and then landowners for driveway slopes and sawcut location approvals.

Schedule: March 11 – April 19, 2024

- 27. Street and Utility Plan and Profile Drawings (North Banker Road) -** Quam Engineering, LLC will prepare the plan and profile drawings for north Banker Road. Three plan and profile drawings will detail the proposed urban street with a bike/pedestrian path for approximately 1,600 feet of street from Trillium Drive to Hoard Road. The plan and profile drawings will include details for the proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 28. Street and Utility Plan and Profile Drawings (Trillium Drive) -** Quam Engineering, LLC will prepare the plan and profile drawings for Trillium Drive. One and one-half plan and profile drawings will detail the proposed urban street with a bike/pedestrian path for approximately 700 feet of street from Hawthorn Drive to Banker Road. The plan and profile drawings will include details for the proposed sanitary sewer, water main, and storm sewer as well as the existing and proposed street centerline profiles. The plan and profile drawings will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 29. Campus Drive Storm Sewer Extension Plan and Profile Drawing -** Quam Engineering, LLC will prepare the Campus Drive storm sewer extension plan and profile drawing. The plan will provide details for the storm sewer extension required to drain the south Banker Road proposed storm sewer. The plan and profile drawing will be plotted on 11"x17" paper at 1"=40' and/or 22"x34" paper at 1"=20'.

Schedule: March 11 – April 19, 2024

- 30. Landscape Plan -** Quam Engineering, LLC will prepare the Landscape Plan for the proposed streets and pond areas to meet City of Fort Atkinson requirements.

Schedule: March 11 – April 19, 2024

- 31. Street Signs and Lighting Plan** - Quam Engineering, LLC will prepare the Street Signs and Lighting Plan for the proposed public streets. The Site Lighting Plan will meet the requirements of the City of Fort Atkinson.

Schedule: March 11 – April 19, 2024

- 32. Pond Plan** - Quam Engineering, LLC will prepare the Final Pond Plan for the proposed pond between the Apartments Development and the wetlands. The Pond Plan will include the pond proposed contours, outfall structure details, pond cross section details, existing wetland boundary, potential pond outlot boundary, and modeled 2, 10, 25 and 100-year flood elevations.

Schedule: March 11 – April 19, 2024

- 33. Traffic Control Plan** - Quam Engineering, LLC will prepare the Traffic Control Plan. The Traffic Control Plan will include proposed signs, barricades, one-way road details, and temporary road closure details, to reflect details discussed with City staff.

Schedule: March 11 – April 19, 2024

- 34. Details Pages** - Quam Engineering, LLC will prepare the Details Pages. The Details Page will include the typical street cross section, erosion control details, sanitary sewer details, water main details, storm sewer details, restoration notes, and construction schedule.

Schedule: March 11 – April 19, 2024

- 35. Opinion of Probable Construction Costs (60% Plans)** - Quam Engineering, LLC will prepare the Opinion of Probable Construction Cost based upon the 60% plans.

Schedule: April 16 - 19, 2024

- 36. 60% Staff Review and Meeting** - Quam Engineering, LLC will provide the 60% completed Construction Plans to City staff along with a list of final detail items to discuss. Quam Engineering, LLC will attend a meeting with City staff to review the 60% plans and items to discuss. Quam Engineering, LLC will prepare meeting minutes to document discussed items and revision decisions.

Schedule: April 22 – 29, 2024

- 37. Draft Final Plan Set** - Quam Engineering, LLC will prepare the draft Final Plan Set to address City staff comments received and items discussed at the 60% staff review meeting. The draft Final Plan Set will be used for approvals and bidding.

Schedule: May 6 - July 1, 2024

- 38. Earthwork Evaluation w/ Color Map** – Quam Engineering, LLC will provide the earthwork cut fill evaluation color map to determine excavation and filling quantities and to display cut and fill depths. This item does not include revising street profiles to better balance cuts and fills because it is assumed the street profiles will be determined due to other design constraints.

Schedule: July 1 – 5, 2024

- 39. Opinion of Probable Construction Costs (Draft Final Plans)** – Quam Engineering, LLC will prepare the Opinion of Probable Construction Cost based upon the draft final plans.

