



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, FEBRUARY 10, 2021, 6:00 PM

Immediately following Park Committee which begins at 5 P.M.

PUBLIC HEARING 6:00 PM

Virtual Meeting. Public may join via Zoom.

A. Zoom Meeting Information.

- I. This item contains documents which provide call in information and instructions for the Zoom meeting.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

- I. Consideration with possible action to have a traffic barrier installed on Bellevue Street running north from Lilac Lane (referred to staff at the December 9, 2020 Improvement and Services Committee meeting). (Ald. Galvin)
2. Consideration with possible action on list of streets proposed for resurfacing and reconstruction in 2021 Capital Improvement Program and utilization of Vehicle Registration Fee proceeds. (Ald. Wery)
3. Consideration with possible action on request by Georgia-Pacific to lease property at 1100 West Mason Street to the City of Green Bay on a month-to-month basis to be used by the Department of Public Works for operations at the West Side Garage.

4. Consideration with possible action on request by Whitney Townhomes, LLC to enter into an agreement for Department of Public Works collection of sanitation tipper carts on their private road located in the block bounded by Webster Avenue, Pine Street, Van Buren Street, and Cherry Street.
5. Consideration with possible action on request by Department of Public Works to award a contract for bridge inspection services for 2021-2022 to Ayres Associates in the amount of \$42,652.
6. Discussion on proposed revisions to Section 8.11, Green Bay Municipal Code, Noxious Weeds and Maintenance of Vegetation.
7. Consideration with possible action on the report of the Purchasing Manager for approval of award to Bobcat Plus for a Utility Terrain Vehicle with tracks for the sum of \$28,622. Bobcat Plus was the only vendor to meet the specifications of RFB 2021-04.
8. Consideration with possible action on the review and award of the contract GREEN BAY WATER UTILITY ADDITION / RENOVATION.
9. Report of actions taken by Department of Public Works

A. Granting of Licenses

1. Sidewalk Builder

- a. Absolute Concrete LLC
- b. Larry Van Rite Trucking & Excavating

2. Tree & Brush Trimmer

- a. AI Tree Service, Inc.
- b. Consciously Fresh Tree Service LLC
- c. Economy Tree Service LLC

F. Informational.

1. Director's Report on recent activities of the Public Works Department.
2. The next Improvement and Services Committee meeting is scheduled for February 24, 2021.

G. Public Hearings.

I. Public Hearing 6:00 p.m.

ASPHALT RESURFACING

GUNS ROAD – Main Street to south City limits

HARVEST ROAD – Finger Road to Crest Lane

IRENE STREET – Crooks Street to Main Street

CONCRETE PAVEMENT

GRAY STREET – Dousman Street to Mather Street

H. 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 Improvement and Services Committee 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.

Virtual Meeting Instructions



Improvement & Services Committee

Zoom Meeting Information

Join Zoom Meeting

<https://us02web.zoom.us/j/82206544400?pwd=NDd1bmszNUhBWW9XRUVU5ck1zMjZ2QT09>

Meeting ID: 822 0654 4400

Passcode: 635662

One tap mobile

+13126266799,,82206544400#,,,,*635662# US (Chicago)

+19292056099,,82206544400#,,,,*635662# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington D.C)

+1 346 248 7799 US (Houston)

+1 669 900 6833 US (San Jose)

+1 253 215 8782 US (Tacoma)

Meeting ID: 822 0654 4400

Passcode: 635662

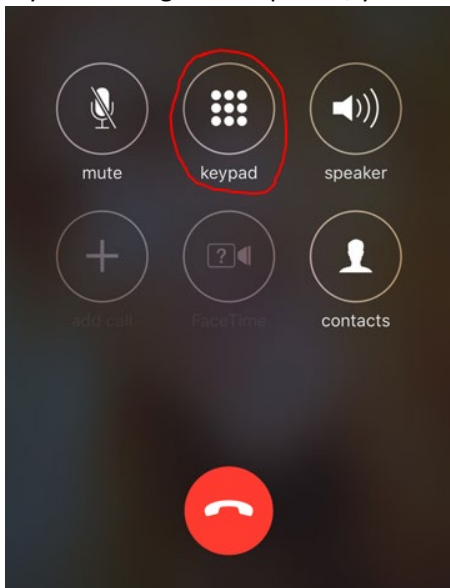
Find your local number: <https://us02web.zoom.us/j/kc7RtLdfPZ>

Additional Information

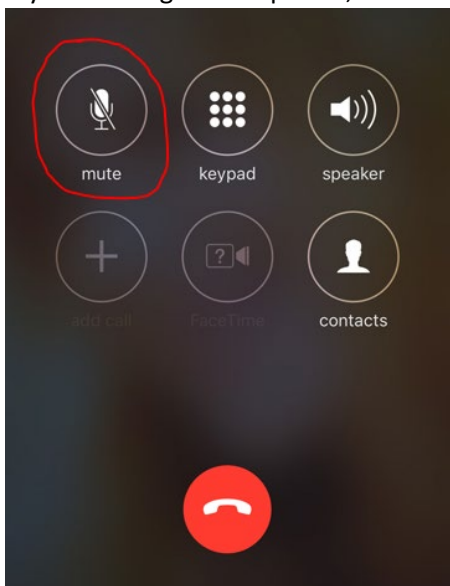
1. Wisconsin Open Meetings Law still applies
 - a. Persons interested in speaking to an item must give their name and address
 - b. Committee/Commission/Board members will still follow *Roberts Rules of Order*
2. All zoom meetings will have a password in the instructions. Please enter when prompted.
3. Please log into the Zoom meeting 10 minutes before the meeting starts to ensure proper technology is working.
 - a. If you are a Board Member, please log into [CivicClerk](#) with a computer, laptop, or tablet device.
4. Once you are in the meeting please mute yourselves.
 - a. You may unmute yourself when you are called upon to speak.
5. Waiting room
 - a. When you call in, all callers/participants will be placed in a “waiting room.”
 - b. Persons on the agenda will be admitted to the meeting, and then once the item is concluded, the host will permanently mute you from the meeting (you can still hear the meeting).
6. Using Zoom with a tablet or computer
 - a. Tablet—you will be asked to sign in. Download the app either with the Apple Store or the Play Store
 - b. Computer—you will be asked to sign in. You may download the app or click on the link to open Zoom in your browser.
7. Registering
 - a. The host may ask you to register for the meeting. A registration link will be sent to you along with the invite. You’ll receive another email confirming that you’re registered for the meeting.
 - b. If you’re using a phone, your registration will still be tied to an email.
8. Raising your hand
 - a. Committee members—you can either use CivicClerk and request to speak or you can “raise your hand” in the zoom meeting (you’d need to use a computer or tablet) to let the host know you’d like to speak. You can also un-mute yourselves and start speaking.
 - b. Persons on the agenda—you can “raise your hand” but you’d need to use a computer. You will be allowed to speak, per Wisconsin Open Meetings Rules, once the committee has “opened the floor for interested parties to speak.” Once the committee is finished with your agenda item, the host will mute you permanently, unless the committee opens the floor again.
9. What devices should I use?
 - a. Smart phone (please see more detailed instructions on page 3)
 - b. Land line
 - c. Tablet—well in advance of the meeting, please download the Zoom Meeting app before you join a meeting by using either the Apple Store or the Play Store. You will be asked to input your name, thus identifying you for the meeting. You’ll also be asked to verify your email.
 - d. Computer—well in advance of the meeting, please download the Zoom Meeting app, but you can also click on a link to open the Zoom Meeting in your browser. You will be asked to input your name, thus identifying you for the meeting.
 - e. For tablet and computer users—if you download the app you will be asked to verify your email.
10. Zoom etiquette
 - a. Muting yourselves when you’re not talking will prevent your background noise from interfering with others’ ability to listen to and participate in the meeting.
 - b. If you’re using a telephone, please identify yourself with your phone number and name before you speak. Zoom meeting hosts can see only your telephone number and will ask you to identify yourselves.
11. Closed session
 - a. Persons in the Zoom meeting will be put into a waiting room while the committee meets in Closed Session. Participants will be admitted back into the Zoom meeting once the committee reconvenes in Open Session.
 - b. Persons watching live on YouTube will see a gray screen with the City logo during closed session.
12. Persons interested in attending anonymously or listening to the meeting may call in by dialing *67 followed by the phone number above.

Calling into the Zoom meeting using a smartphone

1. Dial the phone number listed at the beginning of this document.
2. When prompted, enter the Meeting ID number followed by #
 - a. If you're using a smartphone, you can access the keypad by clicking "Keypad" on your screen



3. Once you are in the meeting, notify the meeting host that you are in and state your name.
4. If you do not need to talk, please make sure your phone is on **Mute**
 - a. If you're using a smartphone, look at your screen and click the Mute button



- b. If you're using a computer, you should see a Mute button in the Zoom application





Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action to have a traffic barrier installed on Bellevue Street running north from Lilac Lane (referred to staff at the December 9, 2020 Improvement and Services Committee meeting). (Ald. Galvin)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Ald. Galvin_ Late Communications
2. M Bellevue-Lilac Traffic Barrier.FINAL.djah

From: [Jaime Fuge](#)
To: [Steven Grenier](#)
Cc: [Jamie Destiche](#); [Elizabeth Nadolski-Spears](#)
Subject: FW: Late Communications
Date: Wednesday, November 11, 2020 4:21:21 PM

Hi,

Please see below the communications for I&S from yesterday's meeting.

Thank you,
Jaime

From: District Four
Sent: Wednesday, November 11, 2020 4:16 PM
To: Jaime Fuge <Jaime.Fuge@greenbaywi.gov>
Subject: Re: Late Communications

Yes I do Jamie and I apologize for not sending them earlier.

1. For the Bike, Ped, Traffic committee, I would like a marked crossing at the intersection of E Mason At and Goodell St for crossing Mason At
2. For I&S, I would like to have a traffic barrier installed on Bellevue St. running north from Lilac St.

On November 11, 2020, at 1:25 PM, Jaime Fuge <Jaime.Fuge@greenbaywi.gov> wrote:

Hi,

Do you have the late communications from 11/10 to distribute to the appropriate committees?

Thank you,
Jaime

MEMORANDUM



Department of Public Works | Traffic Division

To: Improvement and Services (I&S) Committee
Public Works Director Steven Grenier, P.E.

From: Traffic Engineer David J.A. Hansen, P.E., PTOE

Re: **Traffic Barrier Request**
Bellevue Street north of Lilac Lane

Date: Thursday, January 28, 2021

This memorandum serves as a response to the motion on Wednesday, December 9, 2020 by the I&S Committee to refer to staff for a study to have a traffic barrier installed on Bellevue Street running north from Lilac Lane. (Ald. Galvin – District 4).

This memo will be presented at Wednesday, February 10, 2021 I&S meeting.

Existing Site Conditions

The segment of Bellevue St near Lilac Ln is located on the east side of the City of Green Bay, in Aldermanic District 4 (Ald. Galvin). See Figure 1 for General Location, Figures 2a-2d for Aerial Views and Figure 3 for an Intersection View.

