



AGENDA OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

**TUESDAY, FEBRUARY 26, 2019, 1:30 PM
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

A. Roll Call.

- I. Members: Gary Delveaux, Chair; Matt Schueller, Vice-Chair; Ald. Barbara Dorff, James Blumreich, Deby Dehn, Kathy Hinkfuss, and Melanie Parma.
Liaisons: Chelsea Kocken, Jeff Mirkes, and Leah Weycker.

B. Approval of the Agenda.

- I. Approval of the agenda for the February 26, 2019, meeting of the Redevelopment Authority.

C. Approval of Minutes.

- I. Approval of the minutes from the January 8, 2019, regular meeting and February 15, 2019, special meeting of the Redevelopment Authority.

D. Regular Business.

- I. Consideration with possible action on awarding the 2018 Fair Housing Services Request for Proposals (RFP) in the amount of \$20,000.00.
2. Consideration with possible action on awarding the 2018 HOME Downpayment/Closing Cost Assistance Request for Proposals (RFP) in the amount of \$100,000.00.
3. Consideration with possible action to approve a Request for Proposals for the purchase and redevelopment of 436 S. Monroe Avenue (Tax Parcel 13-169).
4. Consideration with possible action on the acquisition of 801 S. Broadway (Tax Parcel 2-217) using Neighborhood Enhancement Funds.
5. Consideration with possible action on Commercial Facade Improvement Grant funds to Tiona Petrouske for enhancements to 1263 Main Street (Tax Parcel 8-301).

6. Consideration with possible action on a short sale for 227 S. Buchanan Street (Tax Parcel 3-1063-2).
7. Consideration with possible action on "Lawn Care Services Contract" RFQ #3096.
8. Consideration with possible action on the award of 2018 CDBG funding for RFP #3122 playground equipment at East River Van Beaver Park and Fort Howard Park.
9. Consideration with possible action on the Request for Proposals (RFP) for the purchase and redevelopment of the Adams Street Lot, located on the 200 block of North Adams Street (Tax Parcels 12-64, 12-65, 12-66, 12-67, 12-68, 12-71, 12-107, 12-108, 12-109, 12-110, 12-111, 12-112).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

10. Consideration with possible action to purchase real property at 227 N. Quincy St., 221 N. Quincy St., 624-626 Pine St., 618 Pine St., 616 Pine St., and 605 Cherry St. (Tax Parcels 11-156, 11-157, 11-158, 11-159, 11-160, and 11-191).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

E. Informational.

1. Financial report and check register.
2. Director's report and project updates.
3. Next meeting: March 12, 2019 at 1:30 PM

F. Adjournment.

- 1) THIS MEETING IS RECORDED: THE VIDEO OF THIS MEETING AND MINUTES ARE AVAILABLE ONLINE AT www.greenbaywi.gov
- 2) ACCESSIBILITY: Any person wishing to attend who requires special accommodation because of a disability, should contact the City Safety Manager at 920-448-3125 at least 48 hours before the scheduled meeting time so that arrangements can be made.
- 3) QUORUM: Please take notice that a majority or quorum of the Common Council will attend this Redevelopment Authority meeting and will constitute a meeting of the Common Council for purposes of discussion and information gathering relative to this agenda.
- 4) REPRESENTATION: The party requesting the communication, or their representative, should be present at this meeting.



MINUTES OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

**TUESDAY, JANUARY 8, 2019, 1:30 PM
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

A. ROLL CALL.

I. Members: Gary Delveaux, Chair; Matt Schueller, Vice-Chair; Ald. Barbara Dorff, James Blumreich, Deby Dehn, Kathy Hinkfuss, and Melanie Parma.

Liaisons: Chelsea Kocken, Jeff Mirkes, and Leah Weycker.

Present: Gary Delveaux, Chair; Matt Schueller, Vice Chair; Barbara Dorff, Deby Dehn, and Kathy Hinkfuss

Excused: James Blumreich and Melanie Parma

Liaisons Present: Jeff Mirkes and Leah Weycker

Others Present: Ald. Brian Johnson

B. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the January 8, 2019, meeting of the Redevelopment Authority.

Moved by Ald. Barbara Dorff, seconded by Matt Schueller to approve the agenda for the January 8, 2019, meeting of the Redevelopment Authority. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None,
Abstain- None

C. APPROVAL OF MINUTES.

I. Approval of the minutes from the December 11, 2018, regular meeting of the Redevelopment Authority.

Moved by Ald. Barbara Dorff, seconded by Deby Dehn to approve the minutes from the December 11, 2018, regular meeting of the Redevelopment Authority. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

D. REGULAR BUSINESS.

I. Consideration with possible action on Development Agreement 19-01 with TWG Development, LLC, and DDL Holdings, LLC, for Broadway Lofts @ the Rail Yard at 420 N. Broadway (Parcel 5-1756).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to open the floor for discussion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

Moved by Matt Schueller, seconded by Kathy Hinkfuss to close floor for discussion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Matt Schueller to approve Development Agreement 19-01 with TWG Development, LLC, and DDL Holdings, LLC, for Broadway Lofts @ the Rail Yard at 420 N. Broadway (Parcel 5-1756), subject to minor legal and technical revisions. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

2. Consideration with possible action on a development agreement for the property located at 1130 Stuart Street (Parcel 14-997).

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to approve the execution of a development agreement with ADZ Investments LLC for the property located at 1130 Stuart Street (Parcel 14-997).

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to open the floor for discussion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to close floor for discussion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

A vote was taken on the motion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None

E. INFORMATIONAL.

1. Financial report and check register.

2. Director's report and project updates.

3. Next meeting: February 12, 2019 at 1:30 PM

F. ADJOURNMENT.

Moved by Matt Schueller, seconded by Kathy Hinkfuss to adjourn. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Matt Schueller, Deby Dehn, No- None, Abstain- None



MINUTES OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF GREEN BAY

**FRIDAY, FEBRUARY 15, 2019, 7:45 AM
CITY HALL, ROOM 604 - THE HARRY MAIER ROOM**

A. ROLL CALL.

I. Members: Gary Delveaux, Chair; Matt Schueller, Vice-Chair; Ald. Barbara Dorff, James Blumreich, Deby Dehn, Kathy Hinkfuss, and Melanie Parma.

Liaisons: Chelsea Kocken, Jeff Mirkes, and Leah Weycker.

Members Present: Barbara Dorff, Deby Dehn, Gary Delveaux, Kathy Hinkfuss, Excused: James Blumreich, Matt Schueller, Melanie Parma

Liaisons Present: None

B. APPROVAL OF THE AGENDA.

I. Approval of the agenda for the February 15, 2019, special meeting of the Redevelopment Authority.

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to approve the agenda for the February 15, 2019, special meeting of the Redevelopment Authority. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Deby Dehn, No- None, Abstain- None

C. REGULAR BUSINESS.

I. Consideration with possible action on approval of an Initial Resolution regarding Redevelopment Exempt Facility Revenue Bonds Financing in an amount not to exceed one hundred and fifty million dollars (\$150,000,000.00) for a Green Bay Packaging, Inc. project.

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to open the floor for discussion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to close floor for discussion. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Deby Dehn, No- None, Abstain- None

Moved by Ald. Barbara Dorff, seconded by Kathy Hinkfuss to approve Initial Resolution Regarding Redevelopment Exempt Facility Revenue Bond Financing for Green Bay Packaging, Inc. Project. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Deby Dehn, No- None, Abstain- None

D. ADJOURNMENT.

Moved by Deby Dehn, seconded by Kathy Hinkfuss to adjourn. Motion carried.

Yes- Barbara Dorff, Gary Delveaux, Kathy Hinkfuss, Deby Dehn, No- None, Abstain- None



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Krista Cisneroz, Staff

AGENDA ITEM # D.I.

Consideration with possible action on awarding the 2018 Fair Housing Services Request for Proposals (RFP) in the amount of \$20,000.00.

BACKGROUND

The City of Green Bay used a competitive application process to make a portion of its 2018 CDBG funds available to non-profit groups who could administer a fair housing services program for the City of Green Bay. On January 18, 2019, staff sent out a Fair Housing Services Request for Proposals (RFP).

Applications are due back on February 8, 2019. Staff will score all applications and present a recommendation for award at the meeting.

RECOMMENDATION

Award the 2018 Fair Housing Services funding in the amount of \$20,000.00.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Krista Cisneroz, Staff

AGENDA ITEM # D.2.

Consideration with possible action on awarding the 2018 HOME Downpayment/Closing Cost Assistance Request for Proposals (RFP) in the amount of \$100,000.00.

BACKGROUND

The City of Green Bay used a competitive application process to make a portion of its 2018 HOME Investment Partnership funds available to non-profit groups who could administer a Downpayment/Closing Cost Assistance program for the City of Green Bay. On January 18, 2019, staff sent out a Downpayment/Closing Cost Assistance Request for Proposals (RFP).

Applications are due back on February 8, 2019. Staff will score all applications and present a recommendation for award at the meeting.

RECOMMENDATION

Award the 2018 Downpayment/Closing Cost Assistance funding in the amount of \$100,000.00.

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Erin Roznik

AGENDA ITEM # D.3.

Consideration with possible action to approve a Request for Proposals for the purchase and redevelopment of 436 S. Monroe Avenue (Tax Parcel 13-169).

BACKGROUND

This site has been vacant since 2014 after the blighted multi-family houses were purchased and demolished by the RDA. Based on the priorities of the 2014 AuthenticCity Plan, the Request for Proposals is recommending a medium density housing development or a mixed-use development with an emphasis on housing creation. Staff's intention is to have all submissions received by April 12, 2019, with a final recommendation to the RDA at the May 14, 2019 meeting.

RECOMMENDATION

To approve the Request for Proposals for the purchase and redevelopment of 436 S. Monroe Avenue (Tax Parcel 13-169).

FISCAL IMPACT

ATTACHMENTS

- I. Chicago_Monroe RFP



City of Green Bay
Department of Community and Economic Development

Request for Proposals

436 S. Monroe Ave.



Redevelopment Authority of the City of Green Bay

Released Feb. 27, 2019

**Request for Proposals:
436 S. Monroe Ave.**

I. Introduction

A. Project Overview

The Redevelopment Authority of the City of Green Bay (RDA) is seeking proposals for the purchase and redevelopment of 436 S. Monroe Ave. (tax parcel 13-169).

B. Project Goals

The property is on the edge of the Downtown, along a major corridor and gateway to Downtown.

The RDA's goals for this property include the following:

1. Positively utilize the site for economic growth by incorporating mixed-use development
2. Generate tax base
3. Work with the City of Green Bay and Downtown Green Bay, Inc. to positively promote the development during the design process.
4. Facilitate a development that corresponds with the City's 2014 AuthentiCity Plan

C. Property Summary

Location: 436 S. Monroe Ave., the northwest intersection of S. Monroe Ave. and Chicago St.

Property Ownership: RDA

Parcel(s): 13-169

Site Size: 0.46 acres (20,076 square feet)

Type of Project: Preference will be given to a medium density housing development or a mixed-use development with an emphasis on housing creation. If the development is mixed-use, the first story must have a commercial user(s).

Land Value: \$169,900

D. Property Background

The site is currently vacant. There were single-family and multi-family houses on the site previously.

E. Environmental Condition

The City is not funding a Phase I or Phase II Environmental Site Assessment (ESA) based on the past uses on the site.



II. Proposal Requirements

A. Content and Organization

To achieve a uniform review process and a degree of comparability, the proposals should be organized in the following order and contain all of the following information:

1. Title Page

Show the proposal title, the name of firm, address, telephone number(s), name and email address of contact person, the date, and other relevant company information.

2. Alignment with Strategy

Please provide a narrative of the project that shows how it aligns with our community and economic development strategy to generate innovative ideas, cultivate ideas into businesses, and retain and attract skilled people. The City supports projects that make our community more:

1. safe; projects that
 - 1.1. remove blighted and neglected properties with high complaint and/or police call volumes
 - 1.2. remediate environmental contamination and/or enhance the physical (soil, water, air) landscape
 - 1.3. strengthen and/or expand public water, sewer, stormwater, and other utility infrastructure
 - 1.4. eliminate and/or reduce transportation hazards
2. productive; projects that
 - 2.1. rehabilitate and/or build new structures with high-performance designs, systems, and finishes
 - 2.2. create a significantly higher per acre property value than adjacent properties and the City average
 - 2.3. generate property taxes greater than the cost of providing infrastructure and services
 - 2.4. generate job opportunities for smart and skilled individuals
3. accessible; projects that
 - 3.1. rehabilitate and/or build new structures for individuals of all ages and abilities
 - 3.2. are located in places easy to reach on foot, bicycle, or transit
 - 3.3. strengthen and/or expand non-motorized transportation networks
 - 3.4. generate job opportunities for individuals of all ages, abilities, and incomes
4. innovative; projects that
 - 4.1. expand our range of (residential, commercial, and industrial) real estate products
 - 4.2. are designed and built with options for conversion to alternative uses in the future
 - 4.3. create and/or enhance unique public spaces, amenities, and art
 - 4.4. support disruptive startups and high-growth, second-stage companies

3. Design and Use

Describe the project and provide a scope of work. Include a preliminary site plan with the proposed building footprint, parking, and circulation. Also submit massing diagrams or elevations showing how the proposed development relates to the surrounding buildings.

Discuss the occupancy of the completed project. Provide a detailed explanation of the end user(s) for this property. Offer an idea of the target market for the proposed concept and how the property will be marketed. The Developer should provide a timeline for tenancy and include any challenges that may be perceived.

Long-Range Planning. This site is in an area highlighted in [Downtown district plans](#) adopted by the City (see Appendix). It is along the Monroe corridor, which carries an annual average daily traffic count of 12,600 vehicles. The block is part of the area indicated as a secondary development opportunity. The plan recommendations for this site are increased density and a greater mix of land uses.