Schedule: July 8 – 12, 2024

- 40. Erosion Control and Storm Water Management Report** - Quam Engineering, LLC will prepare the Erosion Control and Storm Water Management Report necessary to receive Wisconsin D.N.R., and City of Fort Atkinson Erosion Control and Storm Water Management approvals. The report will include the Existing Site Plan, Grading and Erosion Control Plans, Pre-development Drainage Basin Map, Post-development Drainage Basin Map, Pond Plan with Outfall Structure Detail, and Pond Cross Section Detail. The report will address erosion control, rate runoff control, 80% sediment control, infiltration, thermal control, and adequate outlets. The fee estimate assumes that one stormwater management pond will be designed for the development and that infiltration and thermal control are not required. The fee estimate includes storm sewer sizing and inlet spacing calculations. The report will be submitted to the City of Fort Atkinson and Wisconsin DNR for approvals.

Schedule: March 11 – July 1, 2024

- 41. Temporary Grading Easement Exhibits** - Quam Engineering, LLC will prepare the temporary grading easement exhibits for the grading to occur outside of the right-of-way. It is assumed that four easements will be required for Banker Road property owners (1 map exhibit and 4 legal descriptions) and two easements for Hawthorn Drive property owners (1 map exhibit and 2 legal descriptions).

Schedule: May 6 - July 1, 2024

- 42. Wisconsin DNR Water Resources Application for Project Permits (WRAPP) -** Quam Engineering, LLC will prepare and submit the Wisconsin DNR Water Resources Application for Project Permits for Notice of Intent approval. This application is required because the construction will disturb over an acre. The Consolidated Permit Application will include pictures, the Construction Erosion & Sediment Control, and Post-Construction Storm Water Management attachments. The WRAPP will be submitted for grading approval and the approval will typically be valid for three years. The fee estimate does not include resubmitting for future grading that may occur after the approval expires.

Schedule: July 1 – 12, 2024

- 43. Wisconsin D.N.R. Public Sanitary Sewer Extension Application -** Quam Engineering, LLC will prepare and submit the Sanitary Sewer Extension Application for Wisconsin D.N.R. approval for the proposed plan set.

Schedule: July 1 – 12, 2024

- 44. Wisconsin D.N.R. Public Water Main Extension Application -** Quam Engineering, LLC will prepare and submit the Water Main Extension Application for and Wisconsin D.N.R. approval for the proposed plan set.

Schedule: July 1 – 12, 2024

- 45. Street and Infrastructure Construction Specifications -** Quam Engineering, LLC will prepare the specifications in conformance with City of Fort Atkinson standards for the street and infrastructure construction.

Schedule: July 1 – 31, 2024

- 46. Bidding Administration -** Quam Engineering, LLC will prepare the street and infrastructure construction “Bid Form” (Quantities List), invite up to eight Contractors to bid, host the bidding, and prepare the resulting “Bid Tabulation”.

Schedule: August 1 – 31, 2024

COST ESTIMATES TABLE

Scope Item Description	Engineer III		Engineer II		Engineer I		Surveyor		Field Crew		Amounts	
	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hourly	App. Fee
		\$155		\$140		\$125		\$140		\$170		
Initial Staff Meeting	6	\$155										\$930
Topographic Collection	1	\$155			2	\$125	2	\$140	21	\$170		\$4,255
Ex. Site and Removals (Hawthorn)					6	\$125	2	\$140				\$1,030
Ex. Site and Removals (S. Banker)					6	\$125	2	\$140				\$1,030
Ex. Site (N. Banker, Trillium, Pond)					5	\$125	2	\$140				\$905
Prelim. Street & Utility (Hawthorn)	6	\$155	9	\$140	2	\$125						\$2,440
Prelim. Street & Utility (S. Banker)	6	\$155	9	\$140	2	\$125						\$2,440
Prelim. Street X-Sections (S. Banker)	4	\$155	7	\$140	2	\$125						\$1,850
Prelim. Street & Utility (N. Banker)	7	\$155	10	\$140	3	\$125						\$2,860
Prelim. Street & Utility (Trillium)	5	\$155	7	\$140	2	\$125						\$2,005
Prelim. Campus Dr./Banker Rd. Storm	3	\$155	6	\$140	2	\$125						\$1,555
Prelim. Stormwater Management	3	\$155	16	\$140								\$2,705
Prelim. Pond	3	\$155	4	\$140	2	\$125						\$1,275
Opinion of Prob. Const. Costs (30%)	2	\$155	10	\$140	2	\$125						\$1,960
30% Staff Review and Meeting	6	\$155										\$930
CSM (N. Banker)					8	\$125	18	\$140	8	\$170		\$4,880
Public Meetings	16	\$155			2	\$125						\$2,730
Cover Page			3	\$140	4	\$125						\$920
Grading and Erosion (Hawthorn)	6	\$155	8	\$140	2	\$125						\$2,300
Grading and Erosion (S. Banker)	6	\$155	8	\$140	2	\$125						\$2,300
Grading and Erosion (N. Banker)	7	\$155	9	\$140	3	\$125						\$2,720
Grading and Erosion (Trillium)	5	\$155	7	\$140	2	\$125						\$2,005
Street & Utility P&P (Hawthorn)	5	\$155	10	\$140	2	\$125						\$2,425
Street & Utility P&P (S. Banker)	5	\$155	10	\$140	2	\$125						\$2,425