Figure 1 – General Location

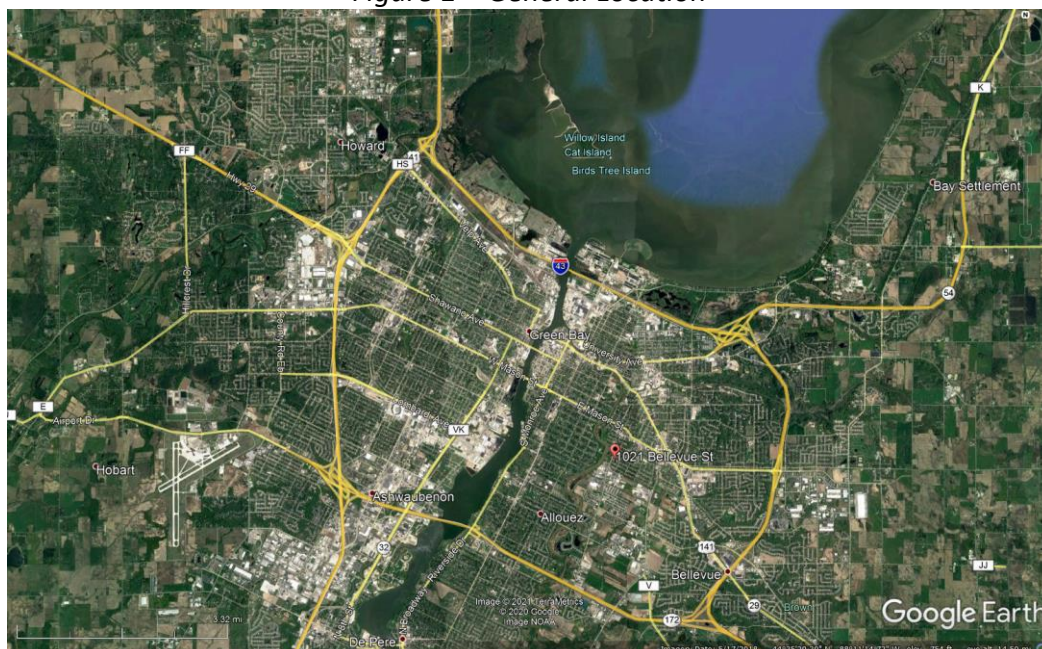


Figure 2a – Aerial View Looking North

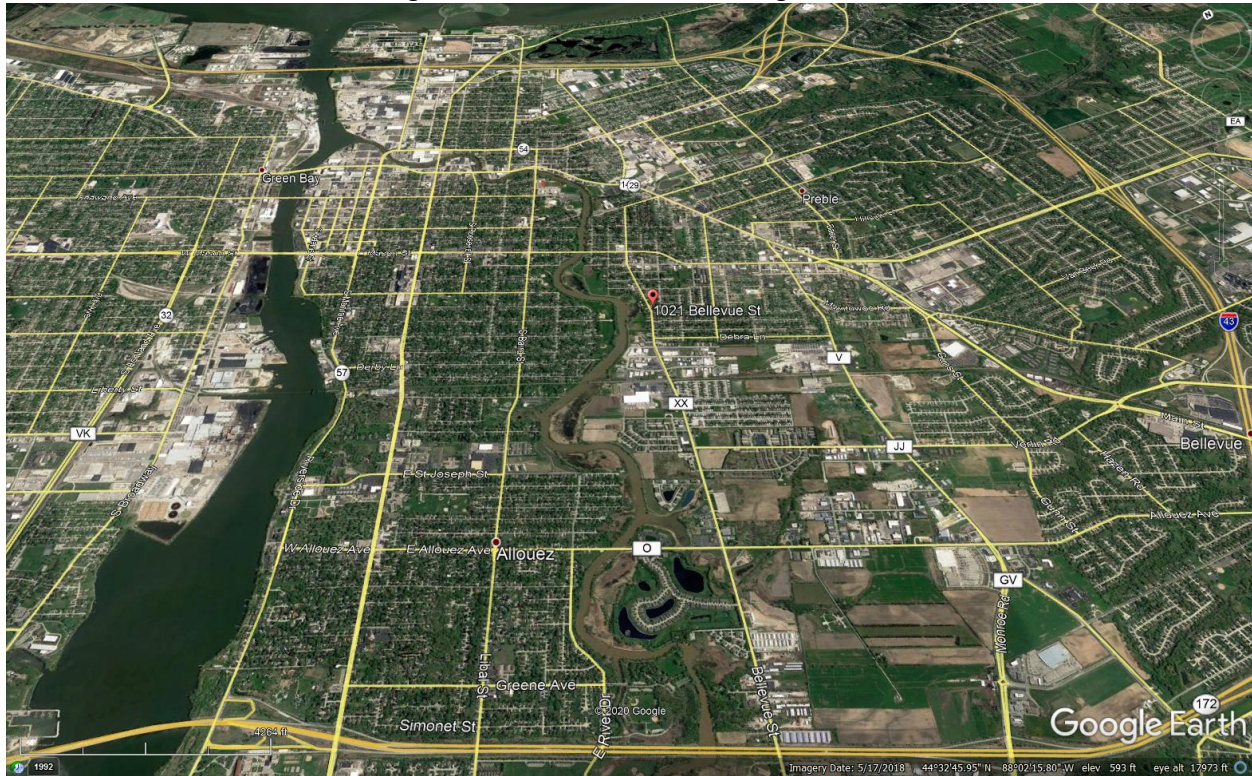


Figure 2b – Aerial View Looking South

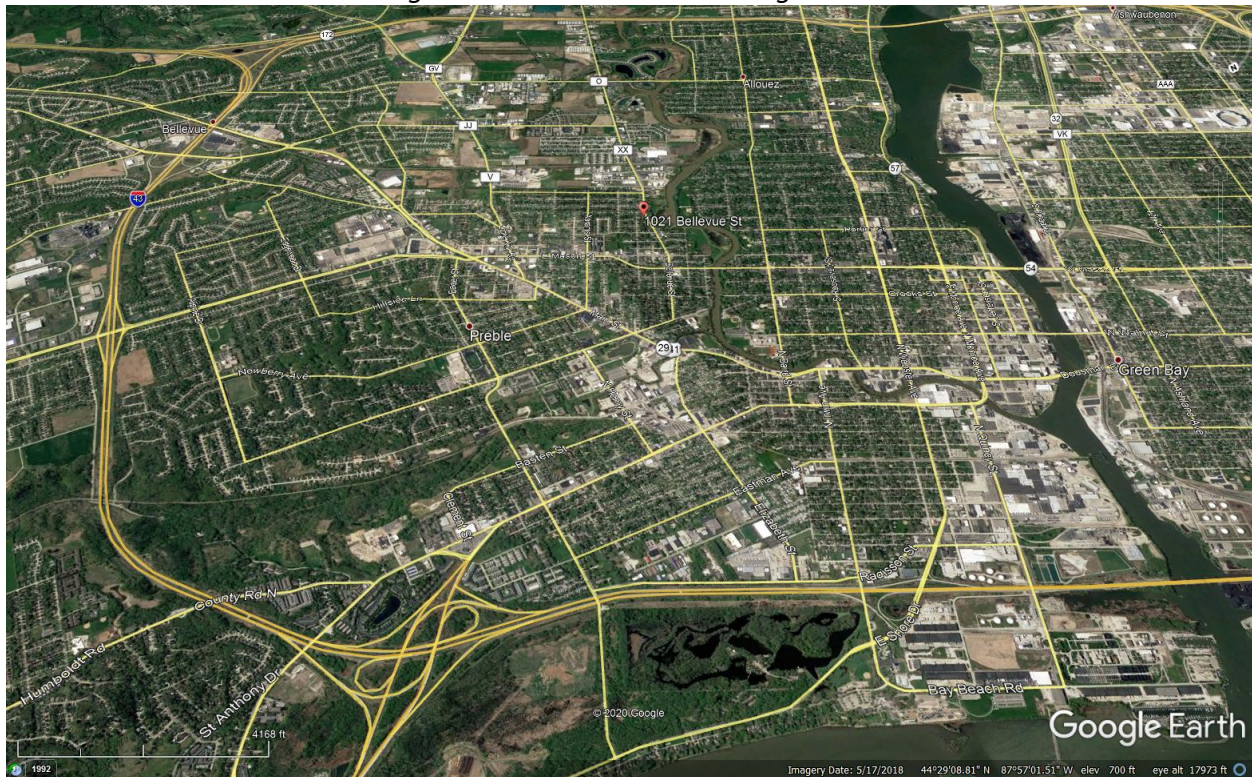


Figure 2c – Aerial View Looking East

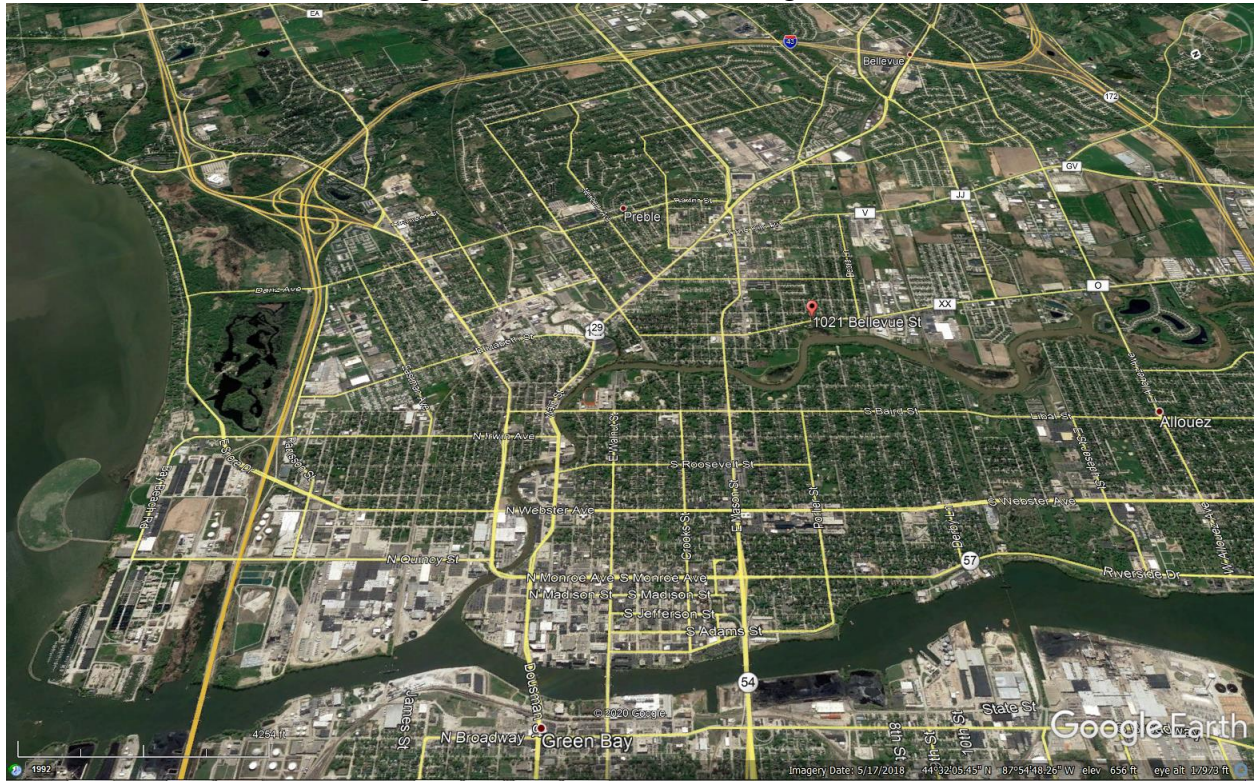


Figure 2d – Aerial View Looking West

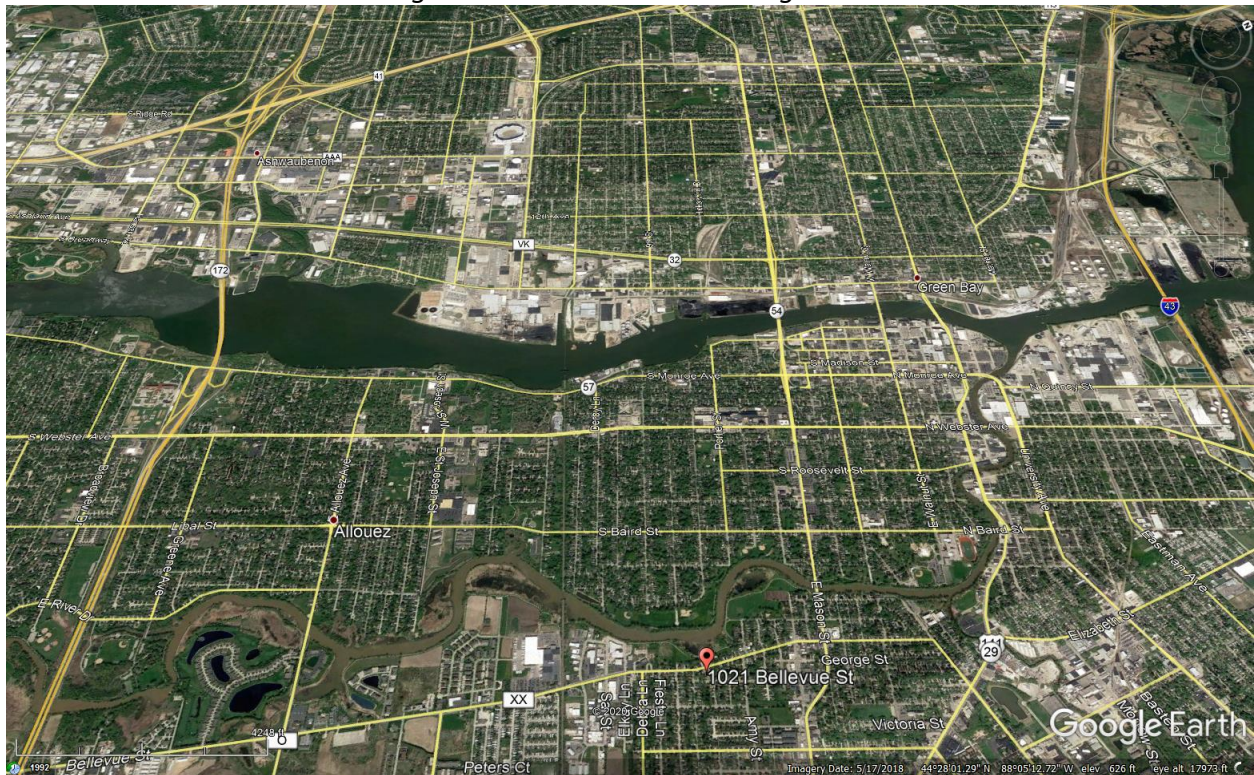


Figure 3 –Intersection View (North is right)



Bellevue St is an urban minor arterial street with a posted speed of 25 mph. It carries around 7,900 vehicles per day and has a straight alignment except at Lilac Ln where it takes a 17 degree turn to the left in the northbound direction. Similar bends in the roadway occur about 2,000 feet north and 1,200 feet south of the subject turn. Note that during the crash research, no run-off-road crashes occurred at these two locations.

Single and multi-family residential homes abut the roadway. Bellevue St has an asphaltic surface and consists of a single travel lane in each direction and parking lanes on both sides of the street. Roadway width is 42 ft. Parking is not restricted. Sidewalk exists along both sides of Bellevue St. A painted dashed centerline along Bellevue St exists except in advance and through the Lilac Ln curve where it is a double yellow centerline. Street lights exist on the west side of Bellevue St with spacing approximately 300 feet. Lights are rated at 150 W (14,000 lumens). No crosswalks exist at Lilac Ln. The roadway is relatively flat with no major grade changes.

Recent Crash Event

The request for a traffic barrier is presumably associated with a relatively recent one-motorist crash that took place on Bellevue St just north of Lilac Ln on Saturday, October 24, 2020 at 1:19 AM. A northbound motorist failed to negotiate the left turn of Bellevue St, drove over the curb continuing straight on grass and hit a tree in front of 1029 Bellevue St. The motorist continued moving north and hit a vehicle parked at the address. The motorist's vehicle then rolled over and crashed into the residence of 1023 Bellevue St. The motorist finally came to a stop, facing east upside down. The struck parked vehicle at 1029 Bellevue St was pushed into another parked vehicle at 1023 Bellevue St. The motorist was transported to a local hospital to treat injuries received during the crash. Skid marks from the errant vehicle can be seen in a video

shot on December 4, 2020, and images shown in Figures 5 and 6 noting they do not start until just before the vehicle hit the curb.

Based on the crash report, the driver was exceeding the speed limit and operating the motor vehicle in an aggressive and reckless manner. The motorist was charged with operating while under the influence of drugs/alcohol/medications, operating while suspended, unreasonable and imprudent speed, and reckless driving-endangering safety.

See Figure 4 for a diagram of the manner of collision and Figures 5 and 6 for crash site photos.

Figure 4 – Manner of Collision



Figure 5 –Northbound Bellevue St at Lilac Ln Showing Skid Marks



Figure 6 –Northbound Bellevue St at 1035 Showing Tire Divots to Struck Tree



Other Crash History

On Thursday, March 30, 2017, a single northbound motorist was traveling too fast for conditions (wet/snow on road), spun out clockwise, then struck a utility pole with the rear of the vehicle near 1021 Bellevue St. 1021 is the left side of a duplex, where 1023, the site of the 2020 crash, is the right side of that duplex. No injuries resulted from the crash. The motorist was cited for driving too fast for conditions.

Existing Curve-Related Traffic Control Devices

Northbound

1. Advance Curve Left warning sign, placed 600 ft south of the curve
2. Double yellow centerline

Southbound

1. Advance Turn Right warning sign with 25 mph plaque, placed 410 ft north of the curve
2. Double yellow centerline

Discussion

The recent crash that occurred on northbound Bellevue St at Lilac Ln is the only one of that nature that happened during the review period. At similar upstream and downstream locations, no run-off-road crashes have occurred. Appropriate mitigation measures, if any, should focus more on if there are any signing and/or marking improvements that could or should be implemented rather than resorting to high-cost measures such as installing beam guard.

In review of the Manual on Uniform Traffic Control Devices (MUTCD) and its Wisconsin supplement, Section 2C.06 (Horizontal Alignment Warning Signs) and Section 2C.07 (Horizontal Alignment Signs) provide standards and guidance on the proper turn warning signs and delineators. The existing curve and turn related traffic control devices on Bellevue St at Lilac Ln are not compliant with these MUTCD sections, as existing advance warning signs have been placed too far from the curve. Additionally, the northbound advance warning sign is a “curve” sign and should be a “turn” sign per Paragraph 2 of Section 2C.07 since the posted speed is 30 mph or less. The 85th percentile speed is presumably around 30-35 mph; therefore it is recommended to use between 5-10 mph speed reduction criteria for sign placement. MUTCD Table 2C-4 recommends 150-200 ft advance warning placement. Table 2C-5, Horizontal Alignment Sign Selection, stipulates optional, recommended, and required placements of these signs. Given the speed and turn conditions, the advance warning signs with advisory speed plaques are recommended by the MUTCD while placement of chevrons or one-direction large arrows are optional. At present, there are no one-direction large arrows or chevrons present at the turn.

Figure 7 shows a layout of warning turn signs and chevrons.

An aerial photograph of a residential neighborhood. A large green field and a body of water are on the left. A road runs vertically through the center, with several red circles numbered 1, 2, and 3. Other streets are labeled: Heyman St, Cypress Ln, Lilac Ln, Juniper Dr, Festal N, and Irene St.

Conclusions

1. The primary mitigative measure to prevent the recent crash was for the motorist to make the decision not to drive since they were impaired and without a valid driver's license. They should not have been operating a motor vehicle.
2. The existing northbound advance warning sign is non-compliant, as the sign image should be a turn and not a curve. It is also placed too far from the turn at Lilac Ln.
3. The existing southbound advance warning sign assembly message is correct, but it is placed too far from the turn at Lilac Ln.
4. The existing double yellow centerline is the appropriate centerline marking on Bellevue St at Lilac Ln.
5. Given there is history of two run-off-road crashes within a five-year period, consideration should be given to adding optional items such as chevrons at the turn at Lilac Ln.
6. Other mitigative measures should be taken prior to placement of a traffic barrier (beam guard) at the subject location.

Recommendations

1. Remove the existing advance northbound curve and southbound turn warning signs on Bellevue St approaching Lilac Ln.
2. Install an advance northbound Turn left sign (MUTCD Code W1-1L) with supplemental Speed Advisory plaque (MUTCD Code W13-1P) and advance southbound Turn right sign (MUTCD Code W1-1R) between 150 and 200 ft in advance of Lilac Ln on Bellevue St.
3. Install a minimum of 6 chevron signs (3 in each direction) (MUTCD Code W1-8), spaced each approximately 80 ft, on the outside of the turn left (northbound) and turn right (southbound) conditions on Bellevue St approaching and through the Lilac Ln intersection.



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on list of streets proposed for resurfacing and reconstruction in 2021 Capital Improvement Program and utilization of Vehicle Registration Fee proceeds. (Ald. Wery)

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Resurfacing 2021
2. Reconstruction 2021

Resurfacing 2021

<u>Alder</u> <u>district</u>	<u>Street Section</u>
2	Harvest Road - Finger Road to Crest Lane
2	Edgewood Court- Edgewood Drive to cul-de-sac west
2	Edgewood Drive- Hillside Lane to Edgewood Court
3	Guns Street - City Limits to Main Street
5	Proper Street - Wegner Street to Elizabeth Street
5	Irene Street-Crooks Street to Main Street
6	Farlin Avenue-Day Street to Elizabeth Street
10	Division Street - N Platten St to Wilson Ave
10	Division Street - N. Oneida Street to Gray Street
10	Murphy Drive - Dousman Street to Nancy Avenue
10	Oregon Street-N. Platten Street to Gray Street
10	North Platten - Dousman Street to Oregon Street
10	North Oneida Street - Division Street to Dousman Street
10	David Drive - Dousman Street to Nancy Avenue
11	Forest Glen Drive- Argonne Drive to Arnold Drive
11	Careful Drive- Argonne Drive to Arnold Drive
11	Sahara Drive- Careful Drive to Kennedy Drive
11	Aspen Lane- Burns Avenue(W) to Burns Ave
11	Southview Lane - Careful Drive to Kennedy Drive
11	Blithe Street - Badger Street to Christiana Street
11	Christiana Street - Blithe Street to Regan Street
11	Regan Street - Christiana Street to Badger Street
10	Division Street - Wilson Avenue to North Oneida Street

1/19/2021

Reconstruction 2021

Street Section

S. Jackson Street - Bodart Street to S. City Limits

Gray Street - Dousman Street to Mather Street

S. Maple Avenue - Howard Street to 810' south of School Place



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by Georgia-Pacific to lease property at 1100 West Mason Street to the City of Green Bay on a month-to-month basis to be used by the Department of Public Works for operations at the West Side Garage.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. Green Bay, WI - First Amendment to Amended and Restated Lease

FIRST AMENDMENT TO AMENDED AND RESTATED PARKING LOT LEASE

THIS FIRST AMENDMENT TO AMENDED AND RESTATED PARKING LOT LEASE (this "**Amendment**") is entered into as of the ____ day of November, 2020, by and between **GEORGIA-PACIFIC CONSUMER OPERATIONS LLC**, a Delaware limited liability company, as successor to Fort James Operating Company, a Virginia corporation, ("**Lessor**") and **CITY OF GREEN BAY, WISCONSIN**, a Wisconsin municipal corporation, acting by and through its authorized representative ("**Lessee**").