Form. This parcel is zoned Office Residential (OR). The building must be designed to comply with OR zoning requirements, with flexibility in the Floor Area Ratio (FAR) (change maximum FAR to 2.0) and height requirements (change maximum height to 45 feet) to allow density and height more fitting to Downtown character. The building must complement the established Downtown neighborhood character:

Architectural Character	Sensitivity to context. Identifiable and distinct.
Articulation	Emphasis on building corners at intersections. Buildings greater than thirty (30) feet wide are divided into smaller increments through variations in materials or through architectural elements.
Alignment	The front façade and main entrance must face S. Monroe Ave. May have slight variations to the zero (0) foot setback (if mixed-use) to enhance building entrances or streetscape elements; i.e. outdoor café seating, entrances. First story is distinct from upper stories, through change in building materials or textures or through sign bands, awnings, arcades, etc.
Building Materials	Brick and stone; other material for accent features only. Rear façade may have concrete masonry units with color treatment.
Color	Reflect the existing and desired context
Fenestration	Minimum of fifty percent (50%) of the first story (street-facing) façade is transparent (if mixed-use). Upper story windows: punched openings, reflective glass discouraged.
Modulation	No blank facades. Variation in treatments. Pedestrian scale. Modulation rhythm through setbacks, façade widths, heights, colors, materials, and architectural features
Height	Height is between two (2) stories and four (4) stories.

Mixed-Income Housing. While market-rate housing is suitable for this development, higher points will be attainable for a project that incorporates affordable residential units.

Parking. The project must provide sufficient parking to comply with the relevant requirements of City Code 13-1700. Parking must be in the rear yard or underground.

Public Art. One percent (1%) of the overall project budget shall be dedicated toward public art in the City. This may be through incorporating new art on the project site, funding art around the site or Downtown area, holding a percentage of funds for art maintenance, donation to the Green Bay Public Arts Commission, or a combination.

4. Investment

Provide an analysis of expected increase in tax base generated by this project. Discuss project costs, including acquisition cost. The value of the property is estimated to be \$169,900. Proposals should identify planned sources of financing for the project. Attach proof of funding sources; i.e. loan approvals, financial statements, letters of credit etc.

5. Capacity and Experience

Provide a timetable for construction, including start and completion dates, as well as a final goal for attaining occupancy of the property. Briefly discuss other projects (if any) that may limit the Developer's ability to complete this project in a timely manner.

Explain the Developer's qualifications and related experience in development. Provide résumés of project team members, any examples of previous projects that may relate to this type of development, and a list of contractors/ subcontractors to be used for this project.

B. Submittal Requirements

Proposals must be received by the RDA by Friday, April 12, 2019, no later than 4:00 p.m. CDT. If sending through mail, submissions must include one (1) original copy, and one (1) electronic copy (CD, DVD, or flash drive).

Please send proposals to:

City of Green Bay
Department of Community & Economic Development
Attn: Ken Rovinski
100 N Jefferson St, Room 608
Green Bay, WI 54301

OR Email to: kennethro@greenbaywi.gov

The staff recommendation will be presented to RDA on Tuesday, May 14, 2019, at 1:30 p.m. CDT in Room 604 of City Hall.

III. Selection Process and Criteria

A. Selection Criteria

City staff will review and score proposals according to the following criteria:

Grading Scale

4	3	2	1	0
A	B	C	D	F

FACTOR	MAXIMUM POINTS
ALIGNMENT WITH STRATEGY	16
makes the City safer	(4)
makes the City more productive	(4)
makes the City more accessible	(4)
makes the City more innovative	(4)
DESIGN AND USE	24
overall form and character	(4)
density and intensity of structure	(4)
quality of use types	(4)
mix of use types	(4)
integration of mixed-income residential	(4)
integration of public art	(4)
INVESTMENT	24
scope of work	(4)
estimated property value at completion	(4)
estimated hard construction costs	(4)
total cash offer for all parcels	(4)
amount of requested public funding	(4)
proposed sources of financing	(4)
CAPACITY AND EXPERIENCE	16
project team qualifications	(4)
proposed time to complete	(4)
proposed time to attain occupancy	(4)
demonstrated success on similar projects	(4)
TOTAL POSSIBLE POINTS	80

B. Questions and Comments

All questions shall be submitted in written form to the contact information provided below by Monday, March 25, 2019. Answers will then be provided, via the City website (www.greenbaywi.gov), as a part of an addendum to this RFP.

Mail to: City of Green Bay
Department of Community & Economic Development
Attn: Ken Rovinski
100 N Jefferson St, Room 608
Green Bay, WI 54301
OR
Email to: kennethro@greenbaywi.gov

C. Selection Process

The developer selection process will involve the following primary steps:

1. *Proposal review*
2. *Staff Recommendation of selected developer*
3. *RDA approval of selected developer*
4. *Finalize / execute Development Agreement*

D. Timeline

- Questions due: Monday, March 25, 2019
- Addendum posted: Thursday, March 28, 2019
- Proposals due: Friday, April 12, 2019 by 4:00 p.m.
- RDA selection: Tuesday, May 14, 2019 at 1:30 p.m.

E. Rules Governing Competitive Evaluation

1. Examination of Request for Proposals

Applicants should carefully examine the entire RFP, any addenda, and all related materials and data referenced in the RFP. Applicants should become fully aware of the nature of the work and the conditions while performing the work.

2. Contract Negotiations

The highest-ranked Developer will enter into negotiations with the RDA. If an agreement cannot be met, the RDA will notify the Developer and stop negotiations. Then the second highest Developer will enter into negotiations. This process may continue until a successful negotiation(s) occurs. The RDA reserves the right to cease any negotiations with any Developer should it be in the RDA's best interest.

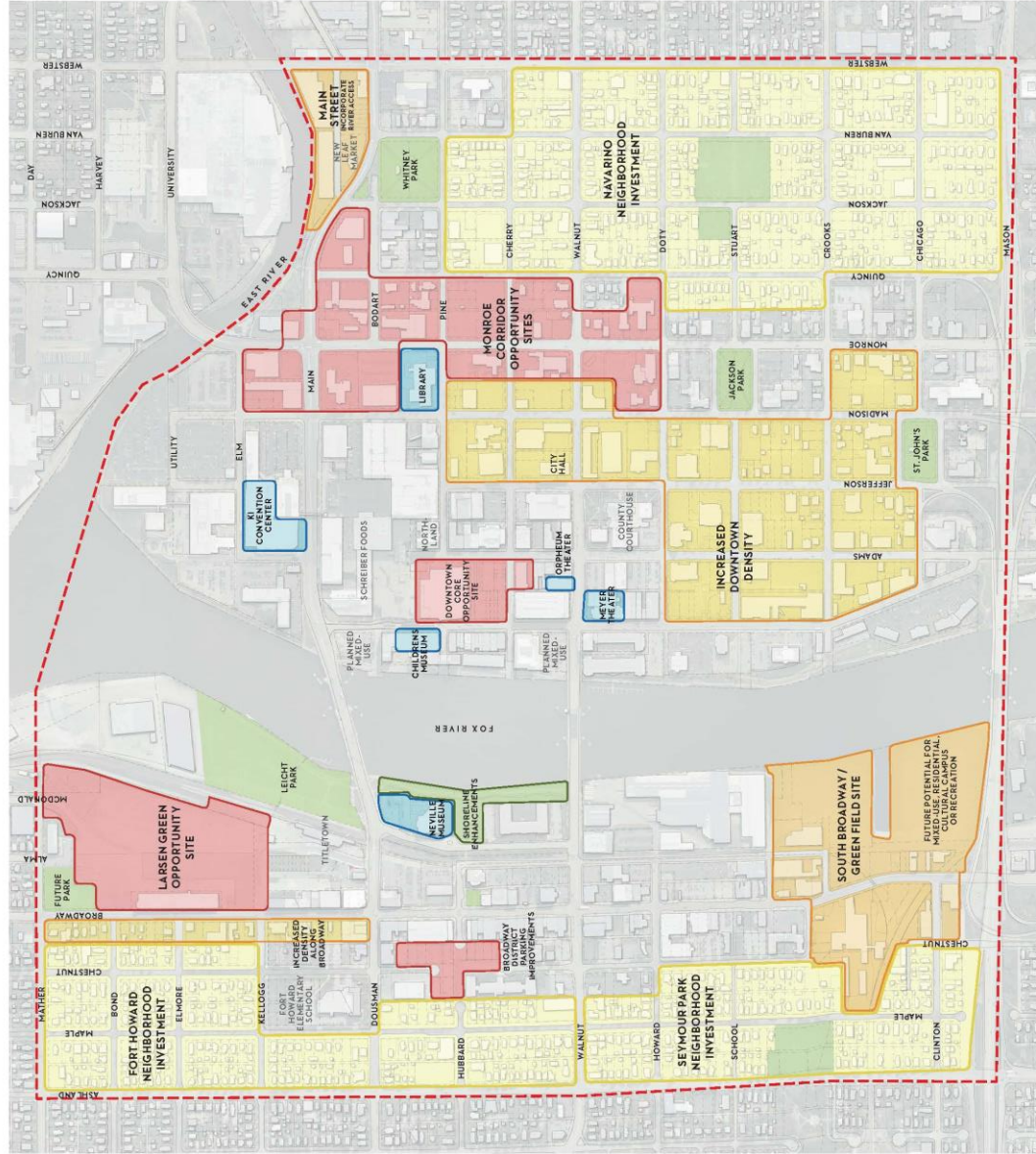
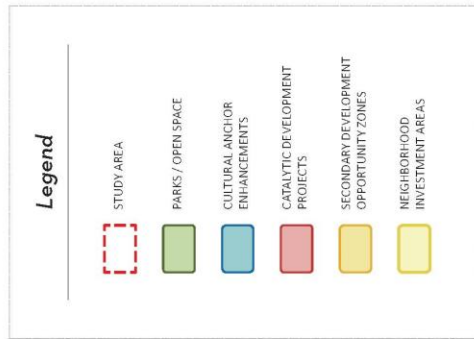
3. Completeness, Addenda, Rejection, Cancellation, Preparation Cost

This Request for Proposals (RFP) has been prepared by the RDA and does not purport to be all-inclusive or to contain all of the information a prospective purchaser or developer may desire. No legal liability is assumed or shall be implied with respect to the accuracy or completeness of this RFP.

The RDA reserves the right to revise any part of this RFP by issuing an addendum at any time prior to the submittal deadline. The RDA reserves the right to accept or reject, in whole or part, all proposals submitted and/or to cancel this announcement if any such action is determined to be in the RDA's or the City's best interest. All materials submitted in response to this RFP become the property of the RDA.

The RDA will not be responsible for costs associated with preparing proposals. By submitting a proposal, each Developer agrees to be bound in this respect and waives all claims regarding such costs and fees.

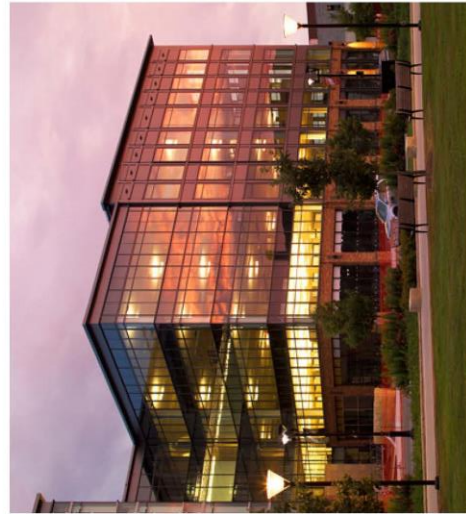
IV. Appendix



Map 1: Land Use Framework

Secondary Development Opportunity Zones

As identified in the Land Use Framework, these opportunity zones are important to the continued redevelopment of the downtown. However, as the overall Master Plan strives to be realistic and achievable, it needs to acknowledge the limited resources in terms of time and budget that the City can commit within the downtown. Therefore these projects are ones where the City should work to provide direction to inform private redevelopment, should it occur in the next ten years. As the Master Plan is re-evaluated and updated in the future, these are areas that are anticipated to graduate to priority projects as other established priority projects are completed and City resources become available.



Multi-story office buildings that take advantage of river views become more feasible with a shared parking ramp.

Increased Downtown Density

For many, the “core” of Green Bay’s downtown is perceived as the area that exist north of Doty Street, south of Elm Street, west of Jefferson Street and east of the Fox River. This particular portion of downtown has a distinct character that results from the size, scale, density, and placement of buildings. In this area a majority of the buildings are 3-stories or more and there is a relatively continuous blockface (building walls at the sidewalk) which creates a comfortable

sense of enclosure. Buildings in this area tend to be mixed-use, typically with retail on the first floor and either residential or office uses on the floors above. There are also a number of parking ramps in this area, which allows for higher density development. Employees, visitors, and business patrons share the use of these ramps for parking, which allows individual building and property owners to be less concerned with providing their own, exclusive parking areas. This also allows drivers to park once and visit multiple destinations



Figure 12: Increased Downtown Density Concept A: Shared parking ramps create the opportunity for larger office developments.

without moving their car. Public input participants generally referred to this area as the more lively, inviting, and successful portion of downtown.

In the areas surrounding the core east of the Fox River, buildings tend to be three-stories or less and generally lack continuous blockfaces. This portion of downtown loses its sense of enclosure and buildings in this area tend to be single-use structures separated by surface parking lots. Many of these parking lots are privately owned and discourage multiple-stop trips. It was expressed through the public input process that there is a strong desire for this area to be more like the downtown core with a greater mix of land uses, taller buildings that create a sense of enclosure, more consistent streetwalls and more density overall.



Mixed-use development can reinforce the commercial nature of important streets and provide additional residential units.

It is the recommendation of this plan that the area south of Doty Street to Chicago Street and east of Jefferson Street to Monroe Street see an increase in density and greater mix of land uses. One way this could be achieved is through reduction in surface parking and promotion of shared use parking as discussed in the transportation recommendations (see Figures 12 and 13:

Increased Downtown Density Concepts). The development of multistory, mixed-use buildings could be promoted in this manner. Additionally, improvements to Washington, Walnut, Madison and Jefferson Streets would make this portion of

the downtown more livable and inviting. Jackson Park and St. John's Park are also two unique community assets that could be leveraged to re-brand or define this part of the downtown. Additionally, design guidelines or form-based zoning could be used to encourage or require redevelopment to create more consistent streetwalls. Overall, this portion of the downtown has strong connections to a number of cultural assets and it should be the goal of the community to capitalize on these connections by expanding the character of the downtown core into these underutilized areas.