COST ESTIMATES TABLE

Street X-Sections (S. Banker)	3	\$155	6	\$140	2	\$125			\$1,555	
Driveway X-Sections (S. Banker)	3	\$155	6	\$140	2	\$125			\$1,555	
Street & Utility P&P (N. Banker)	6	\$155	11	\$140	3	\$125			\$2,845	
Street & Utility P&P (Trillium)	4	\$155	8	\$140	2	\$125			\$1,990	
Campus Dr./Banker Rd. Storm P&P	2	\$155	5	\$140	2	\$125			\$1,260	
Landscape Plan	3	\$155	8	\$140	2	\$125			\$1,835	
Street Signs and Lighting Plan	2	\$155	6	\$140	2	\$125			\$1,400	
Pond Plan	2	\$155	5	\$140	2	\$125			\$1,260	
Traffic Control Plan	3	\$155	8	\$140	1	\$125			\$1,710	
Details Page	2	\$155	10	\$140	2	\$125			\$1,960	
Opinion of Prob. Const. Costs (60%)	2	\$155	10	\$140	2	\$125			\$1,960	
60% Staff Review and Meeting	5	\$155							\$775	
Draft Final Plan Set	10	\$155	22	\$140	8	\$125			\$5,630	
Earthwork Evaluation w/ Color Map	1	\$155	6	\$140					\$995	
Opinion of Prob. Const. Costs (Final)	3	\$155	12	\$140	2	\$125			\$2,395	
Erosion Control & Stormwater Report	5	\$155	20	\$140					\$3,575	
Temporary Grading Easements					8	\$125	10	\$140	\$2,400	
DNR WRAPP	1	\$155	12	\$140					\$1,835	\$560
DNR Public Sanitary Sewer App.	2	\$155	8	\$140					\$1,430	\$0
DNR Public Water Main App.	2	\$155	8	\$140					\$1,430	\$0
Construction Specifications	3	\$155	12	\$140					\$2,145	
Bidding Administration	12	\$155	12	\$140					\$3,540	

Totals: **\$95,425** **\$560**

ATTACHMENT D

RECENT PROJECT EXAMPLES

Liberty Business Park – City of Verona

Quam Engineering, LLC has prepared the street and utility plans for Liberty Business Park street and lot development phases since the subdivision was platted in 2014 and completed the Whalen Road reconstruction phase in 2023. Quam Engineering, LLC provided plan design and drafting, stormwater management design, approvals, surveying, construction staking, and construction administration for the 137 acre commercial subdivision with over 11,000 feet of designed streets. There has been some recent turnover with City of Verona staff so I feel the best point of contact regarding the history of this project is Carla Fischer with AECOM (Reviewing Engineer).

Serenity Estates Residential Subdivision – City of Sun Prairie

Quam Engineering, LLC has prepared the street and utility plans for Serenity Estates and the street and utilities construction was completed in 2023. Quam Engineering, LLC provided plan design and drafting, stormwater management design, approvals, surveying, construction staking, and construction administration for the 35 acre residential subdivision with approximately 3,000 feet of designed streets. The best point of contact at the City of Sun Prairie is Tom Veith (City Engineer).