RECITALS

A. Lessor and Lessee are parties to that certain Amended and Restated Parking Lot Lease dated April 1, 2006 (the "**Lease**").

B. Lessor terminated the Lease effective March 31, 2020 in that certain notice letter dated September 27, 2019 (the "**Termination Notice**").

C. Lessor and Lessee acknowledge and agree that the Termination Notice has been rescinded and that the parties desire to amend the Lease as provided herein.

D. All references herein and in the Lease to "this Lease", "this Agreement", "herein", "hereby", and the like shall mean the Lease as amended by this Amendment.

AGREEMENT

In consideration of the mutual covenants of the parties contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree to amend the Lease as follows:

1. **Defined Terms.** Defined and capitalized terms in this Amendment will have the same meaning as defined and capitalized in the Lease, unless otherwise indicated in this Amendment.

2. **Rescission.** Lessee hereby rescinds the delivery of its Termination Notice and Lessor hereby acknowledges, agrees and accepts such rescission such that the Termination Notice shall be null and void and of no further force and effect.

3. **Rent.** Commencing on April 1, 2020, Lessee shall pay rent monthly in the amount of ONE HUNDRED SIXTY-SIX AND 67/100ths Dollars (\$166.67) on or before the 1st day of each calendar month. Tenant shall pay such rent by check to the following address: 133 Peachtree Street NE, Atlanta, Georgia 30303, Attention: Corporate Real Estate.

4. **Term; Renewal.** Notwithstanding anything to the contrary in Section 4 of the Lease, Lessor and Lessee hereby agree that commencing on April 1, 2020, the Term of this Lease

shall extend through December 31, 2020, and thereafter shall automatically renew on a month-to-month basis.

5. **Right to Terminate.** Notwithstanding anything to the contrary in Section 5 of the Lease, Lessor and Lessee hereby agree that either party shall have the right to terminate this Lease at any time upon providing thirty (30) days prior written notice to the other party, which shall state the effective date of termination which shall be no less than thirty (30) days after the date of the written notice.

6. **Miscellaneous.**

(a) **Ratification.** Except as expressly amended herein, the terms, covenants and conditions of the Lease shall remain in full force and effect without modification or amendment, and the parties hereto ratify and reaffirm the same in its entirety. The term “**Lease**” shall mean the Lease as amended by this Amendment.

(b) **Entire Agreement.** The Lease, as amended by this Amendment, contains the entire agreement of the parties with respect to the subject matter thereof and hereof, and all representations, warranties, inducements, promises or agreements, oral or otherwise, between the parties not embodied in the Lease, as amended by this Amendment, shall be of no force or effect.

(c) **Conflict.** In the event of a conflict between the terms of this Amendment and the Lease, the terms of this Amendment shall control.

(d) **Multiple Counterparts.** This Amendment may be executed in a number of identical counterparts. If so executed, each of such counterparts shall be deemed an original for all purposes, and all such counterparts shall, collectively, constitute one Amendment.

(e) **Facsimile or PDF Signatures.** For purposes of this Amendment, signatures delivered by facsimile or as a PDF attached to an e-mail shall be as binding as originals upon the parties so signing.

(f) **Headings.** The use of headings, captions and numbers of the contents of particular sections are inserted only for the convenience of identifying and indexing various provisions in this Amendment and shall not be construed as a part of this Amendment or as a limitation on the scope of any of the terms or provisions of this Amendment.

(g) **Parties.** This Amendment shall be binding upon the parties hereto and their respective successors and permitted assigns.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK.

IN WITNESS TO THE FOREGOING, the parties have set their hands effective as of the day and year set forth above.

LESSOR:

**GEORGIA-PACIFIC CONSUMER
OPERATIONS LLC**, a Delaware limited liability
company

By: _____
Name: Michael E. Cruz
Title: Vice President – Real Estate

LESSEE:

CITY OF WISCONSIN, a municipal corporation

By: _____
Name: _____
Title: _____



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on request by Whitney Townhomes, LLC to enter into an agreement for Department of Public Works collection of sanitation tipper carts on their private road located in the block bounded by Webster Avenue, Pine Street, Van Buren Street, and Cherry Street.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action on request by Department of Public Works to award a contract for bridge inspection services for 2021-2022 to Ayres Associates in the amount of \$42,652.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Bridge and Structure Inspection Services 2021-22_Ayres
2. Collins Proposal City Green Bay Bridge Inspection



Bridge and Structure Inspection Services

2021 & 2022

City of Green Bay

January 22, 2021

Ingenuity, Integrity, and Intelligence.

www.AyresAssociates.com



January 22, 2021

Kayla Wasielewski, Civil Engineer
City of Green Bay, Department of Public Works
Via email: kaylaw@greenbaywi.gov

Re: 2021 & 2022 Bridge and Structure Inspections

Dear Ms. Wasielewski:

Thank you for the opportunity to submit this proposal for professional services for the inspection of bridges and structures in the City of Green Bay.

Our structural engineering discipline started with founder Owen Ayres himself, and we've spent decades building and reinforcing our team's unparalleled breadth of knowledge and experience in structural design and inspection. We've continued Owen's legacy with an unyielding commitment to safety, quality, and attention to detail. No matter the project, our partners know they can rely on us to deliver results that endure; that represent the best and safest use of a structure; and that demonstrate the most intelligent use of time, resources, and budget. Our services include:

- Bridges, Buildings, Dams, Culverts, & Pedestrian Structures
- Routine, In-Depth, Underwater, Scour, & Movable Span Inspections
- Damage Assessment/Natural Disaster Emergency Response
- Dam & Gate Inspection
- Miscellaneous Structures – Walls, Poles, Signs, & Foundations
- Fracture Critical Members
- Bridge Load Rating & Analysis
- Feasibility Studies & Rehabilitation Design

Ayres is prepared to staff your project with an inspection team that meets the requirements of the National Bridge Inspection Standards (Code of Federal Regulations Part 650 Subpart C) and WisDOT's Structure Inspection Manual. The project manager will be Cory Thomson, PE, ITL, a transportation engineer with 18 years of design, inspection, and project management experience. He will be assisted by other qualified inspection team leaders that have attended the required NHI courses and are approved by WisDOT. Resumes for these staff members can be found attached to this submittal.

Thank you for considering our qualifications. We look forward to collaborating with you on your upcoming inspection projects. If you have any questions or need more information, please feel free to contact us.

Sincerely,

Ayres Associates Inc



Cory L. Thomson, PE, ITL
Project Manager
920.327.7851 | ThomsonC@AyresAssociates.com



Troy B. Robillard, PE
Manager – Transportation Services-Green Bay
920.327.7827 | RobillardT@AyresAssociates.com



Firm Information

With a team of 300+ innovative problem-solvers nationwide, Ayres stands with integrity behind thousands of projects that strengthen communities and our country's infrastructure, economy, and environment. Our offices are in Wisconsin (Green Bay, Eau Claire, Madison, River Falls, and Waukesha), Florida, Colorado, and Wyoming. Our corporate headquarters are located at 3433 Oakwood Hills Parkway, Eau Claire, WI 54701.

Clients notice our project managers' ability to translate and transform every detail into actionable, understandable, smoothly coordinated pieces of a successful project. Side-by-side with our client partners, our project managers serve as the confident, communicative navigators at the helm of each project.

Consultant Information

Firm Legal Name

Ayres Associates Inc

Location of Local Office

3376 Packerland Drive
Ashwaubenon, WI 54115

Website

www.AyresAssociates.com

Contact Person's Information

Cory Thomson, PE, ITL
O: 920.327.7851
C: 920.412.8755
ThomsonC@AyresAssociates.com

Year Established

1959

Type of Ownership

Employee-owned corporation

Our services include:

- Structural engineering/inspections
- Transportation/traffic engineering
- Construction observation and administration
- Surveying
- Environmental management
- Architecture
- Grant writing and planning
- Civil site design
- Water resource engineering
- Landscape architecture
- Aerial mapping
- Subsurface utility engineering



“A special thanks to Cory Thomson and the team from Ayres Associates for all of the on-site supervision and contract administration. We would like to note how great of a job they did handling all of the coordination efforts (both with the contractors and general public) that were needed to get the project done efficiently and safely.”

Chad Shefchik

Sturgeon Bay City Engineer

Project Understanding

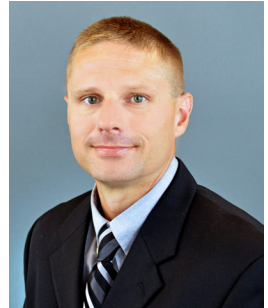
Project Description

The project includes the inspection of bridges and structures within the City of Green Bay in 2021 and 2022. In 2021, seven structures are in need of inspection. Two bridges are not part of WisDOT's Highway Structure Information System (HSIS) and will not need to be entered into HSIS. Five structures will be inspected to meet the requirements of the National Bridge Inspection Standards (Code of Federal Regulations Part 650 Subpart C) and WisDOT's Structure Inspection Manual. One of those five bridges is a movable bascule bridge. Another will need a Scour Plan of Action completed.

In 2022, 30 structures will need to be inspected to meet NBIS requirements and WisDOT's Structure Inspection Manual, including six bridges that need a underwater profiles, one movable bascule bridge that needs a fracture critical/in-depth inspection, and one bridge that needs a Scour Plan of Action completed.

The project may also include a post-flood inspection of one structure in 2021 or 2022.

Ayres is prepared to staff your project with an inspection team that meets NBIS and WisDOT requirements. Your project manager will be **Cory Thomson, PE, ITL**. Cory has 18 years of experience in structural inspection, design and construction, and project management. He will be assisted by other qualified inspection team leaders that have attended the required NHI courses and are approved by WisDOT.



The project will include field inspection of bridges as described above and associated reporting. The inspection team will mobilize to each bridge site with equipment typical of the required inspections. The reports for the required structures will be processed using WisDOT's HSIS and the non-HSIS structures will be processed using a general inspection report that follows WisDOT's HSIS format.



“They provide professional services and require minimal oversight. When issues arise, they offer simple and solid advice on how to address them. When asked to take on additional work, they step up to the plate and deliver.”

Richard King

Oregon Department of
Transportation Local Agency Bridge
Inspection Engineer

Firm Qualifications

Ayres has inspected more than 18,000 bridges and performed more than 3,000 underwater inspections nationwide. We've been doing routine and underwater bridge inspections in Wisconsin since 1971. As a firm, we've completed bridge inspections for 90 county/city/village/town clients in Wisconsin. Ayres is also the Bridge Inspection Program Manager for the following counties: Door, Kewaunee, Calumet, Menominee, Walworth, and Polk.

Qualifications and resumes for the staff members we propose to complete the structure inspection of the bridges within the City of Green Bay can be found in our Project Team section, beginning on Page 7.

Ayres' structural inspectors offer time-tested expertise and trustworthy assessment to be sure your structures remain durable and safe. Our inspectors are well-trained in the latest industry standards and continuing education and are fully capable of completing the inspections for the City of Green Bay.

Scope of Services

Ayres will provide the following scope of services:

- Notify the City of Green Bay of the bridge inspection schedule in the month prior to the month the inspections are due.
- The inspections shall conform to and be in accordance with Wisconsin Statutes 84.17 and Trans 212 Standards for Inspections of Bridges in the State of Wisconsin. The inspections shall also be in conformance with the National Bridge Inspection Standards (NBIS) and procedures set out in the Wisconsin Department of Transportation, State of Wisconsin Structure Inspection Manual.
- Mobilize to each bridge an inspection team that meets the WisDOT requirement and the NBIS to complete routine inspections of structures, including a movable inspection in 2021 and a movable and fracture critical inspection in 2022.
- Obtain a minimum of 12 photos for each bridge to record the conditions and deficiencies apparent at the time of inspection.
- Complete underwater profiles and scour plan of action of the structures identified by City of Green Bay.
- Provide data entry in the Highway Structures Information System (HSIS) for the necessary inspections.
- Generate an element report for the non-HSIS structures.
- Generate a summary of recommendations for each bridge.
- Complete a post flood inspection of B-05-0154 as directed by the City of Green Bay.
- Provide digital copies of the inspection forms and photos to the City of Green Bay.



“The level of safety precaution that Ayres took in conducting this type of inspection made us feel very confident.

You could see immediately that the inspectors knew what they were doing – that they had done this before. With that level of expertise and attention to detail, it was obvious we had teamed with the right people.”

David Jauregui

New Mexico State University's
department head of civil engineering

Similar Projects

Ayres has bridge inspection experience for counties throughout Wisconsin. Following is a list of our firm's experience in northeast Wisconsin and elsewhere in the state, along with in nearby Michigan. We invite you to contact the following references for a firsthand account of the quality of our inspection services – and dedication to our clients.

City of Racine

Client: City of Racine, Wisconsin

Contact Information: John Rooney, Commissioner of Public Works,
262.636.9191, John.Rooney@cityofracine.org

Contracts have included inspections in 2010, 2012, 2013, 2014, 2016, 2017, 2018, 2019, and 2020 for routine inspection of 24 bridges, movable and fracture critical inspections for two bridges, and underwater inspection of four bridges.

City of Manitowoc

Client: City of Manitowoc, Wisconsin

Contact Information: Greg Minikel, Engineering Division Manager,
920.686.6910, gminikel@manitowoc.org

Contracts have included inspections in 2007, 2013, 2014, 2016, 2018, and 2020 for routine, fracture critical, movable, and in-depth bridge inspections. The routine inspections involve 10 bridges.

Calumet County

Client: Calumet County, Wisconsin, Highway Department

Contact Information: Brian Glaeser, Highway Commissioner,
920.849.1434, Glaeser.Brian@co.calumet.wi.us

Contracts have included inspections every year from 2012 through 2021, including routine inspection of 54 bridges, as well as underwater, initial, and damage inspections. Ayres provides inspection program manager services.

City of Sheboygan

Client: City of Sheboygan, Wisconsin

Contact Information: David Biebel, Director of Public Works,
920.459.3366, dbiebel@ci.sheboygan.wi.us

Contracts have involved inspections in 2005, 2007, 2011, 2012, 2013, 2015, 2017, and 2019 and have included routine inspection, as well as underwater inspection of five bridges, fracture critical inspections on the 8th Street Bridge over the Sheboygan River, and movable bridge inspections.

Kewaunee County

Client: Kewaunee County, Wisconsin, Highway Department

Contact Information: Todd Every, Highway Commissioner, 920.388.3707, everyt@kewauneeco.org

Contracts have involved inspections in 1998, 2013, 2014-2015, 2016-2017, 2018-2019, and 2020-2021, including the routine inspection of 75 bridges, the inspection of approximately 50 bridges that do not qualify for the National Bridge Inventory, fracture critical inspections, and underwater inspections.



2020 Kewaunee County Routine Inspection

Door County

Client: Door County, Wisconsin

Contact Information: John Kolodziej, Highway Commissioner, 920.746.2500, kolodzie@co.door.wi.us

Contracts have involved inspections in 2002, 2004, 2006, 2008, 2010, 2012, 2014, 2016, 2018, and 2019, involving routine inspection of nine bridges, as well as the initial inspection of one bridge.



2019 Door County Inspection

Menominee County

Client: Menominee County, Michigan, Road Commission

Contact Information: Darrell Moilanen, Former Engineer/Manager, 877.867.9444

Contracts have involved inspections in 1999, 2001, 2002, 2003, 2005, 2007, 2009, 2011, 2012, 2013, 2014, 2015, 2016, 2017, 2018, and 2019, involving routine inspections of 71 bridges, as well as underwater and initial inspection services.



2019 Menominee County, MI, Routine Inspection

Iron County

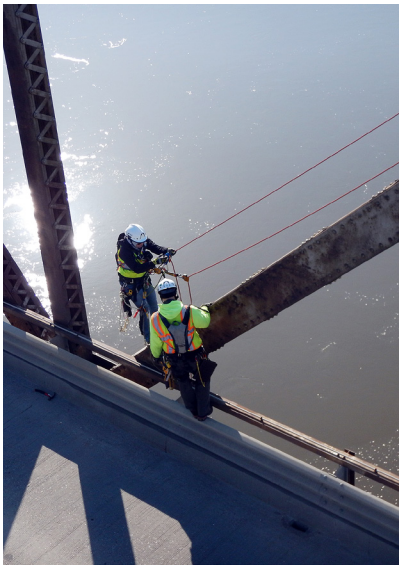
Client: Iron County, Michigan, Road Commission

Contact Information: Doug Tomasoski, Superintendent-Manager, 906.265.6686, doug@ironcountyrads.com

Contracts have involved inspections every year from 2010 through 2020. Services have included routine and fracture critical inspections, scour analysis, and load rating.



2020 Iron County, MI, Inspection



“Every expectation was met or exceeded in a professional manner. There were no problems of any kind, and every aspect of the relationship was smooth.”

Mark Alder

Project Manager,
Rodney P. Kinney Associates

Project Team

Many firms can do the work. What makes the difference is the people who you want to work with. Throughout the country, from busy cities to remote, mountainous areas, our team members have managed or participated in numerous contracts requiring NBIS inspections on varying schedules. We're accustomed to travel and completing this work whether it's near or far.

Not only are we well-trained, but our key staff members also teach others throughout the country. They're involved in federal research projects and teach Federal Highway Administration-National Highway Institute (FHWA-NHI) bridge inspection courses such as 130055, the two-week Safety Inspection of In-Service Bridges; and 130078, Fracture Critical Inspection Techniques for Steel Bridges.