Figure 13: Increased Downtown Density Concept B. Mixed-use development can increase Downtown's residential population while also reinforcing the pedestrian-oriented character of importance retail streets such as Washington Street.



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Ken Rovinski, Staff

AGENDA ITEM # D.4.

Consideration with possible action on the acquisition of 801 S. Broadway (Tax Parcel 2-217) using Neighborhood Enhancement Funds.

BACKGROUND

This is a highly visible property within the Shipyard project area. The owner of this property has relocated the majority of his business to another location and has been only using this property as a secondary operations and storage facility. Originally a service station, this property has been utilized as a computer and electronics recycling center for the past 10 years. There was environmental work completed in 1999 when the holding tanks were removed; however, a new Phase I environmental site assessment would need to be completed prior to purchase to meet DNR requirements and to protect the City and RDA from liabilities. Staff has been directed by the Senior Development Team to begin negotiations with the owner.

RECOMMENDATION

Approve the acquisition of 801 S. Broadway (Tax Parcel 2-217) using Neighborhood Enhancement Funds .

FISCAL IMPACT

Staff has a signed offer to purchase for \$90,000 using Neighborhood Enhancement funds for the acquisition. Brownfield Assessment Grant funds will be used for a Phase I environmental site assessment prior to closing.

ATTACHMENTS

- I. 801 S. Broadway report info

801 S. Broadway



Property Information:

Parcel ID 2-217
Lot Size.....53' x 240'
Building SF..... 1,745 SF
Warehouse SF..... 1,860 SF
Zoning..... Commercial Two

Current Tax Information:

Land Value..... \$28,700
Assessed Value \$50,700
Equalized Value..... \$79,400



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Matt Buchanan, Staff

AGENDA ITEM # D.5.

Consideration with possible action on Commercial Facade Improvement Grant funds to Tiona Petrouske for enhancements to 1263 Main Street (Tax Parcel 8-301).

BACKGROUND

Tiona Petrouske has submitted a commercial facade grant application to make improvements to 1263 Main Street (Tax Parcel 8-301). The property is a multi-tenant commercial building with both retail and office uses. Ms. Petrouske owns/manages the State Farm Insurance office and is one of the building tenants. Ms. Petrouske will complete the improvements with the support of building owner, Jim Brick, and neighboring tenant, Betz Castro Rodriguez, owner/manager of the Main Street Salon.

The project proposal includes nine new ground floor window awnings, electrical work, and installation for new exterior lighting. The total project cost is estimated to be \$12,750.00. The design review committee, made up of City staff and the Olde Main BID Director, has reviewed and scored the application. Based on the application score and current grant funds available, the committee recommends awarding \$7,300.00, which would cover 58% of the project cost.

RECOMMENDATION

Recommend approval of a \$7,300.00 grant to Tiona Petrouske.

FISCAL IMPACT

The RDA has allocated \$50,000.00 in Community Development Block Grant (CDBG) funding for commercial facade or demolition grants for 2018-2019. To date, the RDA has already obligated \$30,375.00 to other projects. If \$7,300.00 is awarded to Tiona Petrouske, the RDA would have \$12,325.00 remaining to fund additional projects in the 2018-2019 grant cycle.

ATTACHMENTS

1. 1263 Main Facade Application
2. Proposed Lighting
3. Proposed Awnings

City of Green Bay

Commercial Façade Improvement Program Application

A. Applicant Information

Building Owner: Jim Brick

SSN or Tax ID No.:

Contact Name: Tiona Petrouske

Address: 1263 Main St Ste 125

City/State/Zip: Green Bay, WI, 54302

Phone: 920-634-7357

Fax:

E-Mail: tiona@mygreenbayagent.com

Businesses Impacted: State Farm, Main Salon, Main Street Commons

B. Building Information

Building Name: Main Street Commons

Address: 1263 Main St

No. of Stories: 2

No. of Primary (street facing) Facades: 4

Total Square Feet: 5000

Year Built: 1920

Approx. Market Value: 1,000,000

Space Allocation

Retail %: 33

Office %: 33

Residential %:

Other %: 33

C. Proposed Project

1. Describe the proposed "project" in detail. This narrative should describe the same project outlined in the financial details.

Requesting funding for lighting on the front and east side of the building to compliment the lighting on the west side of the building as well as awnings on the east front side of the building to compliment the west front side of the building and refresh the existing awnings.

2. Project Start
Date: ____ 09/01/2018 ____

3. Project End Date: ____ 02/01/2019 ____

4. Explain why Commercial Façade Improvement Funds are needed to complete the project. Would improvements be made without the assistance or to a lesser degree?

New businesses have spent business monies on the interior of the building, and this funding would help support the continued improvements of this property. As a new business owner, the funding is not in my budget to spend on these nice to have expenses without the support!

D. Project Financing

Reimbursement shall be limited to no more than 75% of the total cost of eligible improvements.

The City of Green Bay requires proof of down payment and no less than 25% of project costs secured by applicant prior to approval. The City of Green Bay reserves the right to pay the contractor(s) directly upon project completion. Project must begin within 3 months of approval date. Project must be completed 9 months after the Project Begins.

Facade Improvement Program

E. Summary of Eligible Improvement Costs			
Proposed Work	Contractor(s)	Finish Date	Cost Estimate
Electrical- Front of building, side of building	Stiegler	2/1/19	1,820.00
9 Awnings	Quick Signs	2/1/19	10,930.22
Total:			12,750.22

F. Summary of Non-Eligible Improvements			
Bids for non-eligible work are not required			
Proposed Non-Eligible Work	Contractor(s)	Finish Date	Cost Estimate
Total:			

Facade Improvement Program

G. Application Attachments

Check if submitted. If not submitted, provide an explanation.

Yes



No



Written Bids/Quotes for work to be completed.

Design plan or detailed description of work to be completed.

Existing building photographs and renderings of finished project.

Letters of commitment or proof of other financing.

H. Applicant Signature

I certify that all information contained in this document and any attachments or exhibits is true and correct to the best of my knowledge.

I understand and agree to meet and/or carry out all the program requirements as outlined by the City of Green Bay.

I authorize the City of Green Bay to research the company's history, research key individual's histories, contact respective financial institutions, obtain credit reports and perform other related activities necessary for the reasonable evaluation of this application.

Tiona Petrouske

12/6/2019

Signature

Date

Office Use Only

Date of Application Submission

Date of Design Review Board Approval

Date of RDA Approval

Date of Permit Approval



I would like lights similar to Sign #1 installed on opposite side of the building. I probably only need 2 lights. Do you provide the light options or do I need to find them?

Sign #2: the side light on front of building for blade sign, I'm looking for this to be moved to my door.



Need 2 lights installed above State Farm sign, similar to Main Street Commons sign on other side of the building.





P 920.484.4226 F 920.484.4232
 quicksigns-wi.com facebook.com/quicksigns.wi

525 S. MILITARY AVE • GREEN BAY, WI 54303

NOTE: This proof may not accurately represent the colors on the final product. Color matching (i.e. Pantone Color System) is necessary, please request a color sample.

DO NOT DUPLICATE! This drawing is the property of Quick Signs, Inc. By accepting this proof into your possession, you agree not to reproduce, copy, or use this design in any manner without written authorization from Quick Signs, Inc.

CUSTOMER: State Farm
 CONTACT: _____
 PROJECT LOCATION: _____
 SALESPERSON: Bryan Boettcher
 ARTIST: Tracy Dehn
 DRAWING: C SCALE: 1/8"=1'
 DATE: 09/17/18 REVISION #: 12.04-9

APPROVAL FOR PRODUCTION

INITIALS: _____
 DATE: _____

PROJECT DESCRIPTION

New Awnings | Colors: logo red

Black & White Awning (left on photo)
 37.95" x 18" projection x 42"
 face & 10" Valance, Length is
 192"

NOTES

Middle Red Awning
 48" x 36" projection x 60" face
 & 10" Valance, Length is 183"
Red Awning (right on photo)
 37.95" x 18" projection x 42"
 face & 10" Valance, Length is
 188"



P 920.494.4226 | F 920.494.4232
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CUSTOMER: State Farm
 CONTACT: _____
 PROJECT LOCATION: _____
 SALESPERSON: Bryan Boettcher
 ARTIST: Tracy Dehn
 DRAWING: 8 SCALE: 1/4"=1'
 DATE: 09/17/18 REVISION #: 12.04.9

APPROVAL FOR PRODUCTION

INITIALS: _____
 DATE: _____

PROJECT DESCRIPTION

New Awnings | Colors: logo red

Middle Awning

48" x 36" projection x 60" face & 10" Valance, Length is 84"

NOTES

Left & Right Awning

37.95" x 18" projection x 42" face & 10" Valance, Length is 96"



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Kevin King, Staff

AGENDA ITEM # D.6.

Consideration with possible action on a short sale for 227 S. Buchanan Street (Tax Parcel 3-1063-2).

BACKGROUND

In 2015, RDA staff authorized a housing rehab loan to the family living at 227 S. Buchanan Street in the amount of \$33,821.00. The owner of the property has since died; her family took over the property and has subsequently abandoned the place leaving the building in a state of disrepair. The family attorney has found a buyer that has offered \$62,500.00 for the building.

After back taxes of \$16,735.00, the first mortgage of \$8,743.02, and closing costs of \$5,941.00, the RDA would receive \$31,080.38 of the proceeds, which is \$2,740.62 shy of full repayment.

RECOMMENDATION

Accept the short sale offer and satisfy the mortgage pending receipt of funds.

FISCAL IMPACT

The fiscal impact of accepting the short sale will be a \$2,740.62 reduction of available funds for the housing rehab program.

ATTACHMENTS

- I. 02062019 Short Sale letter



JONATHAN OLSON & ASSOCIATES
ATTORNEYS AT LAW

• (920)569-2629 phone • (920)482-2939 fax •

ATTORNEYS
Jonathan A. Olson
Robert B. Harris

February 6, 2019

Transmitted by email
To kevinki@greenbaywi.gov

Mr. Kevin King
Redevelopment Authority
City of Green Bay

Re: 227 S Buchanan St, Green Bay, WI
City loan to Marilyn Sittman

Dear Mr. King;

As we have discussed recently, the daughters of Marilyn Sittman have listed the house at 227 S. Buchanan for sale. The City has an interest in this property through a home improvement lien.

The City is in third position on the house. The liens that need to be satisfied at closing are as follows:

- | | | |
|----|--|--------------------|
| 1. | Real Estate taxes
(Through 3/31/19; 1% per month
interest after 3/31/19) | \$16,735.10 |
| 2. | Majestic River Land Company mortgage
(Through 3/31/19; \$0.71 per diem) | \$ 8,743.02 |
| 3. | City of Green Bay | <u>\$33,821.00</u> |

Total liens \$59,299.12

An estimate of closing costs is attached, totaling: \$ 5,941.50

Total cash needed for closing \$65,240.62

The house is in poor condition, and in need of substantial additional repairs. Most offers being received are in the range of \$50,000 to \$55,000.

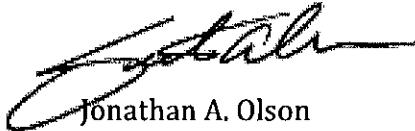
There is an offer for **\$62,500**, which the sellers have accepted. A copy of the offer accompanies this letter. Closing on this offer is dependent on the sellers' ability to satisfy the outstanding liens.

We are asking that the City consider a short sale on this property, in order to return this property to good condition as soon as possible, and to make sure that real estate taxes can be paid on time in the future.

Specifically, we are asking the Redevelopment Authority to forgive \$2,740.62 of their loan, and accept \$31,080.38 to fully satisfy the City's lien on this property. If the Redevelopment Authority accepts this proposal, the closing can take place, but the sellers will not receive any proceeds of the sale.

The realtor is Mike Boyea. His number is 920-712-4617. Please feel free to contact either of us if you have additional questions, or need additional information.

Sincerely,



Jonathan A. Olson

Enclosures

Copy to: Mike Boyea (via email)
Kimberly Weissert, Guardian for Keana Hansen (via email)



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Ken Rovinski, Staff

AGENDA ITEM # D.7.

Consideration with possible action on "Lawn Care Services Contract" RFQ #3096.

BACKGROUND

The Redevelopment Authority is seeking quotations from qualified vendors for all labor, materials and equipment necessary to completely and satisfactorily perform the Lawn Care Services Contract (mowing, trimming, trash removal, etc.) at various RDA Properties located within the City limits of Green Bay. The initial term of the contract shall be (pending RDA approval) for the calendar year 2019, with the option of four one-year renewals for calendar years 2020, 2021, 2022 and 2023 upon funding availability and mutual agreement by both parties. Staff is seeking approval to award a contract to the lowest, responsible bidder.

RECOMMENDATION

Award the "Lawn Care Services Contract" RFQ #3096 to lowest responsible bidder.

FISCAL IMPACT

ATTACHMENTS

1. RFQ #3096
2. #3096 Quote Summary

CITY OF GREEN BAY, WISCONSIN
REQUEST FOR QUOTE # 3096
Redevelopment Authority (RDA) Properties
Lawn Care Services Contract



Request for Quotation (RFQ) Schedule of Events CC: 98800, 95500, 96000, 96800, 90900	
January 14, 2019	RFQ issued to Vendors
January 29, 2019 by 4:30pm (CT)	Questions from Vendors due (written only)
January 30, 2019 by 4:30pm (CT)	Addendum issued (if required)
February 1, 2019 by 4:30pm (CT)	Statement of Qualifications (SOQ's) OR Bidder's Proof MUST be on file with the City no later than five days before the quote is due. ← ← ← SUBMIT THESE FORMS BY THIS DATE
February 6, 2019 by 2:00pm (CT)	DUE DATE FOR RFQ (by 2:00PM CT)
February 13, 2019	Projected award notification date. Pending RDA approval.
ONE	Submit ONE complete sets of documents
Method and deadline of submittal	<u>E-MAIL TO:</u> sealedbidspurchasing@greenbaywi.gov Note: Subject line must state "RFQ #3096 – RDA Lawn Care Services Contract" ~ OR ~ <u>SEALED ENVELOPE</u> by mail, delivery, or in person. NO FAX! Responses received after the deadline cannot be considered and if mailed, will be returned unopened. The City is not responsible for delays occasioned by internet connectivity, the U.S. Postal Service, the internal mail delivery system of the City, or any other delivery method employed by the Vendor.
Submit Quotes to	City of Green Bay, Purchasing Department 100 N. Jefferson St., Room 101, Green Bay, WI 54301-5026
Purchasing email and fax	General Department E-mail: PurchasingAg@greenbaywi.gov Fax Number: 920-448-3050 Phone Number: 920-448-3047

Although every effort will be made to follow this schedule, the City reserves the right to modify the dates as necessary and to accommodate special circumstances. All RFQ's are due by the time specified. Any RFQ received at the designated location after the required time and date specified for receipt shall be considered late and non responsive. All times listed are in Central Time (CT), unless otherwise noted.