ATTACHMENT E
TOPOGRAPHIC COLLECTION BOUNDARY MAP



FIRM	SCOPE / APPROACH	VALUE	PM / TEAM EXPERIENCE	VALUE	PROJECT EXAMPLES	VALUE	ADHERANCE TO FORMAT	VALUE	COST PROPOSAL	VALUE	TOTAL VALUE
QUAM	1. <i>Tasks clearly defined:</i> Yes, each step clearly laid out	5	PROS: Good practice area leads	3	PROS: Specific subdivision experience, good reference from Sun Prairie	3	PROS: Requested format met and appreciated	5	657 h. \$95,425 Avg - \$145/h	5	30
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	5									
	3. <i>Review of Background Info / Site :</i> A little vague in this category - too many assumptions	1	CONS: None	3	CONS: None	3	CONS: None				
	4. <i>Overall Scope Quality :</i> As requested	3									
SEH	1. <i>Tasks clearly defined:</i> Yes, succinct and well organized	5	PROS: Good practice area leads,	3	PROS: Good represented projects	3	PROS: Requested format met and appreciated	5	1256 h. \$195,949 Avg \$156/h	3	28
	2. <i>Schedule clearly defined:</i> Yes	3									
	3. <i>Review of Background Info / Site :</i> Not clear that background info was reviewed, though experience with d/s stormwater was mentioned	3	CONS: None	3	CONS:	3	CONS: None				
	4. <i>Overall Scope Quality :</i> Overall a solid and clear scope, as requested	3									
KA PUR	1. <i>Tasks clearly defined:</i> Yes, assumptions and deliverables CLEAR	3	PROS: Good practice area leads,	3	PROS: 2 directly related examples of new construction	3	PROS: Requested format met and appreciated	5	2388 h. \$298,904 Avg \$125/h	1	28
	2. <i>Schedule clearly defined:</i> Yes	3									
	3. <i>Review of Background Info / Site :</i> Yes, although some misplaced, clearly some thought provided	5	CONS: None	3	CONS:	3	CONS: None				
	4. <i>Overall Scope Quality :</i> Overall a solid and clear scope, as requested	5									
GRAEF	1. <i>Tasks clearly defined:</i> Yes	3	PROS: Good practice area leads,	3	PROS: Good examples, school coordination nice touch	3	PROS: Requested format met and appreciated	5	2045 h. \$265,511 Avg \$130/h	3	24
	2. <i>Schedule clearly defined:</i> Yes, poor formatting	3									
	3. <i>Review of Background Info / Site :</i> Mentioned GRAEF TIA, no other references specific to project	1	CONS: None	3	CONS: None	3	CONS: None				
	4. <i>Overall Scope Quality :</i> Overall acceptable, a few indications it was rushed, but generally met expectations	3									
MSA	1. <i>Tasks clearly defined:</i> Generally clear, tasks were a little out of orde	3	PROS: Good practice area leads,	3	PROS: Good	3	PROS: Requested format mostly met	3	1500 h. \$225,633 Avg \$150/h	3	22
	2. <i>Schedule clearly defined:</i> Yes	3									
	3. <i>Review of Background Info / Site :</i> Clearly reviewed some background docs (TIA but not wetland delineation) and looked at the site	3	CONS: None	3	CONS: Only 1 provided	3	CONS: None				
	4. <i>Overall Scope Quality :</i> Overall a solid and clear scope, as requested, some assumptions a bit unusual (platting, detention design, wetlands)	3									
CEDAR	1. <i>Tasks clearly defined:</i> Yes, though not in detail	3	PROS: Good practice area leads,	3	PROS: Good experience	3	PROS: None	1	2035 h. \$275,000 Avg \$135/h **a clear table of scope tasks and level of effort was not provided.	1	20
	2. <i>Schedule clearly defined:</i> Clear and as requested in RFP.	5									
	3. <i>Review of Background Info / Site :</i> Nothing provided that was specific to the project	1	CONS: Split into 2 teams but not clear why	3	CONS: Many more than was asked for	3	CONS: Requested format was not really followed				
	4. <i>Overall Scope Quality :</i> Scope listed as an approach, lacking deliverables and assumptions, added a significant public communication component	3									

1 Fails to meet expectations

3 Meets expectations

5 Exceeds expectations