Resumes for the primary Ayres team members working on your project can be found on the pages that follow.



Cory Thomson, PE, ITL

Project Manager

Cory has 13 years of experience with Ayres and five years with another firm. He brings a wide range of experience in structural inspection; construction observation; and design on freeway, rural roadway, and municipal street projects. Cory's structural inspection experience includes topside and underwater inspection of a variety of bridges as well as ancillary structure inspection as a qualified inspection team leader in Wisconsin, Michigan, and Florida. He has the knowledge and experience to complete and prepare the associated reports for state and local government agencies.

As a construction project engineer, Cory provides full on-site construction observation services, including quality control testing, erosion control review, traffic control review, public involvement, and quantity measurement and documentation. Cory provides services in the design phase as well, including project management, roadway design, and urban street and utility design.

Total Experience

18 Years

Registrations

Registered Professional Engineer, WI, MI, AZ, FL

Certifications/Training

WisDOT Structure Inspection Refresher Training, 2019

Bridge Inspection Refresher Course, FHWA, NHI, 2018

Inspection of Fracture Critical Bridge Members, NHI, 2016

Underwater Bridge Inspection, NHI, 2014

WisDOT Bridge Inspection Update Training, 2014

Inspection Team Leader, WI, 2005

Safety Inspection of In-Service Bridges Certificate, FHWA, NHI, 2005

Education

BS, Civil Engineering, University of Wisconsin-Platteville

Select Experience

- Town of Green Bay 2020 Bridge Inspections, Brown County, WI
- Calumet County Bridge Inspections 2020, Calumet County, WI
- Town of New Denmark 2020 Bridge Inspections, Brown County, WI
- Town of Luxemburg - Bridge Inspection 2020, Luxemburg, WI
- Racine County 2020 Bridge Inspections, Racine County, WI
- Iron County 2020 Routine Inspections, Iron River, MI
- Gogebic County 2020 Routine Inspections, Gogebic County, MI
- Walworth County 2020 Routine Bridge Inspections, Walworth County, WI
- Kewaunee County Bridge Inspection 2020, Kewaunee, WI
- Menominee County Bridge Inspection 2020, Keshena, WI
- Menominee County 2020 Interim Bridge Inspections, Menominee County, MI
- Chippewa County 2020 Interim Bridge Inspections, Sault Ste. Marie, MI
- MDOT Statewide Movable Bridges Underwater Inspection, Various Locations, MI
- Door County 2020 Routine Bridge Inspections, Door County, WI
- City of Manitowoc 2020 Routine Bridge Inspections, Manitowoc County, WI
- Winnebago County 2020 Bridge Inspection, Winnebago County, WI
- Chippewa County Caribou Lake Dam Inspection 2019, De Tour Village, MI
- Menominee County Bridge Inspections 2019, Menominee County, MI
- Kewaunee County Bridge Inspections 2018-19, Kewaunee County, WI
- City of Racine Bridge Inspection 2018, Racine, WI
- City of Watertown 6-Month Routine Bridge Inspection 2016, Watertown, WI
- City of Manitowoc Movable Bridge Inspection 2016, Manitowoc, WI
- City of Sheboygan Bridge Inspection 2015, Sheboygan, WI
- Delta County Bridge Inspections (2013-2014), Delta County, MI



Dan Sydow, PE

QA/QC

In his nearly 20-year career at Ayres, Dan has enjoyed the challenges along his path to the opportunity to manage our talented structural engineers and bridge inspectors. Dan's project responsibilities include project management and engineering for highway and pedestrian bridges, buildings, dams, retaining walls, tunnels, existing structure assessments and renovations, and structural repairs.

Dan has designed hundreds of bridge replacements and rehabilitations in 10 states and in nearly all of Wisconsin's counties. His building experience includes a variety education, office, industrial, government, residential, recreational, fleet maintenance, and public utility facilities.

As a structural engineer, his responsibilities include project management and engineering of various types of highway, railroad, and pedestrian bridges and related structures, including long-span bridges, curved bridges, and highly skewed bridges; bridge rehabilitation; and structural repairs. His bridge experience involves mostly local government and Wisconsin Department of Transportation (WisDOT) projects.

Select Experience

- City of Racine – 2020 Bridge Inspections, Racine, WI
- Green Bay North Webster Avenue (University Avenue to Radisson Street) Reconstruction, Green Bay, WI
- Chippewa County 190th Avenue Bridge Inspection and Load Rating, Bloomer, WI
- Chippewa Falls Irvine Park Bridge Inspection, Chippewa Falls, WI
- Yuma County, AZ, Bridge Load Rating and Steel In-Depth Inspection Project, Yuma County, AZ
- Forest County Potawatomi Community Structural Roof Inspections, Crandon, WI
- City of Kenosha, Poerio Park Pedestrian Bridge Replacement - Design Services, Kenosha, WI
- Gordon Correctional Center Bridge Replacement over the Eau Claire River, Gordon, WI
- UW-Eau Claire Chippewa River Pedestrian Bridge Study, Eau Claire, WI
- Rock CTH "J" over Turtle Creek Bridge Replacement, Rock County, WI
- Old STH 73 Bridge over Crawfish River, Dodge County, WI
- Clark County, CTH "N" over Branch of South Fork of Eau Claire River Bridge, Clark County, WI

Total Experience

19 Years

Registrations

Registered Professional Engineer, WI, MI, IL, CO

Education

BS, Civil and Environmental Engineering, University of Wisconsin-Madison

Memberships

American Public Works Association

American Society of Civil Engineers

Society of American Military Engineers



Rick Maslyn, ITL

Inspection Team Leader

Rick brings 35 years of experience, having inspected many large, complex, and fracture critical bridges throughout the country. His recent experience includes inspections of many large bridges throughout Florida, including the signature cable-stayed Sunshine Skyway Bridge near St. Petersburg, several large bridges in Jacksonville, and high-level structures in remote, forested areas in Oregon using an under-bridge inspection vehicle. For these projects, Rick has led teams as small as two to as large as 16, the current size of Ayres' Structural Inspection Group. As supervisor of this group, Rick has managed large-scale inspection projects for many years, constantly refining the group's skills to do the work better and more efficiently.

Total Experience

35 Years

Certifications/Training

WisDOT Structure Inspection Refresher Training, 2019

Bridge Inspection Refresher Course, FHWA, NHI, 2018

Inspection Team Leader, WI, 2011

Inspection and Maintenance of Ancillary Highway Structures (NHI 130087), 2011

Underwater Bridge Inspection, FHWA, NHI, 2011

Certified Bridge Inspector, NICET, Level 4, NICET, 2010

Stream Stability and Scour at Highway Bridges Certification (NHI135047), 2009

National Highway Institute (NHI) Certified Instructor, 2008

FHWA NHI 130099A Bridge Inspection Nondestructive Evaluation Seminar, 1998

Movable Bridge Inspection Seminar, 1997

Inspection of Fracture Critical Bridge Members, NHI, 1993

Safety Inspection of In-Service Bridges Certificate, FHWA, NHI, 1992

Engineering Concepts for Bridge Inspectors, FHWA, NHI Certificate, 1992

Select Experience

- City of Racine 2020 Movable/Fracture Critical Bridge Inspections, Racine, WI
- City of Titusville – Bridge Inspection 2020, Titusville, FL
- Seminole County 2020 Bridge Inspections, Seminole County, FL
- City of Albany 2015 Bridge Inspections, Albany, OR
- Walt Disney World Property-wide Resort Bridge Inspection (2013-2014), Kissimmee, FL
- Kennedy Space Center Bridge Inspections (2013), Orsino, FL
- Kennedy Space Center Bridge Inspections (2011-2012), Orsino, FL
- City of Racine Bridge Inspection 2012 (Non-movables), Racine, WI
- Wisconsin DOT Statewide Underwater Bridge Inspection, Tomahawk, WI
- Winnebago CTH "K" Bridge Inspection (2012), Eureka, WI
- Village of Hartland Bridge Inspection (2012), Hartland, WI
- City of Racine State Street Bridge Inspection 2012, Racine, WI
- Menominee County Bridge Load Ratings 2012, Stephenson, WI
- City of Racine Main Street Bridge Inspection 2012, Racine, WI
- Chippewa County Bridge Inspections (2011), Sault Ste Marie, MI
- Menominee County Bridge Inspections (2011), Menominee County, MI
- Bridge Repair, Routine Inspection, and Maintenance, Florida DOT District 7 (2003-2008), Various Locations, FL
- Utah Routine Bridge Inspections, Various Locations, UT
- Oregon DOT Area 3 (2016-2018 Inspections), Salem, OR
- Oregon DOT Area 3 (2015-2016 Inspections), Salem, OR
- Oregon DOT Area 3 (2012-13 Inspections), Salem, OR
- Oregon DOT Area 3 Inspection (2010-2011), Salem, OR
- JAXPORT Structural Inspections, Jacksonville, FL
- Walt Disney World Resort Property-wide DOT Bridge Inspection, Orlando, FL
- City of Albany June 2009 Bridge Inspections, Albany, OR
- UF & Shands Pedestrian Bridge Inspection, Jacksonville, FL



Stephanie Baribeau, ITL

Inspection Team Leader

Stephanie joined Ayres' structural inspection group in 2017. She assists on topside and underwater inspections for highway bridges, overhead signs, dams, and other structures for state departments of transportation, counties, and municipalities. Her duties include topside and underwater bridge and dam inspection, climbing inspection of various structures, and preparing related reports. Stephanie efficiently produces inspection reports using online applications, word processing programs, spreadsheets, and CADD. She communicates updates to staff and clients regarding progress on structural inspection projects.

Total Experience

3 Years

Certifications/Training

Inspection Team Leader, WI, 2019

Safety Inspection of In-Service Bridges Certificate, FHWA, NHI, 2018

PADI Open Water Scuba Diver, 2018

Level 1 Rope Access Technician, SPRAT, 2018

Education

BS, Civil Engineering, University of Wisconsin-Platteville

Select Experience

- City of Racine 2020 Bridge Inspections, Racine, WI
- City of Burlington 2020 Bridge Inspections, Burlington, WI
- Winnebago County 2020 Bridge Inspection, Winnebago County, WI
- Menominee County Bridge Inspections (2019), Menominee County, MI
- Kewaunee County Bridge Inspections 2018-19, Kewaunee County, WI
- Ontonagon County Bridge Inspection 2018, Ontonagon, MI
- City of Ironwood Bridge Inspection 2018, Ironwood, MI
- City of Manitowoc Movable Bridge Inspection 2018, Manitowoc, WI
- Calumet County Routine Bridge Inspection 2018, Chilton, WI
- Walworth County 2018 Bridge Inspection, Walworth County, WI
- Iron County, MI, Biennial Bridge Inspections (2018), Iron County, MI
- City of Racine Bridge Inspection 2018, Racine, WI
- City of Racine Bridge Inspection 2017, Racine, WI
- Walworth County 3-Year Routine Bridge Inspections, Walworth County, WI
- WisDOT Structure Underwater Dive Inspections and Structure Inspection (2016-2018), Eau Claire, WI
- WisDOT Structure Underwater Dive Inspections and Structure Inspection (2016-2018), Chippewa Falls, WI
- Menominee County Routine Bridge Inspection 2017, Stephenson, MI
- City of Sault Ste Marie Bridge Inspection 2017, Sault Ste Marie, MI
- Ontonagon County Bridge Safety Inspection 2017, Ontonagon County, MI
- City of Menominee Bridge Inspection 2017, Menominee, MI
- City of Stephenson Routine Bridge Inspections (2017), Stephenson, MI
- Jefferson County Bridge Inspection 2016-17, Jefferson County, WI
- Kewaunee County Bridge Inspection 2016-17, Kewaunee, WI
- Kalamazoo County Bridge Inspections (Sub to Fleis & Vandenbrink), Kalamazoo County,
- City of Ironwood Bridge Inspections, Gogebic County, MI
- MDOT Underwater Bridge Safety Inspection of Large Deck, Movable, and Region-Owned Structures 2014-17, Statewide, MI



Joseph Bluma

Inspection Team Leader

Joe joined Ayres' structural engineering staff in June 2017, bringing two summers of experience as a student engineer trainee intern with the Wisconsin Department of Transportation. He has experience in construction inspection and administration on structural design projects, including the Hale Interchange in Milwaukee County and the Pilgrim Road and Dousman/Golden Lake Bridges in Waukesha County.

Joe's responsibilities include assisting with the engineering and inspection of various types of highway, railroad, and pedestrian bridges and related structures, including long-span bridges, curved and highly skewed bridges, and sign and pedestrian bridges; bridge rehabilitation and structural repairs; foundations and retaining structures; manholes; dams; and other miscellaneous structures.

Total Experience

3 Years

Certifications/Training

Safety Inspection of In-Service Bridges Certificate, FHWA, NHI, 2020

PADI Open Water Scuba Diver, 2015

Education

BS, Civil Engineering, University of Wisconsin-Platteville

Memberships

American Society of Civil Engineers

Select Experience

- City of Racine 2020 Movable/Fracture Critical and Routine Bridge Inspections, Racine, WI
- Kewaunee County Routine Bridge Inspections 2020-2021, Kewaunee County, WI
- Town of Casco Bridge Inspections 2020 and 2021, Casco, WI
- Town of Franklin Bridge Inspections 2020 and 2021, Franklin, WI
- City of Algoma Bridge Inspection 2020, Algoma, WI
- Town of West Kewaunee Bridge Inspection 2020, West Kewaunee, WI
- Town of Carlton Bridge Inspection 2020, Carlton, WI
- Town of Luxemburg Bridge Inspection 2020, Luxemburg, WI
- Town of Montpelier Bridge Inspection 2020, Montpelier, WI
- Douglas County 2020 Routine Inspections, Douglas County, WI
- City of Burlington 2020 Bridge Inspections, Burlington, WI
- City of Ironwood Bridge Inspections, Gogebic County, MI
- Iron County 2020 Interim Inspections, Iron River, MI
- Walworth County 2020 Routine Bridge Inspection, Walworth County, WI
- Iron County Interim Bridge Inspection 2019, Iron River, MI
- City of Superior Barker's Island Bridge Inspection and Load Rating 2019, Superior, WI
- Door County Routine Bridge Inspection 2018, Sturgeon Bay, WI
- City of Manitowoc Routine Bridge Inspection 2018, Manitowoc, WI
- Jefferson County Bridge Inspection 2018-19, Jefferson, WI
- Menominee County Routine Bridge Inspection 2018, Keshena, WI



“The project went extremely well. ... I just want to thank you again on the super work you did on the specs and prints. The project went smoothly due to accurate and well-planned documents that you ... provided.”

Steve Gering

Assistant Director of Facilities,
UW-Green Bay

Proposed Schedule & Fee

Our anticipated time schedule to complete the City's bridge and structure inspections is outlined below.

2021 Bridge and Structure Inspections

February

- Prepare field inspection reports for movable inspection of B-05-0311
- Prepare field equipment and inspection vehicle
- Hold inspection team meeting to review project scope and task

March

- Provide the City of Green Bay 48-hour notice of the movable bridge inspection of B-05-0311
- Complete movable inspection of B-05-0311

April

- Complete draft report in HSIS
- Complete internal QC review of draft report and address any comments
- Finalize report and provide digital copy of report and photos to City of Green Bay

May

- Prepare and complete scour plan of action for P-05-0728

September

- Prepare field inspection reports
- Prepare field equipment and inspection vehicle
- Hold inspection team meeting to review project scope and task
- Coordinate with the City of Green Bay

October

- Complete routine inspections of the bridges directed by City of Green Bay

November

- Complete draft reports of HSIS and non-HSIS structures
- Complete internal QC review of draft reports and address any comments
- Finalize reports and provide digital copy of report and photos to City of Green Bay

Additional

- Complete interim post-flood inspection of B-05-0154 as required

2022 Bridge and Structure Inspections

September

- Prepare field inspection reports
- Prepare field equipment and inspection vehicle
- Hold inspection team meeting to review project scope and task
- Coordinate use of snoop truck with WisDOT
- Coordinate use of barge/boat provided by the City of Green Bay
- Coordinate with the City of Green Bay and traffic control regarding lane closures set-up

October

- Complete routine inspections including UW-Profile of the bridges directed by City of Green Bay
- Complete fracture critical, movable, and routine inspection of B-05-0311
- Provide the City of Green Bay 48-hour notice of the movable bridge inspection of B-05-0311
- Provide 48-hour advance notice to the City of Green Bay to use the barge/boat provided by the City for the following inspections: B-05-0141, B-05-0154, B-05-0255, B-05-0275, B-05-0285, and B-05-0376

November

- Complete draft reports of HSIS and non-HSIS structures
- Complete internal QC review of draft reports and address any comments
- Finalize reports and provide digital copy of report and photos to City of Green Bay

Additional

- Complete interim post-flood inspection of B-05-0154 as required

Fee

Ayres will perform the above services for the unit rates shown in the Consultant Contract Fee Breakdown that is part of this submittal.



“Literally, we didn’t hear about the project. It didn’t make news. It was silent. That’s what everybody wants – no problems.”

Doug Martin

Utility Engineer,
Village of Ashwaubenon

Assumptions and Exceptions

Assumptions

Ayres will coordinate with the CN Railroad regarding the access, right-of-way agreement, flagmen, and railroad liability insurance for the inspection of Bay Port Drive (Atkinson Drive) over CN Rail (B-05-0225). All costs associated with permit fees and flagmen will be the responsibility of the City of Green Bay.