GENERAL CONTRACTUAL INFORMATION AND INSTRUCTIONS TO BIDDERS

The City of Green Bay (City) is requesting your consideration to participate in our Request for Quote (RFQ). This section lists basic information and instructions. All Vendors are expected to read this section thoroughly to ensure full understanding of the conditions. These are considered general terms & conditions. Specific requirements as stated in the specifications will take precedence over these general terms & conditions. Thank you for the time and effort you put forth in responding. We sincerely look forward to hearing from your company.

VENDOR REGISTRATION: To receive free automatic and immediate notification of procurement opportunities for the City of Green Bay and other government agencies, register at NO CHARGE on Demandstar at www.demandstar.com. For technical assistance, call 206-940-0305 or e-mail cdawson@demandstar.com. Demandstar provides automatic supplier registration, procurement notices, and a document distribution system.

DISABLED ACCESS: City Hall is available through either of the two entrances on the Jefferson Street (west) side of the building.

QUESTIONS: Vendors are asked to examine this RFQ upon receipt. If necessary, Vendors should make a written request for interpretation or correction of any ambiguity, inconsistency or error discovered. Vendor questions may be answered at the pre-quote meeting. All questions or clarifications after this date shall only be directed in writing via mail, fax or e-mail to the Purchasing Department, before to the designated deadline for written questions. Questions received after this date may not be responded to. Any contact or attempt to contact any other employee of the City regarding this RFQ may result in the immediate disqualification of the Vendor. Oral and other interpretations or clarifications will be without legal effect. Only questions answered by formal written addenda will be binding.

ADDENDA: Questions will be responded to in the form of written addenda to all Vendors. It shall be the responsibility of each Vendor, prior to submitting their quote, to determine if addenda were issued. Addenda will be issued on Onvia/DemandStar to registered vendors who will be notified electronically. All addenda issued shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Quote Signature Page.

NON-RESTRICTIVE SPECIFICATIONS AND VENDOR ALTERNATES: Specifications are intended to define the level of quality and performance of this purchase and not to restrict competition. Where certain brands or part number are specified, it is for illustration or to establish a standard of quality (unless 'No Substitution' is noted). Vendors may offer one or more alternates with lesser or greater features, however the City reserves the right to make its selection based on the best interest of the City. The City will make the decision based on City personnel if it is an approved equal. Vendors offering alternates shall submit, with their quote, an itemized comparison with this specification, documenting equivalence for quality, performance, etc. ALL SUCH ITEMIZED LISTS SHALL BE PRESENTED IN THE EXACT SAME ORDER AS THE CITY SPECIFICATIONS AND SHALL REFERENCE THE CITY ITEM NUMBER. Failure to identify exceptions or deviations in this manner may be a basis to declare the quote as non-responsive. If in your opinion, any of the specifications, terms and conditions of this RFQ prevents you from offering a quote, consideration will be given to a Vendor's request for change.

QUOTATION EVALUATION PROCEDURE/AWARD: The City will award the bid to the responsive and responsible bidder whose bid/quote is most advantageous to the City. In determining the most advantageous bid/quote, the City will consider criteria such as, but not limited to, cost, quality / workmanship, compatibility, standardization, major and minor exceptions to our specifications, superior design features, warranty, delivery, past experience installation, equality, discount, customer satisfaction, bidder's past performance and/or service reputation, and service capability. The City may opt to establish alternate selection criteria to protect its best interest or meet performance or operational standards.

APPEALS PROCESS: Protest of this award or recommendation of award shall be made in writing and received in the purchasing office within 72 hours after the posting of intent to award and evaluation tabulation. Tabulations for interested parties are posted on the Onvia/Demandstar service.

A written protest must contain a specific legal basis for appeal, precise statements of the relevant facts, an identification of the issue to be resolved and authorities in support of the protest. Appeals not containing the necessary information or not filed on a timely basis shall be rejected. Appeals shall be addressed to the Purchasing Agent.

AWARD NOTICE: After an award is made, a quotation tabulation summary will be available through Onvia/DemandStar. Quotation results **will not be given** over the telephone.

TERMINATION OF CONTRACT: The City may terminate the resulting contract at any time by a notice in writing from the City Purchasing Agent to the Vendor. If the City terminates the contract with the Vendor, the Vendor shall be entitled to receive payment for work completed up to the date of notice.

COMPLETE INFORMATION: Vendors shall submit all specifications or requirements included within the provisions of the Contract prior to the quotation opening. Failure to enclose all necessary attachments by the time the quotations are opened may disqualify the Vendor from being awarded the contract.

SUBSTANCE ABUSE PREVENTION: The owner recognizes and supports alcohol & drug free workplace programs as an important element in the national strategy to reduce the devastating effects of drug and alcohol abuse in our society. The owner urges contractors, subcontractors, suppliers and vendors to establish and enforce drug free workplace policies and programs.

CITY OF GREEN BAY CITIZEN AND LEGAL IMMIGRANT PROTECTION ACT: The City of Green Bay expects that those who wish to contract with the City adhere to all State and Federal laws, including those proscribing employment of unauthorized aliens. In no way does the City intend or condone discriminatory practices or profiling but rather simply adherence to the law. No City contract shall be issued to unauthorized aliens or companies who employ unauthorized aliens. See sec. 6.025, Green Bay Municipal Code, and 8 USC sec. 1324a.

MISCELLANEOUS CONDITIONS

- **RIGHT TO ACCEPT/REJECT:** The City reserves the right to accept or reject any or all quotations or to waive any technicality, and accept any quotation deemed to be in the best interests of the City.
- **UNIT PRICE PRECEDENCE:** The each price supersedes the total price.
- **UNBALANCED QUOTES/BIDS:** The City reserves the right to reject unbalanced quotes/bids. Unbalanced quotes/bids may be rejected as non-responsive, a potentially less time consuming and costly option than completely rebidding the project
- **NON-MATERIAL VARIANCES:** The City reserves the right to waive or permit cure of nonmaterial variances in the offer if, in the judgment of the City, it is in the City's best interest to do so. Nonmaterial variances include minor informalities that do not affect responsiveness, that are merely a matter of form or format, that do not change the relative standing or otherwise prejudice other quoters, that do not change the meaning or scope of the RFQ, or that do not reflect a material change in the services. A nonmaterial variance in a bid/quote does not give one quoter a competitive advantage or benefit not enjoyed by others. A nonmaterial variance may be accepted as responsive, or **at the discretion of the City**, may be rejected as non-responsive. In the event the City waives or permits cure of nonmaterial variances, such waiver or cure will not modify the RFQ requirements or excuse the Contractor from full compliance with the specification or other contract requirements if the Contractor is awarded the contract.
- **RIGHT TO AWARD ALL OR A PORTION:** The City reserves the right to award all or a portion of this request to one or more Vendors on a line item basis. Vendor to indicate any additional discount allowed for award of entire order.
- **FINANCIAL COMMITMENTS:** All financial commitments by the City are subject to the availability of funds approved by the **RDA**.
- **RIGHT TO CANCEL:** The City reserves the right to cancel this agreement and any resulting agreement at any time with 30 days written notice.
- **INCURRING COSTS AND RESERVE RIGHT TO CANCEL:** The City will not be responsible for any expenses incurred by any vendor in the development of a response to this RFQ, including any onsite (or otherwise) interviews and/or presentations, and/or supplemental information provided, submitted, or given to the City and/or its representatives. Further, the City shall reserve the right to cancel the work described herein prior to issuance and acceptance of any contractual agreement/purchase order by the recommended vendor even if the City Council has formally accepted a recommendation.

- **FIRM PRICING:** Offered prices shall remain firm for a **minimum of 90 days** after the due date of this solicitation to allow evaluation and award determination, unless indicated otherwise. Once awarded, prices shall remain firm for the duration of the contract. Prices **MUST** also be free of federal, state, and local taxes unless otherwise imposed by a governmental body, and applicable to the material on the quotation.
- **STATUTORY INFORMATION:** Any purchase agreement resulting from this RFQ shall be construed in accordance with the laws of the State of Wisconsin. Any litigation between the parties arising out of, or in connection with the contract shall be initiated either in the court system of the State of Wisconsin or the United States District Court for the Eastern District of Wisconsin.
- **PUBLIC RECORDS REQUIREMENT:** It shall be understood any quotation and any/all referencing information submitted in response to this RFQ shall become the property of the City and will not be returned. The City will use discretion with regards to disclosure of proprietary information contained in any response, but cannot guarantee information will not be made public. As a governmental entity, the City is subject to making records available for disclosure.
- **NONDISCRIMINATION:** In connection with the performance of work under this agreement, the Contractor agrees not to discriminate against any employee or applicant for employment because of age, race, religion, color, marital status, sexual orientation, sex, disability, national origin or ancestry. This provision must be included in all subcontracts.
- **ASSIGNMENT OR SUBCONTRACT:** Neither party shall assign any right or interest, nor delegate or subcontract any obligation owed without the written consent of the other.
- **INDEPENDENT CONTRACTOR STATUS:** The Contractor agrees it is an independent Contractor with respect to the services provided pursuant to this agreement. Nothing in this agreement shall be considered to create the relationship of employer and employee between the parties.
- **NON-COMPLIANCE:** Submission of a quotation constitutes confirmation your firm is not presently on any lists maintained by the Wisconsin Department of Administration, or any other State or the Federal Government, for non-compliance with any requirements, including equal opportunity and/or affirmative action.
- **PATENT INFRINGEMENT:** The seller shall indemnify and hold harmless the City of Green Bay and all persons acting for or on their behalf from all suits and claims against them, or any of them, arising from or occasioned by the use of any material, equipment or apparatus, or any part thereof, which infringes or is alleged to infringe on any patent rights. In case such material, equipment, or apparatus, or any part thereof, in any such suit is held to constitute infringement, the Seller, within a reasonable time, will at its expense, and as the agencies may elect, replace such material, equipment or apparatus with non-infringing material, equipment, or apparatus, or remove the material, equipment, or apparatus, and refund the sums paid therefore.
- **WORKING HOURS:** The Contractor shall perform his work during the hours from **5:00am to 6:30pm**, Monday through Friday. The Owner shall approve any work performed outside of these hours.
- **TIME OF COMPLETION:** The work to be completed under this Contract shall commence within ten (10) calendar days after receipt of a written "Purchase Order" or "Notice to Proceed" from the Owner.
- **TEMPORARY POWER AND WATER:** Temporary power and water may be obtained from the existing facilities available at the site, provided it does not conflict or interfere with the daily operations of the facility. The City will pay for the cost of energy and water obtained from City Hall. In the event the Contractor's, or Subcontractor's equipment requires more power or water flow than is available through the City's existing facilities, then the Contractor shall be responsible to make the necessary arrangements with the local utilities to satisfy his needs. The cost for additional power and water beyond what is currently available at the site shall be considered incidental and shall be paid for by the Contractor. No additional compensation will be allowed.
- **TEMPORARY SANITARY FACILITIES:** The City will designate toilet facilities, which may be used by the Contractor. No other toilet facilities shall be used. The Contractor shall cooperate with the Owner in maintaining the facilities in a clean and sanitary condition.
- **PARKING FACILITIES:** The Contractor shall arrange with the City of Green Bay for use of limited parking spaces for company vehicles at, or near, the site. The City will provide said parking, without charge.
- **DISPOSAL:** All materials, rubbish and debris are the property of the Contractor and shall be removed from the premises as soon as it accumulates. Removal of rubbish and debris shall be conducted in such a way that a minimum of dust is caused. All material shall be disposed of by the Contractor in consistency with ordinances of the City of Green Bay and Brown County, and with regulations set forth in the State of Wisconsin Administrative Code. All rubbish shall be hauled to an approved landfill. The Contractor shall provide containers of adequate size at the site for the collection of all waste generated by construction operations. The Contractor shall coordinate with the Owner the location of his dumpsters.