Exceptions to Conditions of the City’s Standard Agreement

The City of Green Bay’s Standard Agreement for Professional Services is acceptable by Ayres for use in this project if the following changes are made. We believe we can come to an agreement on contract language as we have done for past contracts with the City.

5. INDEMNIFICATION (HOLD HARMLESS) AGREEMENT

Consultant hereby agrees to indemnify, defend and hold harmless the City, 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 Consultant or of anyone acting under its direction or control or on its behalf **that are not related to professional services (it being expressly understood and agreed that Consultant’s indemnification obligations for Consultant’s professional services are solely covered in the following paragraph)**, even if liability is also sought to be imposed on City, its elected and appointed officials, officers, employees, agents, representatives and volunteers. The obligation to indemnify, defend and hold harmless the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers, and each of them, shall be applicable **unless liability results from the sole except to the extent that liability results from the** negligence of the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

Consultant will indemnify and hold harmless the City for any claims by reason of its negligent acts, errors or omissions for professional services. The obligation to indemnify and hold harmless the City, its elected and

appointed officials, officers, employees, agents, representatives and volunteers and each of them, shall be applicable except to the extent the liability results from the negligence of the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

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

This indemnity provision shall survive the termination or expiration of this Agreement.

8. ACCESS/UTILITIES

The City will arrange access to the site, as necessary, for Consultant to complete the work. Consultant will take reasonable precautions to minimize any damage to the site due to its operation. Site restoration is not included unless specifically requested by the City. Consultant is responsible for locating public utilities and agrees to indemnify and save the City harmless from all claims, suits, losses, cost and expenses including attorney's fees as a result of any personal injury, death or property damage occurring from damage to public utilities **arising from the negligence of the Consultant**. Consultant shall coordinate with a private locating service for locating utilities on private property.

Addendum Acknowledgment



Department of Public Works

ADDENDUM NO. 1

REQUEST FOR PROPOSAL – BRIDGE AND
STRUCTURE INSPECTION SERVICES 2021 & 2022
Engineering Division
Department of Public Works
City of Green Bay

January 14, 2021

Proposals due: January 22, 2021

This Addendum is issued to modify, explain or correct the original drawings and specifications and is hereby made part of the Contract Documents. This addendum must be signed and attached to the Consultant's proposal.

(Pages: 4 including cover sheet)

Consultant's Signature

SIGN AND ATTACH THIS ADDENDUM TO THE BIDDER'S PROPOSAL

James M. Brunette, P.E.
Assistant Director of Public Works

A-1

REQUEST FOR PROPOSALS – BRIDGE AND
STRUCTURE INSPECTION SERVICES 2021 & 2022

100 North Jefferson Street ❖ Room 300 ❖ Green Bay, WI 54301-5026 ❖ www.greenbaywi.gov/publicworks
Administration/Engineering/Traffic: 920.448.3100 ❖ Operations: 920.448.3535 ❖ Parking: 920.448.3431 ❖ Fax: 920.448.3102

THE FOLLOWING ARE ANSWERS TO QUESTIONS RECEIVED IN RESPONSE TO THE REQUEST FOR PROPOSALS:

Q: Are load ratings anticipated as part of this Contract?

A: No load ratings are required.

Q: 007: Porlier Pier: The map calls out a railroad bridge further south of Porlier Street which structure needs to be inspected?

A: The map is labeled correctly. The old railroad bridge, 'Porlier Pier' is what is to be inspected.



Q: What level of reporting is required for the general inspection of non-HSI bridges 007 and 008 if they cannot be entered into HSI?

A: The consultant will be responsible for providing a general report of the structure. The report shall include a description of any maintenance items and their priority status. The report shall identify the general condition of the superstructure, deck, substructure and any other pertinent structure elements. The report shall also contain no fewer than 12 photos of each structure inspected.

THE FOLLOWING ARE REVISIONS AND CLARIFICATIONS TO THE SCOPE OF SERVICES IN THE REQUEST FOR PROPOSALS:

- Six (6) of the structures identified for routine inspections in 2022 are eligible for opting-in to qualify for extension of the routine bridge inspections from 24 months to 48 months. The City/County will be applying to extend the routine cycle of the following six (6) structures: B-05-0275: Baird Street over East River; B-05-0304: Morrow Street over Baird Creek; B-05-0314: Nicolet Drive (CTH A) over Mahon Creek; B-05-0315: Lake

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REQUEST FOR PROPOSALS – BRIDGE AND
STRUCTURE INSPECTION SERVICES 2021 & 2022

Largo Drive over Mahon Creek; B-05-0317: Maloney Road over Wequiock Creek; B-05-0329: Main Street (USH 141/STH 29) over Baird Creek. If the extension is approved these structures would not require routine inspections until 2024; thus no longer requiring inspection as part of this Contract. A revised Consultant Contract Fee Breakdown with a deduct cost for the six (6) structures is attached to this addenda, A-4. In the event the routine inspections for these structures is extended the cost deduct from the Contract total shall apply.

Consultant Contract Fee Breakdown (Revised)

2021

Quantity	Inspection Type	Unit Price	Total Cost
4 EA	Routine Bridge Inspections	\$ 582 /EA	\$ 2,328
2 EA	Non-HSI Routine Bridge Inspections	\$ 986 /EA	\$ 1,972
1 LS	Moveable Bridge Inspection	\$ 6,084 /LS	\$ 6,084
1 EA	Scour Plan of Action	\$ 520 /EA	\$ 520
2021 Inspection Total Cost			\$10,904

2022

Quantity	Inspection Type	Unit Price	Total Cost
30 EA	Routine Bridge Inspections	\$ 556 /EA	\$ 16,680
6 EA	UW-Profiles	\$ 40 /EA	\$ 240
1 EA	Fracture Critical Inspection	\$ 7,400 /EA	\$ 7,400
1 LS	Moveable Bridge Inspection	\$ 1,650 /LS	\$ 1,650
1 EA	Scour Plan of Action	\$ 294 /EA	\$ 294
2022 Inspection Total Cost			\$ 26,264

2022 Routine Inspection Extension (Deduct)

Quantity	Inspection Type	Unit Price	Total Cost
6 EA	Routine Bridge Inspections	(\$ 556 /EA)	(\$ 3,336)
Deduct cost for (6) Routine Inspections			(\$ 3,336)

As Needed - Post Flood Inspection

Quantity	Inspection Type	Unit Price	Total Cost
1 EA	Post Flood Inspection B-5-154	\$1,050 /EA	\$ 1,050
Post Flood Inspection (Per Occurance)			\$ 1,050

City of Green Bay Wisconsin



REQUEST FOR PROPOSAL BRIDGE AND STRUCTURE INSPECTION SERVICES 2021&2022

January 4, 2021



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A

FIRM INFORMATION

Firm Name: Collins Engineers, Inc.
Address: 2149 Velp Avenue, Suite 203
Howard, WI 54303

Contact: Steven Miller, P.E.
email: smiller@collinsengr.com
Phone: 920-252-2418

B

PROJECT UNDERSTANDING & APPROACH

The City of Green Bay (City) has requested proposals for completing bridge inspections and other work in the 2021 and 2022 calendar years. The bridges requiring inspections are located within the City of Green Bay, Brown County, Wisconsin. In 2021, the services will consist of:

- 4 WisDOT bridge inspections
- 2 non-HSI bridge inspections
- 1 movable bridge inspection (B-05-311)
- scour plan of action for P-05-0728.

In 2022, the services will consist of:

- 30 WisDOT routine bridge inspections
- 1 fracture critical inspection (B-05-0311)
- 1 movable bridge inspection (B-05-0311)
- underwater profiles of 6 bridges
- scour plan of action for P-5-0718.

Collins understands that the City is currently applying to extend the routine cycle of six 2022 bridges from 24-month to 48-month cycles and can easily incorporate any scope revisions into our services.

Collins Engineers, Inc. (Collins) is committed to delivering safe, thorough, and cost-effective bridge inspections for the City of Green Bay. For this project, the City will receive a quality-minded and responsive project approach from start to finish. Our approach to this project has been broken down into the following main project tasks:

PLANNING AND PREPARATION

Prior to mobilizing for the inspections, Collins staff will collect and review all available pertinent information for each structure. These reviews allow our team leader(s) to formulate a plan for inspecting each bridge, including any features or structural configurations that may need special attention. The proposed bridges have unique coordination requirements including City-owned barges, railroad flagging, Wisconsin DOT reach-all, and traffic control scheduling. Collins successfully completed this and other work on City of Green Bay bridges in the past and understands the unique challenges associated with inspecting these structures. We know who to contact and when to contact them for each required service.



Our inspection team leader(s) will examine the available design plans, previous inspection reports and maintenance recommendations for all of the bridges.

Collins' Team Leaders will place emphasis on identifying any previously noted deficiencies or repairs that have been made. Our review during this phase will consist of identifying the location, arrangement, and specifics of each bridge so that a thorough understanding can be established. After reviewing the previous inspection and inventory records, Collins staff will prepare an inspection plan for each of the bridges. The inspection plan allows Collins staff to efficiently and safely complete the fieldwork. The complexity and detail in the inspection plan will vary in relation to the bridge. A routine bridge inspection plan is less detailed

than a movable bridge inspection plan.

BRIDGE INSPECTIONS

Collins' staff perform similar bridge inspection services for the Wisconsin Department of Transportation, Cities and Counties throughout the State. We understand that the overall goal of the City's bridge program is to ensure public safety and to maintain its bridges in good condition. To accomplish this goal, the City requires an effective project team with considerable field inspection experience, a team that understands local municipal concerns and a team that is experienced in WisDOT and FHWA policies and procedures. Collins will perform all bridge inspection work in conformance with WisDOT and NBIS requirements, and the current AASHTO Manual for Bridge Element Inspection as required.

Routine Inspections

Collins will investigate each of the City's bridges to establish its condition and to ensure its continued safe operation. The experience of our proposed staff with bridge inspections will ensure that all elements of the structure are being assessed. Our team will perform NBI and element level inspections in accordance with the WisDOT Structure Inspection Manual and other references.

ROUTINE BRIDGE INSPECTIONS

The City will benefit from a Collins Team that will:

- Perform inspections by local WisDOT Certified Bridge Inspectors
- Address any Critical Findings in a timely manner
- Accurately document NBI and Element Level Condition Ratings
- Note any conditions that may require re-rating of the structure
- Perform all required inspection tasks in accordance with the most current state policies and procedures

- NBI level ratings will be assigned to the deck, superstructure, substructure and culvert elements (as applicable). An appraisal of the waterway and roadways will also be made.
- Element level ratings will be completed for each of the bridges identified elements. Any identified element defects will be documented with written descriptions and photos as needed. Our inspectors will verify that all elements describing the structure are correct and complete. Missing elements will be added to the inspection report, and the correct units, quantities, elements and other inspection information will be verified.
-
- The portion of UW-Profile inspections and scour plans of action that requires site visits will be completed at the same time as the routine inspections.

- One of the inspector's most important goals during a bridge inspection is to ensure that any defects or conditions that may affect public safety are identified and acted upon. These can include regular maintenance items but can also include items that require more immediate attention. Although uncommon, a critical finding is defined as "a structural or safety related deficiency that requires immediate follow-up inspection or action". Collins will assure that any identified critical findings are acted upon with the utmost of attention and in accordance with WisDOT procedures. Unsafe deficiencies require the bridge to be closed as soon as possible. Serious deficiencies require a partial closure. Collins critical findings procedure will be in accordance with the Wisconsin DOT Technical Memorandum on critical findings dated June 2019. This document describes the notification process in detail, as well as documentation required in the event of a critical finding. The notification process starts with Collins' staff notifying the City's Program Manager.



Leo Frigo Bridge Damage

Prior to leaving the project site, we will review all notes and the bridge inspection forms to ensure that the information gathered is complete and accurate. We will also check all photographs taken to ensure clarity and that all necessary photographs were taken. Cameras will be downloaded daily so photos are not accidentally lost or deleted.

Moveable Inspections

Bridge B-05-311, Main Street over the Fox River is a 5 span, 770-foot-long bridge. Four of the five spans have prestressed concrete superstructures. The remaining span consists of twin bascule leafs. This moveable span requires an inspection every 12 months. All of the structural, mechanical, hydraulic and electrical components for the bridges will be inspected.

Collins certified team leaders will perform the moveable bridge inspection in accordance with Wisconsin DOT procedures. Mr. Schroeder is our proposed moveable team leader. He is a Civil/Structural Engineer with over 20 years of experience in structural engineering. He has performed over 2,000 routine, moveable, fracture critical, and underwater bridge inspections for various DOTs and local government agencies. As part of these previous inspections, he has prepared inspection reports, condition assessments, maintenance recommendations, and calculated load ratings. His inspection capabilities are supplemented by being an American Welding Society Certified Welding Inspector (CWI) and a Society of Professional Rope Access Technicians (SPRAT) Level II certified climber. In the unlikely event that Mr. Schroeder is not available, Collins has a second moveable team leader, Mr. Terrence Browne. This depth of staffing for this specialty inspection provides the City with confidence that Collins will successfully complete the work.

- Structural Inspection will include all accessible portions of superstructure and substructure elements within the movable spans. The inspections will identify and quantify any damage, cracking, settlement, steel corrosion, and deteriorated concrete as applicable.

- **Electrical Inspection** - The proposed inspection will be cursory in nature following WisDOT procedures. The electrical components and panels will be visually inspected and operationally tested for proper operation by our subcontractor (anticipated to be Faith Technologies) electricians. Faith electricians will open up panels, operate equipment in conjunction with our inspection. Bridge operators will perform bridge operations during the inspection for evaluation. Major components to be inspected will include traffic gates, traffic barriers, navigation lighting, traffic control signals, relays, contactors, starters, panels, control consoles, electric motors, shoe brakes, conduit, wiring, droop cables, submarine cables, service lighting & receptacles, span position equipment, and limit switches.
- **Engine Generator Inspection** - will include if applicable, an operational check of the system, inspection of housings, fuel tanks, batteries, switches and other components.
- **Hydraulics Inspection** - will include if applicable, inspection and ratings of any accumulators, valves, hydraulic cylinders, pumps, rotary motors, plumbing, hydraulic fluids and other components.
- **Mechanical Inspection** - The proposed inspection will be cursory in nature following WisDOT procedures. The existing machinery has numerous locations at which wear occurs and can be measured. Points of observable wear are at the gear tooth meshes and measurable wear occurs at the shaft journal to bearing bushing interfaces.



MOVABLE INSPECTIONS

- Movable inspection will be performed on B-05-0311 in 2021 and 2022.

Movable inspection includes electrical, engine generator, hydraulic, and mechanical reports per WisDOT requirements.

Collins will produce and input detailed element-level reports into the Wisconsin Highway Structure Information System (HSIS) for the applicable structural portions of the bridge.

WisDOT Form's for moveable bridges will also be completed and submitted along with the typical structural inspection report. Moveable bridge forms include:

- DT Form 2014, Moveable Bridge Electrical Inspection Report
- DT Form 2015, Moveable Bridge Engine Generator Inspection Report
- DT Form 2016, Moveable Bridge Hydraulic Inspection Report
- DT Form 2017, Moveable Bridge Mechanical Inspection Report

Each report generated for this project will be reviewed by the team leader who participated in the inspection and will be sealed by those with responsible charge over the work.

Collins will utilize the inspection results for each bridge and the record of observed defects to evaluate the functional components. This evaluation may include comparisons against past records, judgments, and/or extrapolations. Evaluation results will be included in the inspection report, and recommendations for maintenance and repairs will be provided for both bridges, as appropriate, that will extend the structure's service life.

Fracture Critical Inspection

Bridge B-05-311, Main Street over the Fox River is a 5 span, 770-foot-long fracture critical bridge. Four of the five spans have prestressed concrete superstructures. The remaining span consists of twin bascule leafs that contain Fracture Critical Members (FCMs). In addition to a routine inspection, bridges with FCMs require a fracture critical inspection every 24 months. Collins certified team leaders will perform the up close and tactile fracture critical inspections with access provided by a WisDOT supplied snooper vehicle.

Many of the defects (cracking etc.) in steel members emanate in, and around, stress concentrations due to welding components together. Collins' proposed fracture critical team leader is a Certified Weld Inspector (CWI). Additionally, these same defects often require the use of non-destructive testing (NDT) equipment to supplement the inspection. Collins owns and knows how to use any needed NDT equipment to complete this work.

WisDOT requires team leaders who perform fracture critical inspections to have taken and passed *NHI Course 130078, "Fracture Critical Inspection Techniques for Steel Bridges"*. All of Collins proposed team leaders have taken and passed this course and are **certified by WisDOT to perform fracture critical inspections**. Additionally, Collins has taught this course nationwide on a regular basis as a consultant for the FHWA.



Main Street over Fox River

FRACTURE CRITICAL INSPECTIONS

The Collins Team has:

- Team Leaders who have successfully completed the NHI Course 130078
- Team leaders certified by WisDOT to perform fracture critical inspections
- A local program manager who has regularly taught NHI Course 130078
- Certified Weld Inspectors

Post Flood Inspection(s)

Bridge B-05-154, East Mason Street over the East River is a 2 span, 170-foot-long continuous steel deck girder bridge. Due to high water levels, the river has contacted the deck girders in the past. Should the City's probe indicate water levels have reached the girders, the bridge will require a post flood inspection prior to re-opening the structure to traffic. Collins will perform this inspection as an interim inspection on an as-needed basis.