- **SCHEDULING AND COORDINATION:** This project will require close cooperation and coordination between the City and Contractor and all Subcontractors. The Contractor shall consider such coordination in his work. The Contractor shall be responsible for scheduling the work with Subcontractors and the City. To minimize interference with the Owner's activities, the Contractor shall access the roof from the outside of the building only.
- **PRODUCT SUBMITTALS:** Prior to construction, the Contractor shall submit product data and literature on all approved materials to be used on this project. This should include, but not be limited to, technical data and manufacturers application instructions, color charts where available, and material safety data sheets.
- **DELIVERY, STORAGE AND HANDLING:** Deliver all materials to site in original, unopened containers bearing the following information: name of product, name of manufacturer, date of preparation, and lot or batch number. Store materials under cover and protect from weather. Replace packages or materials showing any signs of damage with new material at no additional cost to the City.
- **PROTECTION AND RESTORATION OF PROPERTY:** The Contractor shall use every precaution to prevent damage or destruction of property within or outside of the project area. The Contractor shall be responsible for the damage or destruction of property resulting from neglect, misconduct, or omission in his/her manner or method of execution or non-execution of the work. Prior to performing any work, the Contractor and Owner shall inspect any existing areas of concern. In addition, before performing any Contract work, the Contractor shall review with the Engineer his proposed means of protection.
- **SITE RESTORATION:** At the conclusion of the work and before final acceptance and payment, the Contractor shall remove from the site of the work all debris, stored materials, scaffolding, temporary structures, and the like, and leave the site in its original condition. The Contractor shall restore, at his own cost and expense, any damage to existing structures or elements caused by his operation or those of his Subcontractors. The cost of site restoration shall be considered incidental and shall be included in the overall bid price and no extra compensation will be allowed.
- **STORAGE OF MATERIALS:** The Owner shall allocate space to the Contractor for storage of materials and equipment for the duration of the project.
- **MATERIAL SAFETY DATA SHEETS:** All Contractors and Subcontractors who bring hazardous substances (as defined by OSHA) to the construction site shall have on file at the site a copy of the Material Safety Data Sheet (MSDS) for that substance. The Contractor shall maintain a file of all MSDS required for the project at the site. Prior to delivery of hazardous substances to the construction site, each Contractor shall submit two (2) copies of the MSDS to the Engineer. Each Contractor and Subcontractor shall comply with all Federal and State regulations regarding hazardous substances they bring to the construction site.
- **DIGGER'S HOTLINE:** If required for this project, selected vendor is responsible to contact Digger's Hotline to file a locate request & to be properly marked prior to starting any construction/installation work for this project.
- **SAFETY, HEALTH AND SANITATION:** SAFETY, HEALTH AND SANITATION OF SECTION 106. Legal requirements & Public Responsibility of the City of Green Bay Standard Specifications and Construction Standards For Public Works Construction, **2018 Edition**, shall be modified as follows: The Contractor shall comply with all Federal, State, and local laws governing safety, health, and sanitation. The Contractor shall also provide all safeguards, safety devices, and protective equipment and take any other needed actions reasonably necessary to protect the life and health of employees on the job and the safety of the public and to protect property in connection with the performance of the work covered by the Contract.

The Contractor shall designate a qualified and experienced safety representative at the site whose duties and responsibilities shall be the prevention of accidents and the maintaining and supervising of safety precautions.

< This section intentionally left blank >

INSURANCE/INDEMNIFICATION REQUIREMENTS FOR CITY OF GREEN BAY ("INS B")

It is hereby agreed and understood that the insurance required by the City of Green Bay is primary coverage and that any insurance or self insurance maintained by the City of Green Bay, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss. This insurance shall be written for not less than any limit of liability specified herein, or required by law, whichever is greater, notwithstanding that the policy may have lower limits applying elsewhere in the policy. All applicable insurance and endorsements shall be in full force and evidenced prior to commencing work and remain in force until the entire job is completed or the length of time that is specified in the contract.

1. GENERAL LIABILITY COVERAGE

- A. Commercial General Liability
 - (a) \$1,000,000 general aggregate
 - (b) \$1,000,000 products - completed operations aggregate
 - (c) \$1,000,000 personal injury and advertising injury
 - (d) \$1,000,000 each occurrence limit
- B. Claims made form of coverage is not acceptable.
- C. Insurance must include:
 - (a) Premises and Operations Liability
 - (b) Blanket Contractual Liability including coverage for the joint negligence of the City of Green Bay, its officers, council members, agents, employees, authorized volunteers and the named insured
 - (c) Personal Injury
 - (d) Explosion, collapse and underground coverage
 - (e) Products/Completed Operations
 - (f) Independent Contractors

2. BUSINESS AUTOMOBILE COVERAGE

- A. Minimum Limits - \$1,000,000 Combined Single Limit for Bodily Injury and Property Damage each accident
- B. Must cover liability for "Any Auto" - including Owned, Non-Owned and Hired Automobile Liability

3. CONTRACTORS POLLUTION LIABILITY (Occurrence Basis)

- A. Limit of Liability: \$1,000,000
- B. Form must include coverage for natural resources damage
- C. Minimum Must include waiver of subrogation endorsement in favor of the City
- D. Coverage must include transportation (including watercraft) and loading and unloading.

4. WORKERS COMPENSATION AND EMPLOYERS LIABILITY

- A. Must carry coverage for Statutory Workers Compensation and Employers Liability minimum limit of:
 - \$100,000 Each Accident
 - \$500,000 Disease Policy Limit
 - \$100,000 Disease - Each Employee

5. BUILDER'S RISK/INSTALLATION FLOATER

- A. Unless otherwise provided, the City shall purchase and maintain Builder's Risk coverage upon the entire structure on which the work of this contract is to be done equal to 100% of the completed value.

6. ADDITIONAL PROVISIONS

* **Additional Insured** – On the General Liability Coverage, and Contractors Pollution Liability City of Green Bay, and its officers, council members, agents, employees, and authorized volunteers shall be "Additional Insureds."

* **Endorsement** - The Additional Insured and Workers Compensation Subrogation Waiver policy endorsements must accompany the Certificate of Insurance.

* **Indemnification** - VENDOR hereby agrees to indemnify, defend and hold harmless the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, from and against any and all suits, actions, legal or administrative proceedings, claims, demands, damages, liabilities, interest, attorneys' fees, costs and expenses of whatsoever kind or nature in any manner directly or indirectly caused, occasioned, or contributed to in whole or in part or claimed to be caused, occasioned, or contributed to in whole or in part, by reason of any act, omission, fault, or negligence, whether active or passive, of VENDOR or of anyone acting under its direction or control or on its behalf, even if liability is also sought to be imposed on City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives and volunteers. The obligation to indemnify, defend and hold harmless the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, shall be applicable unless liability results from the sole negligence of the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

VENDOR shall reimburse the City of Green Bay, its elected and appointed officials, officers, employees, agent or authorized representatives or volunteers for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing the indemnity herein provided.

In the event that VENDOR employs other persons, firms, corporations or entities (sub-contractor) as part of the work covered by this Agreement, it shall be VENDOR'S responsibility to require and confirm that each sub-contractor enters into an Indemnity Agreement in favor of the City of Green Bay, its elected and appointed officials, officers, employees, agents, representatives and volunteers, which is identical to this Indemnity Agreement.

* **Waiver of Workers Compensation Subrogation** - The workers' compensation policy is to be endorsed with a waiver of subrogation. The insurance company, in its endorsement, agrees to waive all rights of subrogation against the City, its officers, officials, employees and volunteers for losses paid under the terms of the policy that arises from the work performed by the named insured for or on behalf of the City of Green Bay.

* **Certificates of Insurance** - A copy of the Certificate of Insurance must be on file with the Risk Management.

* **Notice** - City of Green Bay requires written notice of cancellation.

* **Acceptability of Insurers** - No insurance required hereunder shall be carried with an insurer not authorized to do business in Wisconsin. The City reserves the right to disapprove any insurance company. A minimum AM Best Rating of A-VII is required.

CITY OF GREEN BAY – RFQ #3096
REQUEST FOR QUOTATION FOR REDEVELOPMENT AUTHORITY (RDA)
LAWN CARE SERVICES CONTRACT
SCOPE OF WORK

The City of Green Bay, Wisconsin (City), on behalf of the Redevelopment Authority (RDA) is seeking quotations from qualified Vendors for all labor, materials and equipment necessary to completely and satisfactorily perform the **Lawn Care Services Contract (mowing, trimming, trash removal, etc.)** at various RDA Properties located within the City limits of Green Bay per attached specifications and property list.

DEFINITIONS

For the purpose of this quote agreement, the following terms shall have the meaning hereinafter stated unless another meaning is clear from the context or usage.

- "City", it shall be understood to refer to, City of Green Bay and/or its authorized representative.
- "Vendor", it shall be understood to refer to, a firm submitting a quotation in response to this Request For Quotation (RFQ).
- "Contractor", it shall be understood to refer to, Vendor awarded the contract.
- "Engineer", it shall be understood to refer to, the Director of Public Works and/or an authorized representative.
- "Provide", it shall mean to furnish and install.

VENDOR'S RESPONSIBILITY: Responsibility refers to the Vendor's potential ability to perform successfully under the terms of the proposed contract. The following are minimums of standards a responsible Vendor should meet:

- 1) For a minimum of THREE (3) years, has in operation a **Lawn Care Service** with personnel and equipment adequate to assure compliance with the requirements stated in this quotation;
- 2) Be able to comply with the requirements of the City's work, taking into consideration all existing business commitments;
- 3) Favorable references from firms with projects of similar scopes and indicate the Vendor has the ability to carry out the services specified:
 - Completed contracts in accordance with the Contract Documents.
 - Diligently pursued execution of the work and completed contracts according to the established time schedule unless extensions were granted by the owner.
 - Fulfilled Guarantee requirements of the Contract Documents.
 - Is not presently on an ineligible list maintained by the Wisconsin Department of Administration for noncompliance with equal employment opportunities and affirmative action requirements or for projects involving federal funds, not presently included on the "List of Parties Excluded From Federal Procurement and Non-Procurement Contracts" identifying federally debarred contractors
- 4) Have a satisfactory record of integrity and business ethics;
- 5) Be otherwise qualified, licensed and eligible to receive the contract award under applicable laws and regulations.

VENDOR'S PERFORMANCE CAPABILITY: Prospective Vendor's performance capability will be evaluated. This may include:

- 1) An evaluation of data on hand;
- 2) An evaluation of the data from other agencies, including references;
- 3) An optional on-site inspection of facilities;
- 4) Any combination of above.

PRICING: The pricing will be firm during the initial term of this project. VENDOR WILL BE PAID FLAT RATES ONLY - NO ADDITIONAL CHARGES PAID unless pre-approved by an authorized City employee, otherwise rates will include all labor and materials. If it is mutually decided to renew beyond the initial period and the Vendor requests a price increase, the Vendor shall provide sufficient written certification and documentation to substantiate the request. Documentation shall include, but not be limited to; actual materials invoices, copies of commercial price lists, provision of appropriate indices, etc. which reflect said increases. The City reserves the right to accept or reject such price increases, to negotiate more favorable terms or to allow the agreement to terminate without additional cost.

PAYMENT: Payment of the seller's invoices is subject to adjustment for any shortage, or for the rejection of any item or items.

VENDOR NAME: _____

**CITY OF GREEN BAY – RFQ #3096
REQUEST FOR QUOTATION FOR REDEVELOPMENT AUTHORITY (RDA)
LAWN CARE SERVICES CONTRACT
VENDOR REQUIREMENTS, SPECIFICATIONS & QUOTATION SUBMITTAL FORMS**

- **FORMAT:** Vendor shall complete every space in the 'Vendors Column' with a (√) to indicate compliance with specification or (Exception) to indicate any deviation from specification. Any items appearing in the manufacturer's specifications furnished by the vendor are assumed to be included in this quotation. Note any exceptions to standard manufacturer's specifications.
- **COMPLETE REQUIREMENTS:** While every effort has been made to ensure the accuracy and completeness of the information in this RFQ, the City recognizes the information is not exhaustive of every detail and all work and materials may not be expressly mentioned in the requirements of this RFQ. Therefore, it is the Vendor's responsibility to include in their quotation all requirements necessary for the full and faithful performance of the requested goods/services in accordance with the objectives of the City. The goods/services offered shall be complete in every respect inclusive of all design, components, and recommendations for auxiliary equipment, and required maintenance or licensing, etc.

**VENDOR'S
COLUMN**

No.	DESCRIPTION	“√” COMPLY OR “EXCEPTION”
1.	QUANTITY/TYPE: The City of Green Bay, on behalf of the Redevelopment Authority (RDA) is seeking quotations for a contract for all labor, materials and equipment necessary to completely and satisfactorily perform the Lawn Care Services Contract (Lawn Cutting, edging/weeding, trimming, trash clean-up etc.) at various RDA Properties located within the City limits of Green Bay per attached specifications and property list.	
2.	TERM OF CONTRACT: The initial term of the contract shall be (pending RDA approval) for mowing season in Calendar year 2019 with the option of four one-year renewals for calendar years 2020, 2021, 2022 and 2023 upon funding availability and mutual agreement by both parties. The mowing season is approximately April 1 st – October 31 st of each year. Upon mutual agreement, the City and Vendor may renew this agreement for FOUR additional one-year time periods. A minimum of thirty (30) days notice must be given to renew the contract for additional increments. The City reserves the right to cancel any resulting agreement at any time (with 30 days notice.) Any resulting purchase agreement, based on this RFQ, shall become the contractual agreement for the required services. Each section contained herein, any addenda and the response from the successful Vendor shall also be incorporated by reference into the resulting agreement. The authorization for the contract to begin will be upon RDA approval of the award, assuming any insurance requirements have been met. Similar services may be added and pricing for these services negotiated during the term of the contract.	
3.	SEALED QUOTATIONS: Quotes may be e-mailed to the secure “Sealed Bids” e-mail address noted above or may be mailed or delivered between the hours of 8am and 4:30pm, Monday – Friday (Central Time) in a sealed envelope with your Company name and clearly marked “ RFQ #3096 – RDA Lawn Care Services Contract ”. Sealed Quotes must be received in the Purchasing Office before 2:00 pm CST <u>on or before the due date noted above</u> . Facsimile submitted bids will not be accepted. Responses received after the deadline cannot be considered and will be returned unopened. The City is not responsible for delays occasioned by internet connectivity, the U.S. Postal Service, the internal mail delivery system of the City, or any other delivery method employed by the Vendor.	