Collins certified team leaders will perform the interim inspection by completing a hydrographic survey of the channel to compare the current channel to the 2020 underwater dive inspection hydrographic survey, as well as perform a cursory inspection of accessible above water components. The field inspection will be completed within 24 hours of notice of a high-water event.



East Mason St over East River

DOCUMENTATION AND REPORTING

Inspection data acquired in the field will be documented while on-site in a Field Inspection Booklet specially prepared for each bridge site. The Field Inspection Booklet will contain forms for recording all structural deficiencies, and relevant condition information. These forms will be supplemented by sketches drawn in the field that graphically depict typical and anomalous conditions. Furthermore, the Field Inspection Booklets will contain a checklist that must be completed prior to leaving the bridge site. This checklist is a quality assurance tool used to ensure that each bridge is evaluated thoroughly, uniformly, and cost effectively.

Field measurements and photographs will be taken of any condition that warrants the re-rating of a structure for load carrying capacity and or highlights the observations noted during the applicable inspections performed at each site. Additionally, WisDOT requires photographic records of any significant defects (e.g. Condition State 3 or 4) discovered during routine inspections. The Collins team will contact the City as soon as possible if any critical rating is found and provide written and photographic documentation as soon as practical.

Collins will also take the various general photographs required for each inspection. The general photos include roadway approach views, upstream and downstream waterway views, bridge elevations, substructure and deck underside photos.

INSPECTION REPORT PREPARATION AND RECOMMENDATIONS

Collins will prepare a comprehensive inspection report which documents the overall condition of each bridge element inspected. Our staff will include sketches prepared as necessary to detail specific findings that may require substantiation. A separate report will be prepared for each bridge. All required inspection forms appropriate to the type of inspection required will be completed and entered in HSIS.

MAINTENANCE RECOMMENDATIONS

Bridge maintenance and safety are key issues that governments face daily. Major unforeseen repair costs, inconvenience to the traveling public and the safety of the public are important considerations for bridge owners. The Collins Team understands the consequences of failures in undetected parts of bridge structures, and we appreciate the insights gained and the problems that can be avoided simply by having a fully integrated picture of the structure in question.

The structure inspection process is the foundation of the entire structure management system. Information obtained during the inspection process is used for determining needed maintenance and repairs, for prioritizing rehabilitations and replacements, and for allocating resources. For each bridge inspected, Collins will document and input into HSIS any detailed element-based preventative maintenance actions and recommendations required for each bridge.

TRAFFIC CONTROL, INSPECTION ACCESS, AND SUPPORT EQUIPMENT

To ensure the safety of our inspection teams and the traveling public, Collins will carefully conduct and coordinate any required traffic control with the City, sub-consultants, CN Railroad, and law enforcement agencies. All lane closures will follow City and MUTCD requirements. Having completed these inspections in previous years, Collins is familiar with what each agency will require and the advance notice needed to coordinate access. We understand that residents expect the bridges to be available and closures have an impact on the public.

Collins understands that three of the City's bridges will require use of a WisDOT provided snoopers / reach-all truck to provide for access to the underside of bridges. Our inspections for these structures will be scheduled to work with the availability of WisDOT operators and equipment. Additionally, Collins will provide for and schedule any needed traffic control at these structures or other structures. Per City requirements, closure will be scheduled between 9:00 am and 3:30 pm.

Collins owns and maintains a complete inventory of inspection equipment to support this project including inspection vehicles, boats, ladders, waders, non-destructive testing equipment, sounding hammers, tape measures, rulers, sounding poles, digital cameras, personal protective equipment and various other equipment necessary to complete the work for this project.



Collins staff working with WisDOT staff

Collins may, however, also request the use of the City-owned barge in order to complete the inspection of six bridges along the East River.

NOTIFICATIONS AND COORDINATION

Our proposed Local Inspection Manager, Mr. Steve Miller, will be the City's single point-of-contact and is available to respond quickly to the City's needs. We are fully confident in our staff's ability to achieve the City's objectives on this project, and we recognize the necessity of close coordination with all parties including WisDOT, railroads, industry, the USCG, local law enforcement and others.

Collins will work closely with the City of Green Bay in preparing the final inspection schedule, and we will keep the City informed of our progress. Should field inspection operations reveal conditions that are judged unsafe or critical by the Bridge Inspection Team Leader, the Team Leader will immediately notify the City's Project Manager and others as required. Each field crew is equipped with a cellular telephone to facilitate this notification.

QUALITY CONTROL/QUALITY ASSURANCE

Collins understands the importance of quality bridge inspections to accurately rate the condition of each bridge. Information obtained during these inspections is used in determining needed maintenance and repairs. The prioritization and allocation of multi-million-dollar rehabilitation and replacement projects are sometimes made based solely on inspection data. The accuracy and consistency of the inspection and documentation is vital for ensuring public safety and determining programming and funding for bridge inspection programs.

Collins has a companywide Quality Assurance Manual. This manual covers a wide variety of topics, including our quality assurance organization, management responsibilities, document control, project plans and other information. These procedures are used by Collins staff on all assignments to ensure that the project deliverables are completed correctly. In addition, Collins as the prime consultant, will verify that our subconsultants work follow the same quality control standards. If requested, a copy of this document will be provided to the City of Green Bay.

As Collins' Local Inspection Manager, Mr. Miller will be responsible for oversight of the project. He will have the responsibility of ensuring that this project is performed efficiently and effectively. It will be his responsibility to ensure that all inspection dates, coordination is being performed and that the quality control and assurance procedures are being performed. He will be the point of contact for Collins' services.





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FIRM / TEAM QUALIFICATIONS

Ensuring the safety of the traveling public and maintaining the reliability of the bridge infrastructure are the primary goals of the national bridge inspection program.. Collins has assembled a team with the skill and experience necessary to assist the City in completing inspections of its bridges. Our team includes Faith Technologies, Inc. who has provided quality electrical inspections on numerous moveable bridges in the Fox Valley and surrounding municipalities.

COLLINS ENGINEERS, INC.

Collins is a multi-disciplinary engineering firm specializing in structural inspections, load ratings, design and analysis. Our bridge inspection experience includes NBI and element level inspections; fracture critical inspections; underwater dive inspections, emergency inspections; and in-depth inspections for analysis.



Our staff is familiar in managing projects with varying complexity, from single bridge inspections to large statewide inspection projects that include several hundred bridges. Collins also has experience in managing municipal bridge inspection programs in Wisconsin.

Collins is a recognized national leader in bridge inspection techniques as evidenced by our long-standing contracts with FHWA and various state agencies to develop and provide training to state, municipal, and consultant inspectors. Collins' instructors have extensive experience in adult learning techniques and the technical competence to conduct in-depth training. More importantly, they are active inspectors in the field, passing along their knowledge to other team members and contributing to the successful completion of projects. Collins has developed or provided training for the following courses:

<i>Course</i>		<i>Developed</i>	<i>Trained</i>
NHI 130078	Fracture Critical Inspection Techniques for Steel Bridges		◆
NHI 130099A	Bridge Inspection Nondestructive Evaluation Seminar (BINS)	◆	◆
NHI 134029	Bridge Maintenance Training		◆
NHI 134067	Inspection of Bridge Rehabilitation Projects	◆	◆
NHI 130091A	Underwater Bridge Inspection	◆	◆
NHI 130091B	Underwater Bridge Repair, Rehab and Countermeasures	◆	◆
Wisconsin DOT	Bridge Inspection Update for Element Level Inspections	◆	◆
Wisconsin DOT	Bridge Construction Inspection	◆	◆

D PROJECT EXPERIENCE

CITY OF GREEN BAY BRIDGE INSPECTIONS

Owner	Contact	Location	Dates
City of Green Bay	Steve Grenier, Director of Public Works (920) 448-3100	Green Bay, Wisconsin	2014, 2015, 2016, 2019, 2020

Collins performed the routine above water and underwater inspection of five bridges and the fracture critical inspection of the Main Street over the Fox River in the City of Green Bay in 2014. Again in 2016 and 2020, Collins performed the routine inspection of all 29 City bridges and the fracture critical inspection of the Main Street over the Fox River. The inspections included probing and underwater inspection, profile development, and fracture critical inspections in conformance with NBIS requirements, the current AASHTO Manual for Bridge Element Inspection, and the State of Wisconsin Bridge Maintenance and Inspection Manual. Structure types consisted of a two-leaf steel bascule bridge; prestressed concrete box girders; steel deck girders and many other types. In addition to inspections, a Ground Penetrating Rad (GPR) investigation and Load Rating of the Henry Street Bridge over Baird Creek (P-05-591) was performed.

Collins inspections on City of Green Bay Bridges

2020	2019	2016	2014
29	5	29	5
Bridges	Bridges	Bridges	Bridges



WISCONSIN DEPARTMENT OF NATURAL RESOURCES BRIDGE INSPECTIONS

Owner	Contact	Location	Dates
Wisconsin Department of Natural Resources	Jessica Peterson, Project Manager (920) 662-5132	Green Bay, Wisconsin	2019, 2020

Collins completed the routine bridge inspections for 300 NBI route and trail bridges owned by the Wisconsin Department of Natural Resources (DNR). Inspection types included routine and underwater, as well as underwater probing and profile development activities. Structure types included timber, steel, and concrete.

Collins conducted a detailed field review and visual inspection of each bridge. NBI and Element level ratings were assigned to each element on the bridge in accordance with DNR requirements.

Field measurements and photos of conditions warranting where critical conditions were encountered. Typical photos for all bridges and representative photos for condition state 3 and 4 elements were also provided. For each structure, inspection data, photos, and other information were entered into a DNR developed inspection form, as well as Wisconsin HSIS when applicable.



BROWN COUNTY BRIDGE INSPECTIONS

Owner	Contact	Location	Dates
Brown County DPW	William Berg, Project Manager (920) 662-2171	Howard, Wisconsin	2018

Collins completed the routine bridge inspections for 73 bridges owned by Brown County and municipalities within Brown County, WI. Inspection types included routine, interim, and fracture critical inspections, as well as underwater probing and profile development activities.

Collins conducted a detailed field review and visual inspection of each bridge. NBI and Element level ratings were assigned to each element on the bridge in accordance with the NBIS and WisDOT Manual.



Field measurements and photos of conditions warranting the re-rating of a bridge for load carrying capacity or where critical conditions were encountered, were also made. Typical photos for all bridges and representative photos for condition state 3 and 4 elements were also provided. For each structure, inspection data, photos, and other information were entered into the Wisconsin HSIS.

CITY OF MANITOWOC MOVEABLE INSPECTIONS

Owner	Contact	Location	Dates
City of Manitowoc	Gregory Minikel, Project Manager (920) 686-6910	Manitowoc, Wisconsin	2020

Collins performed the inspection of four moveable bridges in Manitowoc, Wisconsin. All work was performed in accordance with the Wisconsin Structure Inspection Manual and was led by a Wisconsin Certified Inspection Team Leader.

Inspection reports including all applicable Wisconsin moveable DT forms were prepared and entered into the Wisconsin Highway Structure Inspection System (HSIS) and a summary of reports were sent to the City along with a summary of repair recommendations. An electrical inspection was performed by Faith Technologies as a subconsultant to Collins.



MILWAUKEE COUNTY BRIDGE PROGRAM

Owner	Contact	Location	Dates
Milwaukee County Dept. of Transportation	Andrea Weddle-Henning, Project Manager (414) 257-5929	Milwaukee, Wisconsin	2011 - Present

Collins provided the overall management and inspection of Milwaukee County's bridges. Collins work included coordination with Milwaukee County, WisDOT, FHWA and local municipalities to assure that the inspection and inventory of the county's structures was in accordance with state and federal requirements. Work also included scheduling of inspections, preparation of bridge program funding applications, QA/QC of local inspection programs, bridge file administration, monthly progress meetings and other related work.



For the bridge inspection task, Collins performed the routine and other inspections of 106 County owned bridges during the last four inspection cycles. All inspection and inventory information were entered into the WisDOT HSI System. Collins also inspected and developed a database for the county's monotube signal structures. In addition to the inspection tasks, we ensured that all 265 bridges located in 14 municipalities within Milwaukee County were inspected and reported within FHWA guidelines and provided on-call load rating and structural engineering services to Milwaukee County.

CITY OF TWO RIVERS BRIDGE INSPECTIONS

Owner	Contact	Location	Dates
City of Two Rivers	Scott Ahl, Department of Public Works (920) 793-5539	Two Rivers, Wisconsin	2006 - 2018

Collins has provided the City of Two Rivers with bridge inspection services on City-owned bridges for several inspection cycles. Services have included routine, fracture critical, moveable and underwater inspections. All inspection findings were input into the HSIS system for WisDOT.

Collins inspections on City of Two Rivers Bridges

2018	2016	2015	2012
4 Bridges	4 Bridges	4 Bridges	3 Bridges
2011	2010	2008	2006
3 Bridges	4 Bridges	4 Bridges	4 Bridges



CITY OF APPLETON BRIDGE INSPECTIONS

Owner	Contact	Location	Dates
City of Appleton	Chad Weyenberg, Project Manager (920) 832-5580	Appleton, Wisconsin	2015 - 2020

Collins has provided various types of bridge inspections for the City of Appleton under three contracts including:

- Inspection of two movable bridges for five (5) years with Faith Technologies Inc. as the electrical subconsultant (2016 – 2020)
- Underwater inspection of 11 bridges (2015). Level I / II inspections were performed utilizing scuba equipment.
- Routine, fracture critical and interim inspections of 48 bridges and structures in 2016 and 2018.
- Services include bridge inventory updates, 5-year maintenance plan recommendations and other work. Inspections included underwater probing and profile development activities. For each structure, inspection data and photos were entered into the Wisconsin HSIS.
- Collins coordinated with WisDOT as needed to utilize their snoopers vehicle for bridges that required this type of access. Likewise, Collins owned boats were used when necessary to inspect under bridge elements where wading was not possible.



E TEAM MEMBERS

Collins has carefully selected the most qualified experts to serve on this City of Green Bay project. Each selected team member lives and works in Wisconsin, has demonstrated technical expertise in bridge inspection and thoroughly understands the work to be done. The following individuals are proposed for this project.

STEVEN J. MILLER, P.E. -COLLINS		Local Inspection Manager	
Education B.S., Civil Engineering, Michigan Technological University, 1986 A.A.S., Engineering Science, Monroe Community College, 1984 Additional Studies: Masters Level Courses in Structural Stability and Project Management		Training ▪ WisDOT Bridge Inspection Update Training, 2014 ▪ FHWA-NHI Course 130053 Bridge Inspection Refresher Training, 2018 ▪ FHWA-NHI Course 130078 – Fracture Critical Inspection Techniques for Steel Bridges, 2013 ▪ FHWA-NHI Course 130055 – Safety Inspection of In-Service Bridges (80-Hr.), 2004 ▪ FHWA-NHI Course 130099A – Bridge Inspection Nondestructive Evaluation Seminar (BINS), 2016	
Years of Experience – 32			
Professional Engineer Wisconsin			
Certifications WisDOT Bridge Inspection Team Leader WisDOT Bridge Inspection Program Manager			

Mr. Miller is proposed as Collins Local Inspection Manager for this project. Steve has over 32 years of experience, nearly all of which relates to bridge design and inspection. He has designed nearly 100 bridges either for rehabilitation or replacement. His most recent bridge inspection experience includes the overall management of Milwaukee County's bridge inspection program, including overseeing municipal and consultant bridge inspections, quality assurance / quality control, bridge funding and other work. His recent experience also includes management of bridge inspection work for the Brown County, the City of Appleton and the City of Two Rivers bridge inspection projects. These projects include routine, fracture critical, moveable and underwater diving bridge inspections. During his career he has inspected numerous bridges and has a firm understanding of the technical and operational aspects of bridge inspection work. Mr. Miller is also is a certified instructor who has regularly taught NHI Course 130078, Fracture Critical Inspection of Steel Bridges and other NHI bridge inspection courses.

As a project manager he has proven experience in managing a project from start to finish. Steve will be the City's single point of contact and will be available to respond quickly to the City's needs. Because the City's satisfaction is of utmost importance to our team, he will make coordination and responsiveness to the City his top priorities.

We are fully confident in our team's ability to satisfy the City's objectives on this project, and we recognize the necessity of close coordination with all project team members. Steve will be responsible for developing the project work plan, coordinating the inspection teams' tasks, controlling and monitoring the progress of the project, and assuring that the project is performed to the satisfaction of the City of Green Bay.