No.	DESCRIPTION	“✓” COMPLY OR “EXCEPTION”
4.	PROPERTIES: Below you will find a list of the properties owned by the City of Green Bay Redevelopment Authority. Your quoted price will include lawn maintenance for the attached properties. <i>Properties will be added and removed – subject to change as they are bought and sold by the Green Bay Redevelopment Authority.</i> <i>It is the vendor’s responsibility (on their own time) to view all of the properties on said list to determine the exact cost per each property.</i>	
5.	ATTACHMENTS: See attached .pdf file labeled: <i>“RFQ #3096 Mowing Maps 12-18-18.pdf”</i>	
6.	Lawn maintenance is defined as follows: • LAWN CUTTING/EDGING: The lawns are to be cut on an as needed basis; they are to be kept neat and trimmed. The minimum service to the properties is to be once a week unless weather keeps them from growing. Fall cutting/mowing to include the mulching the leaves or leaf pick-up via a vacuum and hauled away from the property. Any property with structures such as houses, garages, fences, etc. shall have landscape trimming / weeding performed. The grass & weeds should be trimmed at the height of the lawn (after it is mowed) on an as needed basis; they are to be kept neat and trimmed.	
	• TRIMMING: This is to be performed by the service crews and billed at an hourly rate in 15 minute intervals. For bidding, provide hourly rate. For billing, record time in 15 minute intervals. Any large brush shall be placed on the curb in the terrace area and documentation of the brush shall be emailed to City staff informing of when the brush was found and the amount generated.	
	• TRASH CLEAN-UP: The wind-blown debris shall be collected and properly disposed of by the selected Vendor. Wind-blown debris pricing is reflected under “TRASH CLEAN-UP” on the attached pricing sheets.	
	• YARD WASTE / DEBRIS: Any waste materials larger than wind-blown debris shall be placed on the curb in the terrace area and documentation of the materials shall be emailed to City staff informing of when the materials were found and the amount and type of materials. This is to be performed by the service crews and billed at an hourly rate in 15min intervals. For bidding, provide hourly rate. For billing, record time in 15 minute intervals.	
7.	DAMAGE: The successful vendor will be responsible for any damage caused by their work during the duration of the contract.	
8.	LICENSED CONTRACTORS & PERMITS: All Contractors eligible to quote this contract work must be Licensed under the appropriate WI Code for each trade. Contractor responsible for any required permits for work performed. <i>1/14/19 It was confirmed with our Inspection Department that no permit is required for this project.</i>	

No.	DESCRIPTION	“✓” COMPLY OR “EXCEPTION”
9.	VENDORS INSURANCE / INDEMNIFICATION REQUIREMENTS: The successful vendor will be required to provide proof of required insurance coverage, naming the City of Green Bay as an additional insured, to the City of Green Bay's Risk Management Division prior to the start of work. The vendor complies with the insurance/indemnification requirements previously listed above.	
10.	STATEMENT OF QUALIFICATION: – SOQ's: – A current Statement of Qualifications or Bidders Proof must be on file with the City no later than five days before the date quotations are due – per Wis. Stats. #66.0901. <u>If you have previously submitted one, it is only valid for one (1) year.</u> It is the vendor's responsibility to keep this current with the City of Green Bay Purchasing & Public Works Departments. Contact Purchasing for information at (920) 448-3047. The Statement of Qualifications form is available to download & print off the City of Green Bay's website: www.greenbaywi.gov Click on “Departments” and under Administrative Services, click on “Purchasing/Print Shop”. Scroll to the bottom of the page. Under “Documents” you will see <u>“STATEMENT OF QUALIFICATION (SOQ)-Application (PDF)”</u> . Click on it to download & print.	
11.	RESPONSE TO THIS RFQ is required to be on these attached specification/worksheets. Additional information may be attached.	
12.	LIEN WAIVER: The successful Vendor shall submit Waivers of Lien for all draws. At the completion of the project and prior to final payment, Vendor shall submit final Waivers of Lien for themselves, all subcontractors and material suppliers.	
13.	ABILITY TO FULFILL QUOTE REQUIREMENTS: The City of Green Bay may make an investigation as is necessary to determine the ability of the vendor/contractor to fulfill quote requirements. The Vendor/Contractor shall furnish such information requested and be prepared to demonstrate types of products or services similar to that included in the quote.	
14.	DIGGER'S HOTLINE: If required for this project, selected vendor is responsible to contact Digger's Hotline to file a locate request & to be properly marked prior to starting any construction/installation work for this project.	
15.	WARRANTY: Vendor will warrant their work as merchantable and within industry standards for services of this type. INDICATE WARRANTY ON WORKMANSHIP:	____ YEARS
16.	PAYMENT: Payment will not be made until services completed and accepted by City of Green Bay RDA personnel. Payments are processed monthly.	

No.	DESCRIPTION	“✓” COMPLY OR “EXCEPTION”
17.	DELIVERY & TAX EXEMPT: All quoted items or services delivered shall be tax-exempt, F.O.B. Delivered to the City of Green Bay.	
18.	ESTIMATE OF QUANTITIES: An estimate of the quantity of work to be done under the Contract is stipulated in the Vendor's Quote. The quantities of work shall be considered as approximate and for comparison of quotes only. The City does not guarantee nor imply that the actual quantities involved in the work will correspond exactly therewith and shall not be liable for any misunderstanding as to the exact quantities, location, or conditions pertaining to the work. No adjustment in the contract unit prices will be made due to any variance between quote quantities and the actual measured quantities.	
19.	REFERENCES: Vendors are to include a list of TWO (2) municipalities or customers to be used as references. These references should be current customers utilizing services similar to those requested. The City may make such investigation as is necessary to determine the ability of the Vendor to fulfill service requirements. <u><i>If you are currently working with the City of Green Bay, just list your City contact person's name & phone number below.</i></u> 1. Company Name: Address: Telephone: Contact Person: E-mail address: Product(s) and/or Service(s) Used: <u>How long have you been working with this company?</u> 2. Company Name: Address: Telephone: Contact Person: E-mail address: Product(s) and/or Service(s) Used: <u>How long have you been working with this company?</u> 3. Company Name: Address: Telephone: Contact Person: E-mail address: Product(s) and/or Service(s) Used: <u>How long have you been working with this company?</u>	

City of Green Bay
QUOTATION PRICING & SIGNATURE PAGES – RFQ # 3096

The undersigned, on behalf of the Vendor, certifies: (1) this offer is made without previous understanding, conflict of interest, agreement or connection with any person, firm, or corporation making a quotation on the same project; (2) is in all respects fair and without collusion or fraud; (3) the person whose signature appears below is legally empowered to bind the firm in whose name the quotation is entered; (4) they have read the complete Request for Quotation and understand all provisions and fully understanding the local conditions affecting the cost of the work, hereby proposes to furnish all labor, materials, tools and equipment to perform the work required by the proposed purchase contract documents referred to therein (as altered, amended or modified by addenda); (5) if accepted by the City, this quotation is guaranteed as written and will be implemented as stated; and (6) mistakes in writing of the submitted quotation will be their responsibility.

Your quoted price is to include all labor, materials & equipment necessary to satisfactorily complete the above listed project(s). Payment to vendor will be upon satisfactory completion of work. **By signing this quotation, vendor agrees to all City of Green Bay Specifications, terms & conditions contained herein.** The City reserves the right to award all or a portion of this request to one or more Vendors on a (per project) basis. (The Vendor is responsible to submit this total. All of his/her sub-contractors are responsible for submitting their figures to the Vendor).

CONTRACT TERM: Calendar Year 2019 (Lawn Care Contract is approximately April 1st – October 31st each year)

The City of Green Bay reserves the option to extend this contract upon funding availability and mutual agreement of terms & conditions for up to FOUR additional 1- year contract periods (with mowing season approximately April 1st – October 31st of each year):

1ST Renewal Option: CALENDAR YEAR 2020
2ND Renewal Option: CALENDAR YEAR 2021
3RD Renewal Option: CALENDAR YEAR 2022
4TH Renewal Option: CALENDAR YEAR 2023

INDICATE IF THE PRICES QUOTED WILL REMAIN THE SAME:

FOR THE <u>1ST RENEWAL OPTION</u> (Check Yes or No) (Calendar Year 2020)	_____	_____
	YES	NO
FOR THE <u>2ND RENEWAL OPTION</u> (Check Yes or No) (Calendar Year 2021)	_____	_____
	YES	NO
FOR THE <u>3RD RENEWAL OPTION</u> (Check Yes or No) (Calendar Year 2022)	_____	_____
	YES	NO
FOR THE <u>4TH RENEWAL OPTION</u> (Check Yes or No) (Calendar Year 2023)	_____	_____
	YES	NO

Upon mutual agreement by both parties, the City and Vendor may renew this agreement for additional work to be performed in years listed above.

Indicate to the right the maximum percentage increase/decrease for the additional FOUR one-year renewal options.

Indicate your maximum % increase / decrease for the following one-year renewal options:

_____ %
Increase / Decrease (circle one)

City of Green Bay
QUOTATION PRICING & SIGNATURE PAGES – RFQ # 3096

Indicate the name of the licensed contractor that will be performing the work:

(NAME)

(ADDRESS)

(PHONE NUMBER)

PAYMENT TERMS: Final payment will be made Net 30.

Vendor to indicate early payment discount offered:

→

→

STATE IF COMPANY ACCEPTS PAYMENT BY CREDIT CARD: (check one) YES ____ or NO ____
The City will not pay service charges.

VENDOR'S SIGNATURE & INFORMATION:

Vendor Full Legal Name: _____

Complete Address, City, ST, Zip: _____

Bidders Contact Name & Title (Type or Print): _____

Authorized Signature: _____

Phone # & Fax#: _____

Date: _____

Taxpayer I.D. Number: _____

E-mail address: _____

Interested in doing business with the City? Register at NO CHARGE <http://www.onvia.com/WAPP> to access opportunities at the City.

ADDENDA - It is Vendor's responsibility to check for issuance of any addenda. The undersigned hereby acknowledges receipt of the following addenda:

Addenda Number: _____ Date: _____ Addenda Number: _____ Date: _____

Addenda Number: _____ Date: _____ Addenda Number: _____ Date: _____

Vendor shall complete & submit the following required documents:

1. ☐ Vendor Requirements, Specifications & Quotation Submittal Forms – Pages **8 – 11**
2. ☐ Quotation Pricing & Signature Pages - Pages **12 – 15**
3. ☐ SOQ'S (**THIS MUST BE SUBMITTED SEPARATELY – FIVE DAYS PRIOR TO DUE DATE**).

CITY OF GREEN BAY REDEVELOPMENT AUTHORITY
Mowing List (Updated 12/18/2018)

	ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
	Neighborhood Enhancement Fund		
12th701	701 12th Ave.	\$	\$
15th410	410 15th Ave.	\$	\$
4th414	414 4th St.	\$	\$
4th418	418 4th St.	\$	\$
5th417	417 5th St	\$	\$
5th422	422 5th St.	\$	\$
5th427	427 5th St.	\$	\$
5th505	505 5th St.	\$	\$
6th1634	1634 6th St. (see attached map) (Right-of-way only)	\$	\$
8th415	415 8th St.	\$	\$
9th1253	1253 9th Ave	\$	\$
Ashland300S	300 S. Ashland Ave.	\$	\$
Ashland503S	503 S. Ashland Ave.	\$	\$
Ashland518-520S	518-520 S. Ashland Ave.	\$	\$
Baird110S	110 S Baird St.	\$	\$
Broadway1108S	1108 S. Broadway	\$	\$
Broadway1112-1116S	1112-1116 S. Broadway	\$	\$
Broadway1200S	1200 S. Broadway	\$	\$
Broadway1216S	1216 S. Broadway	\$	\$
Broadway1319S	1319 S. Broadway	\$	\$
Broadway607-613S	607-613 S. Broadway (see attached map)	\$	\$
Broadway927N	927 N. Broadway	\$	\$
Buchanan223S	223 S. Buchanan St.	\$	\$
Chestnut1305S	1305 S. Chestnut Ave.	\$	\$
Chestnut314N	314 N. Chestnut Ave.	\$	\$
Chestnut815S	815 S. Chestnut Ave.	\$	\$
Chestnut833S	833 S. Chestnut Ave.	\$	\$
Chicago1209	1209 Chicago St.	\$	\$
Chicago519	519 Chicago St	\$	\$
Chicago521	521 Chicago St	\$	\$
Clay114N	114 N. Clay St.	\$	\$
Day1164	1164 Day St.	\$	\$
Debra1655	1655 Debra Ln.	\$	\$
Doty1200	1200 Doty St.	\$	\$
Elm1409	1409 Elm St.	\$	\$
Gallagher	Gallagher (see attached map)	\$	\$
Gray236	236 Gray St.	\$	\$
Greenwood900S	900 S Greenwood Ave.	\$	\$

CITY OF GREEN BAY REDEVELOPMENT AUTHORITY

Mowing List (Updated 12/18/2018)

	ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
Harold1915	1915 Harold St.	\$	\$
Harvey1132	1132 Harvey St.	\$	\$
Harvey1142	1142 Harvey St.	\$	\$
Imperial2081-2091	2081-2091 Imperial Ln.	\$	\$
Irvington901	901 Irvington St.	\$	\$
Irwin1004N	1004 N. Irwin Ave.	\$	\$
Irwin1010N	1010 N. Irwin Ave.	\$	\$
Irwin913N	913 N. Irwin Ave.	\$	\$
Kellogg508	508 Kellogg St.	\$	\$
Main901	901 Main St.	\$	\$
Maple1209S	1209 S. Maple Ave.	\$	\$
Maple158N	158 N. Maple Ave.	\$	\$
Mather716	716 Mather St.	\$	\$
Monroe434S	434 S. Monroe Ave.	\$	\$
Monroe436S	436 S. Monroe Ave.	\$	\$
Newhall235	235 Newhall St.	\$	\$
Reber1151	1151 Reber St.	\$	\$
Roosevelt111N	111 N. Roosevelt St.	\$	\$
Roosevelt429S	429 S. Roosevelt St.	\$	\$
Roy619	619 Roy Ave.	\$	\$
School709	709 School Pl.	\$	\$
Shawano1064	1064 Shawano Ave.	\$	\$
Smith1008	1008 Smith St.	\$	\$
Smith1361-1363	1361-1363 Smith St.	\$	\$
Smith909	909 Smith St.	\$	\$
Staurt1130	1130 Stuart St.	\$	\$
StGeorge535	535 St. George St.	\$	\$
Thrush1370	1370 Thrush St.	\$	\$
VanBuren115S	115 S. Van Buren St.	\$	\$
Walnut1001-1003E	1001-1003 E Walnut St.	\$	\$
Walnut1149E	1149 E. Walnut St.	\$	\$
Walnut1159E	1159 E Walnut St.	\$	\$
Walnut1161E	1161 E Walnut St.	\$	\$
Walnut1165-1167E	1165/1167 E Walnut St.	\$	\$
Walnut1173E	1173 E Walnut St.	\$	\$
Walnut1177E	1177 E. Walnut St.	\$	\$
Walnut1300E	1300 E Walnut St.	\$	\$
Walnut1368E	1368 E Walnut St.	\$	\$
Walnut1375E	1375 E Walnut St.	\$	\$
Walnut1376E	1376 E Walnut St.	\$	\$
Walnut711-719W	711,715,719 W. Walnut St.	\$	\$
Webster1031N	1031 N. Webster Ave.	\$	\$
Webster1109N	1109 N. Webster Ave.	\$	\$
Webster320-322S	320-322 S. Webster Ave.	\$	\$
WestPoint3167	3167 West Point Rd.	\$	\$
Winford1038	1038 Winford Ave.	\$	\$

	ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
	TIFF		
Broadway321N	321 N. Broadway	\$	\$
Broadway325N	325 N. Broadway	\$	\$
Broadway420S	420 S. Broadway	\$	\$
	ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
	ED		
Adams109N	109 N. Adams St.	N/A	\$
Broadway929N	929 N. Broadway	\$	\$
Reber910	910 Reber St.	\$	\$
Van Buren1112N	1112 N. Van Buren St.	\$	\$
Van Buren1118N	1118 N. Van Buren St.	\$	\$
Van Buren1124N	1124 N. Van Buren St.	\$	\$
Walnut227E	227 E. Walnut St.	N/A	\$

Indicate your hourly rate for Trimming (large brush) \$ _____ / Hour
(to be billed in 15 minute increments as indicated in specifications above)

< This section intentionally left blank >

City of Green Bay Redevelopment Authority RFQ #3096

Lawn Care Services Contract

Planholders: 10 Vendors CC #988

Issued: 1/14/19 Due: 2/6/19

ADDRESS	VENDOR #1		VENDOR #2	
	BEST ENTERPRISES		LIZER OF WISCONSIN	
	De Pere		Green Bay	
	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
Neighborhood Enhancement Fund		Flat rate per property		\$42 per hour - billed at \$10.50 for 15 min increments
701 12th Ave.	\$ 18.00	\$ 5.00	\$ 25.00	\$
410 15th Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$
414 4th St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
418 4th St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
417 5th St	\$ 15.00	\$ 5.00	\$ 13.00	\$
422 5th St.	\$ 15.00	\$ 5.00	\$ 18.00	\$
427 5th St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
505 5th St.	\$ 15.00	\$ 5.00	\$ 25.00	\$
1634 6th St. (ROW only)	\$ 15.00	\$ 5.00	\$ 13.00	\$
415 8th St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
1253 9th Ave	\$ 15.00	\$ 5.00	\$ 25.00	\$
300 S. Ashland Ave.	\$ 15.00	\$ 5.00	\$ 18.00	\$
503 S. Ashland Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$
518-520 S. Ashland Ave.	\$ 15.00	\$ 5.00	\$ 18.00	\$
110 S Baird St.	\$ 15.00	\$ 5.00	\$ 25.00	\$
1108 S. Broadway	\$ 15.00	\$ 5.00	\$ 18.00	\$
1112-1116 S. Broadway	\$ 30.00	\$ 5.00	\$ 25.00	\$
1200 S. Broadway	\$ 15.00	\$ 5.00	\$ 13.00	\$
1216 S. Broadway	\$ 15.00	\$ 5.00	\$ 13.00	\$
1319 S. Broadway	\$ 15.00	\$ 5.00	\$ 18.00	\$
607-613 S. Broadway	\$ 18.00	\$ 5.00	\$ 13.00	\$
927 N. Broadway	\$ 15.00	\$ 5.00	\$ 13.00	\$
223 S. Buchanan St.	\$ 18.00	\$ 5.00	\$ 18.00	\$
1305 S. Chestnut Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$
314 N. Chestnut Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$
815 S. Chestnut Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$
833 S. Chestnut Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$
1209 Chicago St.	\$ 15.00	\$ 5.00	\$ 18.00	\$
519 Chicago St	\$ 15.00	\$ 5.00	\$ 13.00	\$
521 Chicago St	\$ 15.00	\$ 5.00	\$ 13.00	\$
114 N. Clay St.	\$ 15.00	\$ 5.00	\$ 18.00	\$
1164 Day St.	\$ 15.00	\$ 5.00	\$ 26.00	\$
1655 Debra Ln.	\$ 15.00	\$ 5.00	\$ 36.00	\$
1200 Doty St.	\$ 18.00	\$ 5.00	\$ 25.00	\$
1409 Elm St.	\$ 18.00	\$ 5.00	\$ 18.00	\$
Gallagher	\$ 72.00	\$ 5.00	\$ 72.00	\$
236 Gray St.	\$ 18.00	\$ 5.00	\$ 25.00	\$
900 S Greenwood Ave.	\$ 15.00	\$ 5.00	\$ 18.00	\$

ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)	
1915 Harold St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1132 Harvey St.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
1142 Harvey St.	\$ 15.00	\$ 5.00	\$ 18.00	\$	
2081-2091 Imperial Ln.	\$ 18.00	\$ 5.00	\$ 13.00	\$	
901 Irvington St.	\$ 36.00	\$ 5.00	\$ 36.00	\$	
1004 N. Irwin Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1010 N. Irwin Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
913 N. Irwin Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
508 Kellogg St.	\$ 15.00	\$ 5.00	\$ 25.00	\$	
901 Main St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1209 S. Maple Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
158 N. Maple Ave.	\$ 15.00	\$ 5.00	\$ 25.00	\$	
716 Mather St.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
434 S. Monroe Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
436 S. Monroe Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
235 Newhall St.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
1151 Reber St.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
111 N. Roosevelt St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
429 S. Roosevelt St.	\$ 15.00	\$ 5.00	\$ 18.00	\$	
619 Roy Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
709 School Pl.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1064 Shawano Ave.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
1008 Smith St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1361-1363 Smith St.	\$ 18.00	\$ 5.00	\$ 25.00	\$	
909 Smith St.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
1130 Stuart St. PROPERTY SOLD!!	\$ 45.00	\$ 5.00	--	\$	
535 St. George St.	\$ 15.00	\$ 5.00	\$ 25.00	\$	
1370 Thrush St.	\$ 15.00	\$ 5.00	\$ 18.00	\$	
115 S. Van Buren St.	\$ 18.00	\$ 5.00	\$ 25.00	\$	
1001-1003 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1149 E. Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1159 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1161 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1165/1167 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1173 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1177 E. Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1300 E Walnut St.	\$ 15.00	\$ 5.00	\$ 26.00	\$	
1368 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1375 E Walnut St.	\$ 15.00	\$ 5.00	\$ 25.00	\$	
1376 E Walnut St.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
711,715,719 W. Walnut St.	\$ 35.00	\$ 5.00	\$ 36.00	\$	↓
1031 N. Webster Ave.	\$ 15.00	\$ 5.00	\$ 13.00	\$	
1109 N. Webster Ave.	\$ 18.00	\$ 5.00	\$ 18.00	\$	
320-322 S. Webster Ave.	\$ 15.00	\$ 5.00	\$ 18.00	\$	

ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
3167 West Point Rd.	\$ 35.00	\$ 5.00	\$ 25.00	\$
1031 Winford Ave.	\$ 18.00	\$ 5.00	\$ 25.00	\$
	\$ 1,429.00		\$ 1,518.00	

ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
TIFF		Flat rate per property		\$42 per hour - billed at \$10.50 for 15 min increments
321 N. Broadway	\$ 15.00	\$ 5.00	\$ 13.00	\$
325 N. Broadway	\$ 15.00	\$ 5.00	\$ 13.00	\$
420 S. Broadway	\$ 85.00	\$ 5.00	\$ 126.00	\$
	\$ 115.00		\$ 152.00	

ADDRESS	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)	LAWN CUTTING (includes edging)	TRASH CLEAN-UP (wind blown garbage)
ED		Flat rate per property		\$42 per hour - billed at \$10.50 for 15 min increments
109 N. Adams St.	N/A	\$ 5.00	N/A	\$
929 N. Broadway	\$ 15.00	\$ 5.00	\$ 26.00	\$
910 Reber St.	\$ 15.00	\$ 5.00	\$ 15.00	\$
1112 N. Van Buren St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
1118 N. Van Buren St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
1124 N. Van Buren St.	\$ 15.00	\$ 5.00	\$ 13.00	\$
227 E. Walnut St.	N/A	\$ 5.00	N/A	\$
	\$ 75.00		\$ 80.00	

Total Amount for Mowing Each Time :	\$ 1,619.00	\$ 1,750.00
--	--------------------	--------------------

Hourly rate for Trimming (large brush) (to be billed in 15 minute increments)	\$ 42.00/hr	\$50.00/hr
Hourly rate for Yard Waste/Debris (to be billed in 15 minute increments)	\$ 42.00/hr	\$ 42.00/hr

Will quoted prices remain the same:

1st Renewal Option - Year 2020	No	Yes
2nd Renewal Option - Year 2021	No	Yes
3rd Renewal Option - Year 2022	No	No
4th Renewal Option - Year 2023	No	Yes (same as 2022)

Max increase for the one-year renewals: 2% 1%

Company accepts credit card payments: No No



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Krista Cisneroz, Staff

AGENDA ITEM # D.8.

Consideration with possible action on the award of 2018 CDBG funding for RFP #3122 playground equipment at East River Van Beaver Park and Fort Howard Park.

BACKGROUND

As part of the 2018 Annual Action Plan for the use of CDBG funding, the Parks Department was awarded funding to purchase playground equipment for neighborhood parks at East River Van Beaver and Fort Howard. An RFP was issued and the evaluation of the proposals received has been completed.

The award recommendation of the highest scoring proposal for the following playground equipment projects will be as follows:

1. East River Van Beaver Park - Award to Northland Recreation (Option #2) for \$55,000.00.
2. Fort Howard Park - Award to Northland Recreation (Option #2) for \$55,000.00.

RECOMMENDATION

Award the 2018 CDBG funding for playground equipment at East River Van Beaver Park to Northland Recreation in the amount of \$55,000.00 and Fort Howard Park to Northland Recreation in the amount of \$55,000.00.

FISCAL IMPACT

ATTACHMENTS

1. RFP #3122 Intent to Award Notice
2. ER Van Beaver Park
3. Fort Howard Park



February 8, 2019

RE: RFP No. 3122
Playground Equipment for 2 Parks– East River
Van Beaver Park and Fort Howard Park

The evaluations of the proposals received have been completed. The award recommendation of the highest scoring proposal for the following playground equipment projects will be as follows:

- 1) East River Van Beaver Park – Award to Northland Recreation (Option #2) for \$55,000.
- 2) Fort Howard Park – Award to Northland Recreation (Option #2) for \$55,000.

A copy of the proposal scoring summary is attached. This recommendation will be brought for approval before the Redevelopment Authority on February 12, 2019 and the Park Committee on February 13, 2019.

These meetings are open to the public and attendance is not required. As the location and time may change, please confirm the date, time and room if you plan to attend.

Thank you for your time and effort on your proposal you submitted and also for your continued interest in doing business with the City of Green Bay. If you have any questions, or require additional information, please feel free to contact me at 920-448-3049.

Sincerely,

Jackie Krawze, CPPB
Buyer

Attachment

cc: Kaurie M. – Parks, Recreation & Forestry Department
Dan D. – Parks, Recreation & Forestry Department
Rick J. – Purchasing Department

#3122 RFP Scoring & Price Summary

2 PLAYGROUNDS (East River Van Beaver & Fort Howard Parks)

RFP #3122

ISSUED: 12/13/18 DUE: 1/30/2019

CC: 65000

Scoring Criteria & Points

Evaluation Team Total Possible Points	East River Van Beaver Park MINIMUM SPECIFICATIONS Proposals not to exceed \$55,000	Highest Score	----->	----->	Lowest Score
		Northland Recreation Option #2	Lee Recreation	Northland Recreation Option #1	MN/WI Playground
15	Number of Components	15	13	14	13
25	Originality	23	21	20	16
55	Play Value	50	48	45	44
5	Warranty	3	5	3	2
100	Vendor Scores (Total possible points = 100)	91	87	82	75

Award East River Van Beaver Park to Northland Recreation for a total cost of \$55,000

Evaluation Team Total Possible Points	Fort Howard Park MINIMUM SPECIFICATIONS Proposals not to exceed \$55,000	Highest Score	----->	----->	Lowest Score
		Northland Recreation Option #2	Lee Recreation	Northland Recreation Option #1	MN/WI Playground
15	Number of Components	14	15	12	10
25	Originality	21	19	21	17
55	Play Value	52	47	48	41
5	Warranty	3	5	3	2
100	Vendor Scores (Total possible points = 100)	90	86	84	70

Award Fort Howard Park to Northland Recreation for a total cost of \$55,000

NOTES:

This was a proposal process with a budget amount not to exceed \$55,000 for East River Van Beaver Park and \$55,000 for Fort Howard Park.

The evaluation team consisted of the Park, Recreation and Forestry Department Staff (3 members).