BRIAN SCHROEDER, P.E.- COLLINS

Inspection Team Leader / Moveable

Education

M.S., Welding Engineering, Ohio State University, 2012
B.S., Civil Engineering, North Dakota State University, 1999

Years of Experience – 20

Professional Engineer

Wisconsin

Certifications

WisDOT Certified Bridge Inspection Team Leader
AWS Certified Welding Inspector (#07030611)

Training

- FHWA-NHI Course 130053 – Bridge Inspection Refresher Training (3-Day), 2019
- FHWA-NHI Course 130091 – Underwater Bridge Inspection, 2011
- FHWA-NHI Course 130087 – Inspection and Maintenance of Ancillary Highway Structures, 2011
- FHWA-NHI Course 135047 – Stream Stability and Scour at Highway Bridges for Bridge Inspectors, 2009
- FHWA-NHI Course 130078 – Fracture Critical Inspection Techniques for Steel Bridges, 2008
- FHWA-NHI Course 130055 - Safety Inspection of In-Service Bridges (80-Hr.), 2002

Mr. Schroeder is a Civil/Structural Engineer with over 20 years of experience in structural engineering. He has performed over 2,000 routine, moveable, fracture critical, and underwater bridge inspections for various DOTs and local government agencies. As part of these inspections, he has prepared inspection reports, condition assessments, maintenance recommendations, and calculated load ratings. His inspection capabilities are supplemented by being an American Welding Society Certified Welding Inspector (CWI) and a Society of Professional Rope Access Technicians (SPRAT) Level II certified climber.

In addition to bridges, Mr. Schroeder has experience assessing the condition of dams, hydraulic steel structures, pedestrian bridges, retaining walls, and bleachers. For these structures, their condition was reported using forms Mr. Schroeder developed and supplemented with an extensive log of photos.

JON WITTROCK, P.E.- COLLINS

Inspection Team Leader/ Project Manager

Education

B.S., Civil Engineering, Marquette University, 2010

Years of Experience – 11

Professional Engineer

Wisconsin

Certifications

WisDOT Certified Bridge Inspection Team Leader
AWS Certified Welding Inspector (#14041471)
Society of Professional Rope Access Technician (SPRAT) – Level I

Training

- WisDOT Bridge Inspection Update Training, 2019
- Nondestructive Testing ASNT Certified – Limited Level II Ultrasonic Testing, 2015
- FHWA-NHI Course 130078 – Fracture Critical Inspection Techniques for Steel Bridges, 2012
- FHWA-NHI Course 130053 - Bridge Inspection Refresher Training, 2013
- FHWA-NHI Course 130055 – Safety Inspection of In-Service Bridges (80-Hr.), 2015
- FHWA-NHI Course 130091 – Underwater Bridge Inspection, 2013
- FHWA-NHI Course 130099A – Bridge Inspection Nondestructive Evaluation Seminar (BINS), 2016

Mr. Wittrock is a Civil/Structural Engineer with 11 years of experience in performing underwater bridge inspections; routine and in-depth above water bridge inspection; ancillary sign structure inspection; waterfront inspections; and miscellaneous structural steel inspections. His inspection capabilities are supplemented by being a Certified Welding Inspector as well as Level II Ultrasonic Testing certified. Climbing inspections are supplemented by being certified at Level II, by the Society of Professional Rope Access Technicians (SPRAT).



EUGENE HIETPAS- COLLINS

Inspection Team Leader

Education

B.S., Civil Engineering, University of Wisconsin - Platteville, 2002

Years of Experience – 18

Certifications

WisDOT Certified Bridge Inspection Team Leader

Training

- FHWA-NHI Course 130112A – NDE for Concrete Bridge Elements, 2020
- FHWA-NHI Course 13011 – Nondestructive Evaluation Fundamentals for Bridge Inspection, 2020
- FHWA-NHI Course 130055 – Safety Inspection of In-Service Bridges (80-Hr.), 2020
- FHWA-NHI Course 130087 – Inspection and Maintenance of Ancillary Highway Structures, 2019

Mr. Hietpas has over 18 years of experience as a project manager and a construction inspector on WisDOT projects. His experience as a project manager includes work on small to medium bridge projects, underwater scour repair projects, noise wall projects, urban retrofit projects, and medium reconstruction projects. In the past six years, Mr. Hietpas has been the Project Lead for numerous roadway construction projects in northeast Wisconsin. Throughout these projects, he has been a part of 65 bridge structures including slab spans, tube girder, steel girder and structures built on prestressed concrete girders. Mr. Hietpas' role in bridge construction supplements his experience as a Wisconsin bridge inspection team leader. In the last several years, Mr. Hietpas has experience assessing the condition of bridges throughout Wisconsin for the Wisconsin Department of Transportation, the Wisconsin DNR, as well as numerous local municipalities.

ADDITIONAL STAFF

In addition to our local inspection manager and team leaders, Collins has numerous inspection team members both locally and companywide who are available to supplement our inspection team as needed. Collins has over 250 employees' company-wide including 36 in Wisconsin. Collins' staff includes:

CERTIFICATIONS	Number of Staff	
	WI OFFICES	COMPANYWIDE
NBIS Bridge Inspection Team Leaders	8	79
Fracture Critical Team Leaders	5	66
Certified Welding Inspector (CWI)	5	12
SPRAT Rope Access Certified	3	26

COMMITMENT OF STAFF

There are many factors that have an influence on a project's success. The ultimate measure of a project's success, however, is client satisfaction, and the City of Green Bay's satisfaction will be a top priority. We understand that project success starts with staffing a quality team and we are committing the above individuals to the City. As Collins' Local Inspection Manager, Mr. Miller will be responsible for the oversight and quality of the project. He will have the responsibility to ensure that this project is performed both efficiently and effectively. It will be his responsibility to ensure not only that the project team is *"doing the right things,"* but to ensure that the project team *"does things right the first time."* Per your anticipated schedule, our team members shown above are available and committed to this project starting in February 2021.

F SCHEDULE

The early planning of this project will be critical to completing the project on time. One of the first tasks that will be completed by our project manager will be to arrange for the moveable inspection and reporting on the Main Street Bridge (B-05-311). This inspection must be completed by the end of March 2021. Likewise, the 2021 and 2022 routine inspection work will be planned and scheduled well in advance of our team's mobilization for the field work.

Based on the RFP for the project, it is estimated that a contract will be awarded in early February 2021, and all work shall be completed by late-November 2022. For the purposes of this proposal, bridges were partitioned into several groups based on various factors including previous inspection dates, WisDOT reach-all availability, and other factors. The timeline provided below is based on this information and other noted factors.

Work Task/Deliverables	Date
Contract Award	February 5, 2021
Begin Moveable and 2021 Routine Bridge Inspection Planning	Week of February 15, 2021
Moveable Inspection of Main Street Bascule Bridge Work Group 2 (B-05-311)	Week of March 15, 2021
Submit Inspection Report of Main Street Bascule Bridge Work Group 2 (B-05-311)	March 31, 2021
Mobilize for 2021 Routine Bridge Inspection Work Group 1 (007, 008, P-05-719, P-05-721, P-05-728, & P-05-731)	October 4, 2021
Submit Inspection Reports for 2021 Routine Work Group 1- including P-05-0728 Scour POA	October 29, 2021
Mobilize for 2022 Routine Bridge Inspection Work Group 4 (30 Bridges)	October 3, 2022
Submit Inspection Reports for 2020 Routine Work Group 4 including P-05-0718 Scour POA (30 Bridges)	October 31, 2022
Moveable Inspection of Main Street Bascule Bridge Work Group 5 (B-05-311)	Week of March 7, 2022
Submit Inspection Report of Main Street Bascule Bridge Work Group 5 (B-05-311)	March 31, 2022
As-needed Post-Flood Inspection Group 3 and Group 7 (B-05-154)	As-Needed (within 24 hours of notice of high water event)

The schedule shown is tentative and depends on weather, City equipment and WisDOT operators and equipment. Regardless of those factors, Collins will strive to meet the City's schedule and we expect no issues with completing our work within the allotted schedule.

G FEE COMPUTATION

Collins estimated costs for performing this work are a maximum actual fee, not to exceed \$51,170.00 (\$46,850 if six 2022 bridges are excluded from the contract). A schedule of costs, including the costs of labor, expenses and other direct costs are included as an attachment to this proposal. Our cost estimate is based on the following assumptions:

- Routine Inspection work will be completed with a two-person inspection team.
- Moveable inspections will be completed with a two-person inspection team supplemented by subconsultants
- Underwater profile activities are required for 6 bridges (per WisDOT HSIS)
- Hotel and per-diem costs are based on GSA government rates for Green Bay, Wisconsin.
- Coordination with railroads including railroad flagging will be required. Costs for railroad flagging and permitting are estimated to be \$2,100 based on one 8-hour day of flagging and permit costs.
- Collins will coordinate with WisDOT to schedule a WisDOT owned/operated reach-all truck for inspection of Bridges (B-05-0311, B-05-0018 & B-05-0225) in 2022.

H HOURLY FEE SCHEDULE

Collins hourly fee schedule is included in the cost estimate attachment to this proposal.

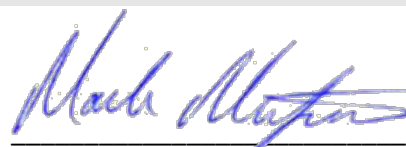
I EXCEPTIONS OR ADDITIONS

Collins currently carries \$5,000,000 per claim/\$10,000,000 aggregate limits on our Professional Liability in order to meet the requirements of some of our clients. Our professional liability carrier does not offer a deductible lower than \$250,000 for these limits.

J PROPOSAL SIGNATURE



Steven J. Miller, P.E.
Assistant Regional Manager/ Local Inspection Manager



Mark J. Mutziger, P.E.
Vice President – Regional Manager



**PROJECT COST ESTIMATE
(INCLUDING HOURLY FEE SCHEDULE)**

Consultant Contract Fee Breakdown
2021/2022 Bridge Inspections
City of Green Bay, WI

2021

Quantity	Inspection Type	Unit Price	Total Cost
4 EA	Routine Bridge Inspections	\$730.00	\$2,920.00
2 EA	Non-HSI Routine Bridge Inspections	\$680.00	\$1,360.00
1 LS	Moveable Bridge Inspection	\$7,240.00	\$7,240.00
1 EA	Scour Plan of Action	\$580.00	\$580.00
2021 Inspection Total Cost			\$12,100.00

2022

Quantity	Inspection Type	Unit Price	Total Cost
30 EA	Routine Bridge Inspections	\$720.00	\$21,600.00
6 EA	UW-Profiles	\$150.00	\$900.00
1 EA	Fracture Critical Inspection	\$6,680.00	\$6,680.00
1 EA	Moveable Bridge Inspection	\$7,240.00	\$7,240.00
1 EA	Scour Plan of Action	\$580.00	\$580.00
2022 Inspection Total Cost			\$37,000.00

2022 Routine Inspection Extension (Deduct)

Quantity	Inspection Type	Unit Price	Total Cost
6 EA	Routine Bridge Inspections	(\$720.00)	(\$4,320.00)
Post Flood Inspection (Per Occurance)			(\$4,320.00)

As Needed - Post Flood Inspection

Quantity	Inspection Type	Unit Price	Total Cost
1 EA	Post Flood Inspection B-5-154	\$2,070.00	\$2,070.00
Post Flood Inspection (Per Occurance)			\$2,070.00

Project Total	\$51,170.00
Total minus Extension Deduct	\$46,850.00

Consultant Contract Fee Breakdown (Hours + Direct Costs)

2021/2022 Bridge Inspections

City of Green Bay, WI

2021

Quantity	Inspection Type	Labor	Miles	Mileage Cost (\$0.56/mile)	Days Per Diem	Per Diem Cost (\$55/day)	Hotel Nights	Hotel Cost (\$100/night)	Miscellaneous Items*	Miscellaneous Item Description	Unit Cost
4 EA	Routine Bridge Inspections	\$2,904.08	30	\$16.80	0	\$0.00	0	\$0.00	\$0.00		\$730.00
2 EA	Non-HSI Routine Bridge Inspections	\$1,339.92	20	\$11.20	0	\$0.00	0	\$0.00	\$0.00		\$680.00
1 LS	Moveable Bridge Inspections	\$5,254.24	660	\$369.60	4	\$220.00	2	\$200.00	\$1,200.00	Electrical Sub-consultant	\$7,240.00
1 EA	Scour Plan of Action	\$575.32	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00		\$580.00
2021 Inspection Total Cost		\$10,073.56	710	\$397.60	4	\$220.00	2	\$200.00	\$1,200.00		

2022

Quantity	Inspection Type	Labor	Miles	Mileage Cost (\$0.56/mile)	Days Per Diem	Per Diem Cost (\$55/day)	Hotel Nights	Hotel Cost (\$100/night)	Miscellaneous Items	Miscellaneous Item Description	Unit Cost
30 EA	Routine Bridge Inspections	\$16,685.28	200	\$112.00	0	\$0.00	0	\$0.00	\$4,750.00	Traffic Control, Railroad Permitting	\$720.00
6 EA	UW-Profiles	\$885.92	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00		\$150.00
1 EA	Fracture Critical Inspection	\$3,892.92	290	\$162.40	4	\$220.00	2	\$200.00	\$2,200.00	Traffic Control	\$6,680.00
1 EA	Moveable Bridge Inspections	\$5,254.24	660	\$369.60	4	\$220.00	2	\$200.00	\$1,200.00	Electrical Sub-consultant	\$7,240.00
1 EA	Scour Plan of Action	\$575.32	0	\$0.00	0	\$0.00	0	\$0.00	\$0.00		\$580.00
2022 Inspection Total Cost		\$27,293.68	1150	\$644.00	8	\$440.00	4	\$400.00	\$8,150.00		

As Needed - Post Flood Inspection

Quantity	Inspection Type	Labor	Miles	Mileage Cost (\$0.56/mile)	Days Per Diem	Per Diem Cost (\$55/day)	Hotel Nights	Hotel Cost (\$100/night)	Miscellaneous Items	Miscellaneous Item Description	Unit Cost
2 EA	Post Flood Inspection B-5-154	\$3,576.80	480	\$268.80	0	\$0.00	0	\$0.00	\$300.00	15' Boat Rental	\$2,070.00
Post Flood Inspection (Per Occurance)		\$3,576.80	480	\$268.80	0	\$0.00	0	\$0.00	\$300.00		

Summary of Staff Hours and Direct Labor Costs
2021/2022 Bridge Inspections
City of Green Bay, WI

Classification		Project Manager		Movable Team Leader		Avg Team Leader		Avg Team Member			
Avg. Hourly Wage		\$253.68		\$175.72		\$132.36		\$91.88		Total Direct Labor	
Task	Activity Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
2021 Routines	Inspection	0	\$0.00	0	\$0.00	8	\$1,058.88	8	\$735.04	16	\$1,793.92
	Reporting	0	\$0.00	0	\$0.00	2	\$264.72	4	\$367.52	6	\$632.24
	QA/Admin	1	\$253.68	0	\$0.00	0	\$0.00	0	\$0.00	1	\$253.68
	Mob	0	\$0.00	0	\$0.00	1	\$132.36	1	\$91.88	2	\$224.24
2021 Non-HSI Routines	Inspection	0	\$0.00	0	\$0.00	3	\$397.08	3	\$275.64	6	\$672.72
	Reporting	0	\$0.00	0	\$0.00	1	\$132.36	2	\$183.76	3	\$316.12
	QA/Admin	0.5	\$126.84	0	\$0.00	0	\$0.00	0	\$0.00	0.5	\$126.84
	Mob	0	\$0.00	0	\$0.00	1	\$132.36	1	\$91.88	2	\$224.24
2021/2022 Moveable (Total)	Inspection	0	\$0.00	16	\$2,811.52	0	\$0.00	16	\$1,470.08	32	\$4,281.60
	Reporting	0	\$0.00	8	\$1,405.76	0	\$0.00	16	\$1,470.08	24	\$2,875.84
	QA/Admin	2	\$507.36	0	\$0.00	0	\$0.00	0	\$0.00	2	\$507.36
	Mob	0	\$0.00	12	\$2,108.64	0	\$0.00	8	\$735.04	20	\$2,843.68
2021/2022 Scour POA	Inspection	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Reporting	0	\$0.00	0	\$0.00	4	\$529.44	4	\$367.52	8	\$896.96
	QA/Admin	1	\$253.68	0	\$0.00	0	\$0.00	0	\$0.00	1	\$253.68
	Mob	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
2021/2022 Flood (per Occurance)	Inspection	0	\$0.00	0	\$0.00	8	\$1,058.88	8	\$735.04	16	\$1,793.92
	Reporting	0	\$0.00	0	\$0.00	2	\$264.72	4	\$367.52	6	\$632.24
	QA/Admin	1	\$253.68	0	\$0.00	0	\$0.00	0	\$0.00	1	\$253.68
	Mob	0	\$0.00	0	\$0.00	4	\$529.44	4	\$367.52	8	\$896.96
2022 Routine/Boat/Non-FC	Inspection	0	\$0.00	0	\$0.00	42	\$5,559.12	42	\$3,858.96	84	\$9,418.08
	Reporting	0	\$0.00	0	\$0.00	8	\$1,058.88	30	\$2,756.40	38	\$3,815.28
	QA/Admin	3	\$761.04	0	\$0.00	0	\$0.00	0	\$0.00	3	\$761.04
	Mob	0	\$0.00	0	\$0.00	12	\$1,588.32	12	\$1,102.56	24	\$2,690.88
2022 UW Profiles	Inspection	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
	Reporting	0	\$0.00	0	\$0.00	2	\$264.72	4	\$367.52	6	\$632.24
	QA/Admin	1	\$253.68	0	\$0.00	0	\$0.00	0	\$0.00	1	\$253.68
	Mob	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
2022 FC (B-5-311)	Inspection	0	\$0.00	0	\$0.00	6	\$794.16	6	\$551.28	12	\$1,345.44
	Reporting	0	\$0.00	0	\$0.00	3	\$397.08	6	\$551.28	9	\$948.36
	QA/Admin	1	\$253.68	0	\$0.00	0	\$0.00	0	\$0.00	1	\$253.68
	Mob	0	\$0.00	0	\$0.00	6	\$794.16	6	\$551.28	12	\$1,345.44
TOTAL:		10.5	\$2,663.64	36	\$6,325.92	113	\$14,956.68	185	\$16,997.80	344.5	\$40,944.04
										Total	\$40,944.04