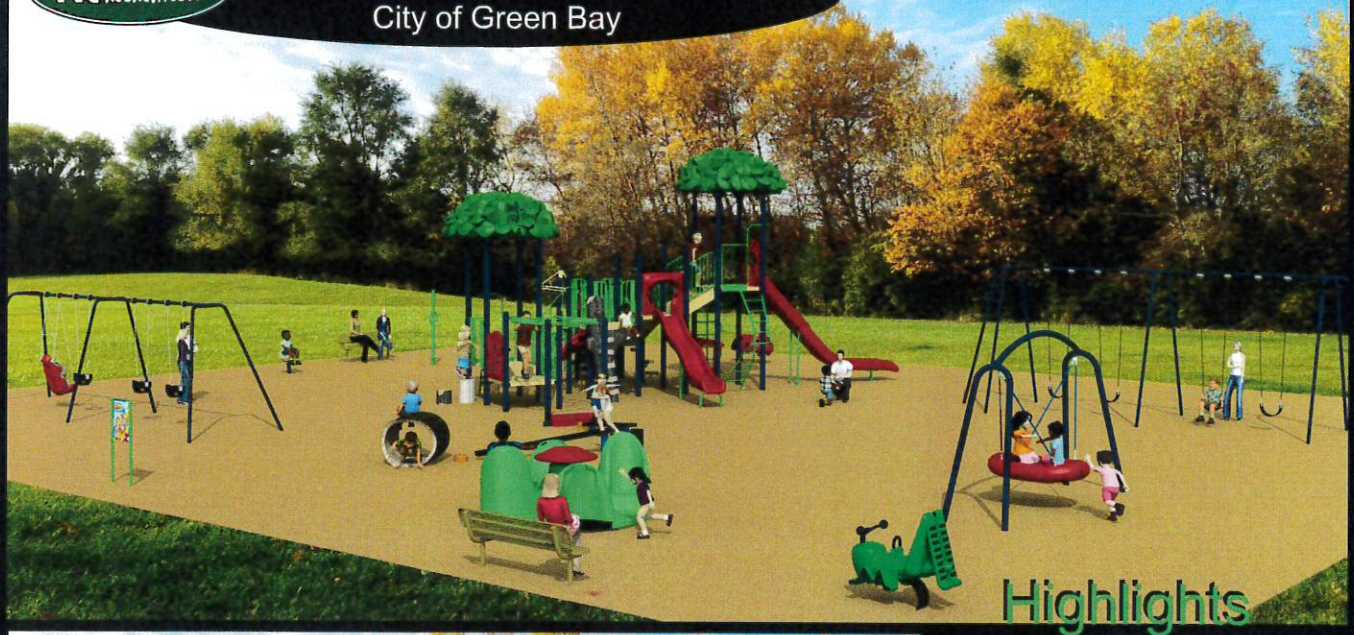
This proposal process started in December 2018. Proposals were due on 1/30/19. 2/4/19 the evaluation team met to view & score all proposals, designs and playground photo/poster presentation boards.

Award Recommendations:

Award to the highest scoring vendor that provided the best design solution for per each park project.

Van Beaver Park - Option # 2

City of Green Bay



Raft Swing

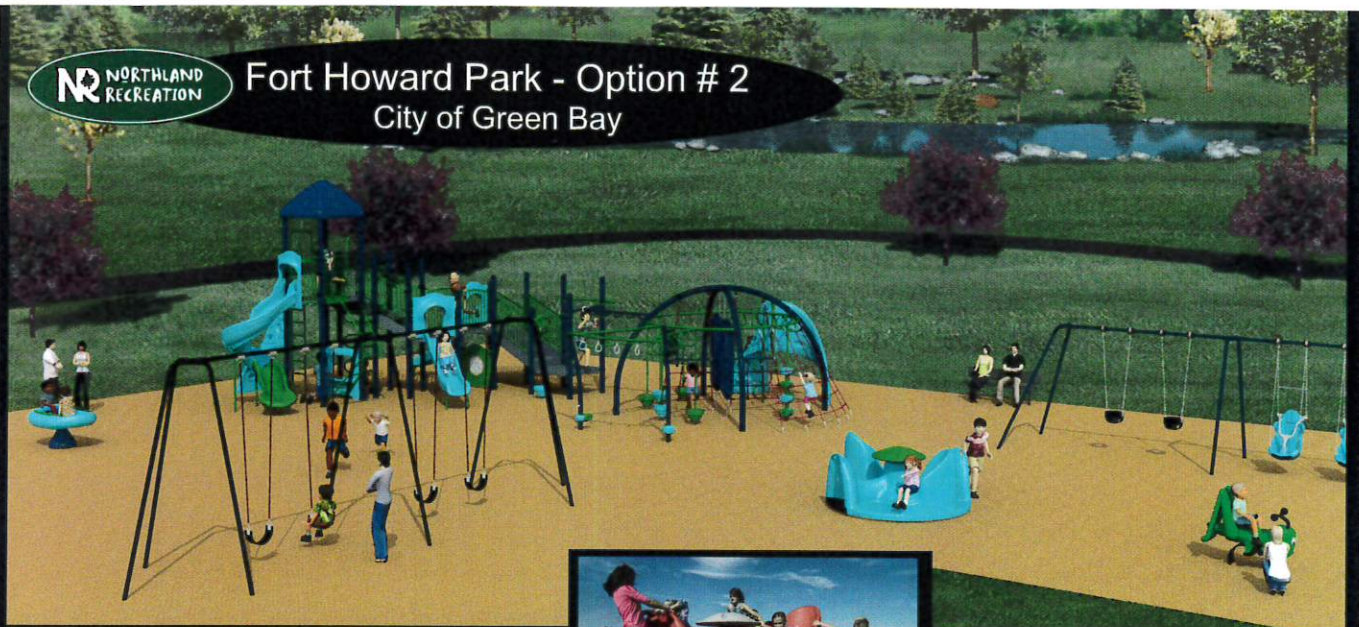


Scarlet
Lady Bug
Spring
Rider



Revolution Spinner

[illegible]



Revolution Spinner



General Notes:

Age Group

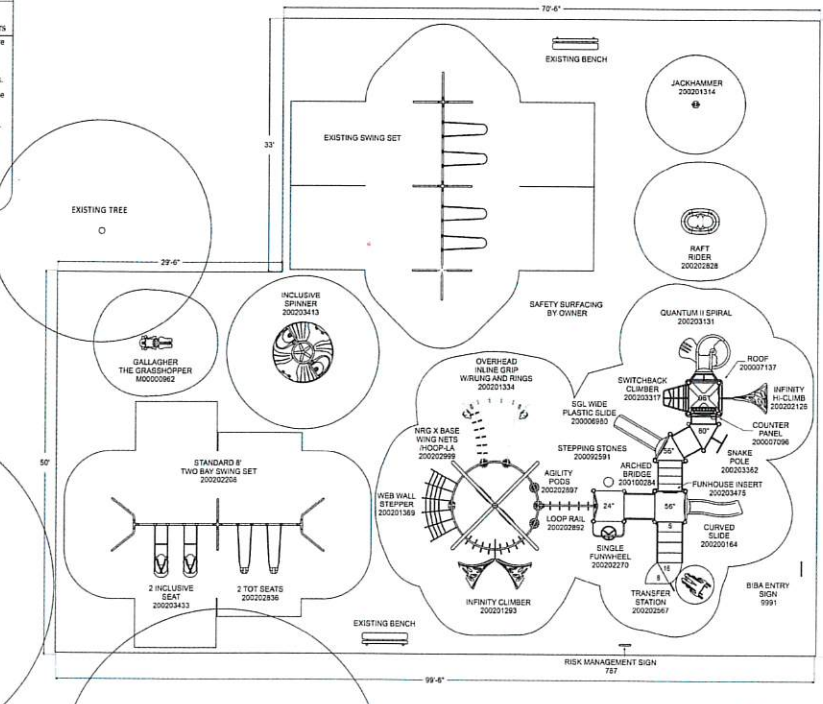
☐ 2-5yrs ☒ 6-12 yrs ☐ 13-17yrs

1. The Americans with Disabilities Act (ADA) may require that you make your park and/or playground accessible when viewed in its entirety. Please consult your legal counsel to determine if the ADA applies to you.
2. For playground equipment to be considered accessible, accessible surfacing must be utilized in applicable areas.
3. Although a particular playground design may not meet the proposed Access Board Regulations in regards to the appropriate number of ground level events, the actual playground may be in compliance when considering existing play components.
4. All deck heights are measured from top of ground cover.
5. Fall absorbing ground cover is required under and around all play equipment.
6. The minimum recommended fall zone around the entire playground is shown. This zone is to be free of all tripping or collision hazards (i.e. roots, rocks, border materials, etc.).
7. All post lengths are identified by text showing the post lengths, i.e. 58 represents a 58 inch post.
8. Not all equipment may be appropriate for all children. Supervision is required.



Inclusive
Swing Seat

EXISTING TREE



Jackhammer

Project: Fort Howard Playground
Option #2

LTCPS rep:
Ericka Steltz
Northland Recreation
(262) 313-8636

Ground Space: 91'-0" x 75'-0"
Protective Area: 98'-6" x 81'-6"

Drawn by: Ericka Steltz
Date: 1/9/2019
DWG Name: R0324_43462506438

LTCPS - Farmington
878 East Highway 60
Monett, Missouri 65708
Voice: 1-800-325-8828
Fax: 417-354-2273

Playground Layout Compliance:

- ☒ ASTM F1487 - Playground Equipment for Public Use.
- ☒ CPSC Handbook for Public Playground Safety



The play components identified in this plan are PEMA certified. The use and layout of these components conform to the requirements of ASTM F1487.

LEED points for
this structure
1



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # D.9.

Consideration with possible action on the Request for Proposals (RFP) for the purchase and redevelopment of the Adams Street Lot, located on the 200 block of North Adams Street (Tax Parcels 12-64, 12-65, 12-66, 12-67, 12-68, 12-71, 12-107, 12-108, 12-109, 12-110, 12-111, 12-112).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

In October, the RDA discussed the Report of the Real Estate Subcommittee regarding the purchase and redevelopment of the Adams Street Lot. The RDA directed staff to explore options for acquisition of adjacent real estate, including the Baylake Bank Building. Staff would like to update the RDA on its findings and seek direction for moving forward.

RECOMMENDATION

To be discussed at meeting.

FISCAL IMPACT

None.

ATTACHMENTS

None



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Kevin J. Vonck, CED Director

AGENDA ITEM # D.10.

Consideration with possible action to purchase real property at 227 N. Quincy St., 221 N. Quincy St., 624-626 Pine St., 618 Pine St., 616 Pine St., and 605 Cherry St. (Tax Parcels 11-156, 11-157, 11-158, 11-159, 11-160, and 11-191).

The Authority may convene in closed session pursuant to Sections 19.85(1)(e), Wis. Stats., for purposes of deliberating or negotiating the sale of public properties, investing of public funds or conducting other specified public business as necessary for competitive or bargaining reasons. The Authority may thereafter reconvene in open session pursuant to Section 19.85(2), Wis. Stats., to report the results of the closed session and consider the balance of the agenda.

BACKGROUND

To be discussed at meeting.

RECOMMENDATION

Authorize staff to conduct all actions necessary to purchase real property at 227 N. Quincy St., 221 N. Quincy St., 624-626 Pine St., 618 Pine St., 616 Pine St., and 605 Cherry St. (Tax Parcels 11-156, 11-157, 11-158, 11-159, 11-160, and 11-191).

FISCAL IMPACT

To be discussed at meeting.

ATTACHMENTS

None



Report to the
Redevelopment Authority
of the City of Green Bay

MEETING DATE

February 26, 2019

PREPARED BY

Krista Cisneroz, Staff

AGENDA ITEM # E.I.

Financial report and check register.

BACKGROUND

Informational.

RECOMMENDATION

Receive and place on file.

FISCAL IMPACT

ATTACHMENTS

1. Check Register
2. RDA Financial Report 2019

City of Green Bay RDA

Check Register

31-Jan

CHECK NUMBER	CHECK DATE	VENDOR NAME	AMOUNT
20961	01/14/2019	BROWN COUNTY TREASURER	3,000.00
20962	01/14/2019	CITY OF GREEN BAY	17.49
20963	01/14/2019	BROWN COUNTY REGISTER OF DEEDS	90.00
20964	01/14/2019	WISCONSIN PUBLIC SERVICE CORPORATION	169.69
20965	01/14/2019	NEIGHBORHOOD HOUSING SERVICES OF GB, INC	1,500.00
20966	01/14/2019	SHEFCHIK INC.	14,156.00
20967	01/14/2019	TRANS UNION, LLC	25.00
20968	01/14/2019	THE REMODEL SHOP	2,025.00
20969	01/29/2019	METROPOLITAN MILWAUKEE FAIR HOUSING COUNCIL, INC.	3,750.00
20970	01/29/2019	BROWN COUNTY TREASURER	4,151.50
20971	01/29/2019	CITY OF GREEN BAY	33,415.89
20972	01/29/2019	NEIGHBORHOOD HOUSING SERVICES OF GB, INC	1,000.00
20973	01/29/2019	THE REMODEL SHOP	3,378.00
20974	01/29/2019	LAURA SCHLEY	800.00
			67,478.57

Redevelopment Authority
Financial Report
CDBG
1/31/2019

	2019 Budget	2018 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Park Improvements	-	200,300.00	-	-	-	200,300.00
Public Works Improvements	-	207,281.41	-	-	-	207,281.41
Community Service Interns	-	10,010.37	-	3,483.94	-	6,526.43
Public Service	-	58,882.54	-	10,500.00	-	48,382.54
Fair Housing	-	23,750.00	-	3,750.00	-	20,000.00
CDBG Eligible Areas	-	256,170.85	-	4,151.50	34,437.65	217,581.70
CDBG Eligible Areas-Beautificatio/Art	-	50,000.00	-	-	-	50,000.00
CDBG Eligible Areas-Lead Lines	-	25,000.00	-	-	-	25,000.00
Economic Development	-	88,084.39	-	-	-	88,084.39
ED Blight Elimination-Walnut Street	-	89,904.86	-	-	-	89,904.86
ED Façade & Demo Loans	-	50,000.00	-	-	-	50,000.00
Administration	-	191,854.55	-	14,896.15	-	176,958.40
	\$ -	\$ 1,251,238.97	\$ -	\$ 36,781.59	\$ 34,437.65	\$ 1,180,019.73

Redevelopment Authority
Financial Report
CDBG
1/31/2019

-

Redevelopment Authority
Financial Report
HOME
1/31/2019

	2019 Budget	2018 Carry Over	Program Income	Expenses	Obligated	Remaining Balance
Single Family Rehab Loan Program	-	372,940.55	-	22,059.00	143,354.62	207,526.93
Housing Development Projects	-	475,599.96	-	-	329,607.96	145,992.00
CHDO Projects	-	4,615.63	-	-	4,615.63	-
Downpayment Closing Cost Assistance	-	100,000.00	-	-	-	100,000.00
Administration	-	58,917.82	-	6,342.26	-	52,575.56
	\$ -	\$ 1,012,073.96	\$ -	\$ 28,401.26	\$ 477,578.21	\$ 506,094.49