Direct Expenses by Item
2021/2022 Bridge Inspections
City of Green Bay, WI

Inspection				
Item	Unit Amount	Unit Type	Rate	Total Expenses
				\$0.00
Mileage	2300	miles	\$0.560	\$1,288.00
Hotel	6	days	\$100.000	\$600.00
Per Diem	12	days	\$55.000	\$660.00
Boat Rental	2	Days	\$150.000	\$300.00
FAITH Technologies - Moveable Electrical	2	EA	\$1,200.000	\$2,400.00
Traffic Control Main Street	2	Single Lane Closure (EA)	\$1,100.000	\$2,200.00
Traffic Control - Atkinson over CNRR	1	Single Lane Closure (EA)	\$1,350.000	\$1,350.00
Traffic Control- Ashland over 6th Street	1	Single Lane Closure (EA)	\$1,300.000	\$1,300.00
Railroad Permitting Etc.	1	LS	\$2,100.000	\$2,100.00
TOTAL				\$12,198.00

SHEET TOTAL	\$12,198.00
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Consultant Direct Labor Rates
COLLINS ENGINEERS, INC.
City of Green Bay Bridge Inspections
Green Bay , WI
Brown County

Employee Name(a)	Classification(b)	Current Rate(c)	% Pay Increase(d)	New Pay Rate(e)	Date of Increase(f)	% Work at Current Rate(g)	% Work at Increased Rate(h)	Weighted Average Hourly Rate(i)	Overhead	Fixed Fee	Invoiced Rate
Steve Miller	Local Inspection Manager	\$81.84	3.00%	\$84.30	1/1/2022	25.00%	75.00%	\$ 83.69	\$ 151.20	\$ 18.79	\$253.68
Brian Schroeder	Movable Team Leader	\$57.11	3.00%	\$58.82	1/1/2022	50.00%	50.00%	\$ 57.97	\$ 104.73	\$ 13.02	\$175.72
Jon Wittrock	Team Leader 1	\$50.88	3.00%	\$52.41	1/1/2022	25.00%	75.00%	\$ 52.03	\$ 94.00	\$ 11.68	\$157.71
Marc Stern	Team Leader 2	\$38.27	3.00%	\$39.42	1/1/2022	25.00%	75.00%	\$ 39.13	\$ 70.70	\$ 8.79	\$118.62
Eugene Heitpas	Team Leader 3	\$39.64	3.00%	\$40.83	1/1/2022	25.00%	75.00%	\$ 40.53	\$ 73.23	\$ 9.10	\$122.86
Rich Miller	Team Leader 4	\$42.02	3.00%	\$43.28	1/1/2022	25.00%	75.00%	\$ 42.97	\$ 77.63	\$ 9.65	\$130.25
Matt Courtney	Team Member 1	\$31.42	3.00%	\$32.36	1/1/2022	25.00%	75.00%	\$ 32.13	\$ 58.05	\$ 7.21	\$ 97.39
Gonzalo Couto Lain	Team Member 2	\$27.86	3.00%	\$28.70	1/1/2022	25.00%	75.00%	\$ 28.49	\$ 51.47	\$ 6.40	\$ 86.36

Contract Completion Date: 12/31/2022

ADDENDUM NO. 1



Department of Public Works

ADDENDUM NO. 1

REQUEST FOR PROPOSAL – BRIDGE AND
STRUCTURE INSPECTION SERVICES 2021 & 2022

Engineering Division
Department of Public Works
City of Green Bay

January 14, 2021

Proposals due: January 22, 2021

This Addendum is issued to modify, explain or correct the original drawings and specifications and is hereby made part of the Contract Documents. This addendum must be signed and attached to the Consultant's proposal.

(Pages: 4 including cover sheet)

Consultant's Signature

SIGN AND ATTACH THIS ADDENDUM TO THE BIDDER'S PROPOSAL

James M. Brunette, P.E.
Assistant Director of Public Works

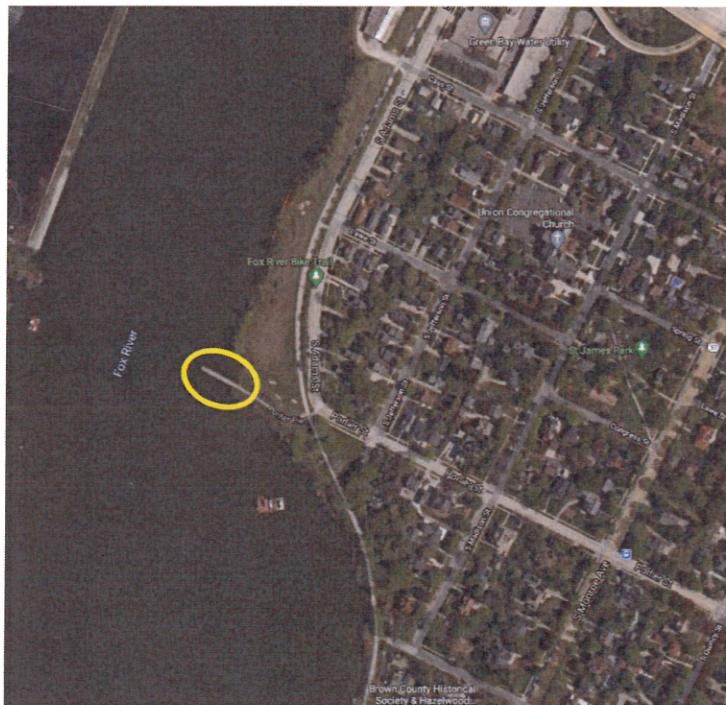
THE FOLLOWING ARE ANSWERS TO QUESTIONS RECEIVED IN RESPONSE TO THE REQUEST FOR PROPOSALS:

Q: Are load ratings anticipated as part of this Contract?

A: No load ratings are required.

Q: 007: Porlier Pier: The map calls out a railroad bridge further south of Porlier Street which structure needs to be inspected?

A: The map is labeled correctly. The old railroad bridge, 'Porlier Pier' is what is to be inspected.



Q: What level of reporting is required for the general inspection of non-HSI bridges 007 and 008 if they cannot be entered into HSI?

A: The consultant will be responsible for providing a general report of the structure. The report shall include a description of any maintenance items and their priority status. The report shall identify the general condition of the superstructure, deck, substructure and any other pertinent structure elements. The report shall also contain no fewer than 12 photos of each structure inspected.

THE FOLLOWING ARE REVISIONS AND CLARIFICATIONS TO THE SCOPE OF SERVICES IN THE REQUEST FOR PROPOSALS:

- Six (6) of the structures identified for routine inspections in 2022 are eligible for opting-in to qualify for extension of the routine bridge inspections from 24 months to 48 months. The City/County will be applying to extend the routine cycle of the following six (6) structures: B-05-0275: Baird Street over East River; B-05-0304: Morrow Street over Baird Creek; B-05-0314: Nicolet Drive (CTH A) over Mahon Creek; B-05-0315: Lake

Largo Drive over Mahon Creek; B-05-0317: Maloney Road over Wequiock Creek; B-05-0329: Main Street (USH 141/STH 29) over Baird Creek. If the extension is approved these structures would not require routine inspections until 2024; thus no longer requiring inspection as part of this Contract. A revised Consultant Contract Fee Breakdown with a deduct cost for the six (6) structures is attached to this addenda, A-4. In the event the routine inspections for these structures is extended the cost deduct from the Contract total shall apply.

Consultant Contract Fee Breakdown (Revised)

2021

Quantity	Inspection Type	Unit Price	Total Cost
4 EA	Routine Bridge Inspections	\$ /EA	\$
2 EA	Non-HSI Routine Bridge Inspections	\$ /EA	\$
1 LS	Moveable Bridge Inspection	\$ /LS	\$
1 EA	Scour Plan of Action	\$ /EA	\$
2021 Inspection Total Cost			\$

2022

Quantity	Inspection Type	Unit Price	Total Cost
30 EA	Routine Bridge Inspections	\$ /EA	\$
6 EA	UW-Profiles	\$ /EA	\$
1 EA	Fracture Critical Inspection	\$ /EA	\$
1 LS	Moveable Bridge Inspection	\$ /LS	\$
1 EA	Scour Plan of Action	\$ /EA	\$
2022 Inspection Total Cost			\$

2022 Routine Inspection Extension (Deduct)

Quantity	Inspection Type	Unit Price	Total Cost
6 EA	Routine Bridge Inspections	(\$ /EA)	(\$)
Deduct cost for (6) Routine Inspections			(\$)

As Needed - Post Flood Inspection

Quantity	Inspection Type	Unit Price	Total Cost
1 EA	Post Flood Inspection B-5-154	\$ /EA	\$
Post Flood Inspection (Per Occurance)			\$



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.6

Discussion on proposed revisions to Section 8.11, Green Bay Municipal Code, Noxious Weeds and Maintenance of Vegetation.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Sec 8.11 Summary of Comments
2. WISCONSIN_GREEN
BAY_Sec._8.11.____Noxious_weeds_and_maintenance_of_vegetation_updated draft_1_6_2021 JBH
MS

Section 8.11 Summary of Comments

Summary of Comments provided by Sustainability Committee members and Staff regarding proposed amendments to section 8.11 Noxious Weeds and Maintenance of Vegetation

8.11 (1)

- Comment to consider a separate Sec. for the establishment of natural gardens and to have this Sec. relate to only the maintenance.
- Recommendation to remove "...which may exceed the height of typical gardens."

8.11 (2)

- Findings - Recommendation to include language for supporting a healthy and diverse pollinator community.
- Recommendation to remove "...harboring of debris or trash."
- Would read as:
Findings. The City finds that it is in the public interest to ensure the proper maintenance of vegetation in order to prevent the growth of unmanaged vegetation which can lead to nuisance conditions or the emergence of rank growth or conditions, which may adversely affect public health and safety. The City further finds it is in the public interests to encourage a diversity of landscape treatments throughout the City, particularly those landscape elements that support the preservation, restoration, and management of native plant communities, **which support a healthy pollinator community**, and soil and water conservation.

8.11 (3) (a)

- Definition of *Destroy*: Recommendation to replace the word **weed** with the term vegetation.
- Recommendation to further define the term **weed** in the list of definitions, since it is used in several areas of the code.

8.11 (3)(d) Definition of *Noxious weeds or grasses* - Comment & recommendation to include the word *invasive* and have it read **Noxious or Invasive weeds or grasses** and also include Chapter NR 40 Invasive species rule. Justification for this is that in 8.11 (6)(b)4 we refer to this invasive terminology and when people are looking up noxious or invasive weeds or grasses, the WDNR invasive weeds website is the authority they most likely will be looking to.

- Recommendation include list Chapter NR40 and 66.0407(1)(b), Wis stat 66.0407 in the definition

8.11 (3)(i) Definition of *Unmanaged vegetation growth*- recommendation to include turf grass. Definition would read:

Unmanaged vegetation growth means an unmaintained area of in which any grass, **turf grass**, hay, weeds, brush or other vegetation has grown to a height of over eight inches as a result of the absence of active cutting, mowing, or other maintenance. This definition shall not include

vegetation located on agricultural land; vegetation found on shoreland within 35 feet of the ordinary high-water mark; Vegetation found within environmentally sensitive areas such as steep slopes, drainage ways, wetlands, and protective buffer areas.

8.11 (3)(f) Definition of *Planned natural landscaping area*

- Comments received regarding height of vegetation

Planned natural landscaping area means a planned, intentional and maintained planting area in which all or some of the selected vegetation may exceed eight inches (8") in height at maturity, and which may include without limitation trees, native plants as defined in this section, or plantings associated with a rain garden.

8.11 (4)(a) *Unmanaged vegetation growth prohibited*

- Question raised on if this only applies in residential areas.
- MS: This part of the ordinance mainly applies to residential areas. It would also apply to non-residential land adjoining or adjacent to residential use lots.

A person owning, occupying, or controlling any lot in residential use, or any lot or property adjacent to or adjoining a lot in residential use, shall mow, cut, or otherwise control and remove any unmanaged vegetation growth on the land.

8.11 (6)(a) Planned natural landscaping areas

- Three comments were received that disagreed with "300 SF or 5% of the gross area of the lot, whichever is greater". Two reviewers misinterpreted the meaning of this requirement and MS followed up with those members with clarification.
- One comment was received that opposed the required registration.
- One comment asked about the role of the Weed Commissioner and his/hers level of landscaping plan approval.
 - MS: Weed Commissioner role is involved in enforcement of code; not plan approval.
- Two comments asked about how and why a plan would potentially be denied.
 - MS: A plan not meeting the requirements outlined in 8.11(a)i-iv and 8.11(b)i-iv; would potentially be denied. City Staff would review plan and work with applicant on understanding plan requirements.
- One comment sees value in having residents submit plans in order to inventory planned natural landscapes to make the monitoring function of the weed commissioner more efficient and to have the ability to document via GIS the number and location of pollinator gardens, rain gardens, etc. in the city.

8.11 (6)(b)(ii) Planned natural landscaping areas

- Comment/question regarding fencing height in the case of property having a privacy fence. Would a 3' feet fence for an edging requirement apply in that situation? See MS rewrite suggestion.

Edging required. A Planned Natural Landscaping Area must have a distinct and clearly defined border. The border may be any combination of mowed grass, fencing of up to 3' in height, **a permitted fence installed along a property line,** or natural materials neatly arranged to create appearance of an edge to contain the Planned Natural Landscaping Area.

8.11 (6)(b)(iv) Location and Dimensions of the Natural Planting Area

- MS: Language recommendation to accommodate property having fences along a property line
- 2. Natural Planting Areas shall be no closer than three feet (3') to any property line. Where the planned natural landscaping abuts a permitted fence along a side or rear property line, no setback shall be required.

General Comments from City Staff Proposed amendments of sec 8.11 were discussed at Development Team meeting, sent to departments for staff review, and conversations were held with individual staff members. The comments below are from individual staff and are not a consensus of all that participated in providing feedback.

1. How will the City address noxious weeds and invasive species on city-owned parcels?
2. Not in favor of required registration for planned natural landscape plans.
3. Right of Way ordinance must be looked at to determine if plantings would be permitted in street terrace.
4. Procedures have been made clearer with the amendments.
5. Could language be added for areas with rat abatement issues?
6. Could a plan be denied for only using one species of native plant? Should language be added to specify a diversity of native vegetation in a plan?
7. The problems usually creep in when parcel ownership takes over.
8. Add incentives for those who implement naturalized landscapes with tax credit, etc.

Sec. 8.11. - Noxious weeds and maintenance of vegetation.

- (1) *Purpose.* It is the purpose of this section to prohibit the uncontrolled growth of vegetation and to control noxious weeds, while permitting the planting and maintenance of planned natural landscaping that add diversity and richness to the City's environment~~the quality of life. It is a further purpose of this section to balance the need to ensure proper management of vegetation growth with the aesthetic, community, and environmental benefits of fostering the appropriate use of naturalized and native plant landscaping, which may exceed the height of typical garden or lawn plantings.~~
- (2) *Findings.* The City finds that it is in the public interest to ensure~~are reasonable expectations regarding the proper maintenance of vegetation on any lot or parcel of land. It is in the public's interests to provide standards regarding the maintenance of vegetation because vegetation which is not in order to prevent the growth of unmanaged vegetation which can decrease the value of nearby properties and lead to nuisance conditions such as the harboring of debris or trash, or the emergence of rank growth or conditions, which may adversely affect, threaten the public health and safety. The City further finds it is also in the public's interests to encourage a diversity of landscaping treatments throughout the City, particularly those landscape elements that encourage support the preservation, restoration, and management of native plant communities, which support a healthy pollinator community, and which can be economical, low-maintenance and effective in soil and water conservation. The city enacts this section to balance these competing interests.~~
- (32) *Definitions.*
- (a) *Destroy* means the complete killing of weeds~~or the killing of weed plants above the surface of the ground by the use of hand-pulling, chemicals, cutting, tillage, cropping system, or any or all of these in effective combination, at a time and in a manner as will effectually prevent the weed plants from continual growth, maturing to bloom or flower stage.~~
- (b) *Garden* means a cultivated area dedicated to growing vegetables, fruits, annual and perennial plants, ornamental grasses, or and~~ground cover in a well-defined location with a defined edge or border.~~
- (c) *Native plants* means those grasses (including prairie grasses), sedges (solid, triangular-stemmed plants resembling grasses), and~~forbs (flowering broadleaf plants) that are native to or naturalized to the stateState of Wisconsin. Native plants for purposes of this section shall do not include noxious weeds or noxious grasses as defined herein.~~
- (d) *Noxious or Invasive weeds*~~weeds, or grasses~~ means any plant listed under § 23.235(1)(a) or 66.0407(1)(b), Wis. Stats., Chapter NR 40 Invasive species rule,~~and shall also include Arctium spp. (burdock), Cirsium and Carduus spp. (thistle), Ambrosia spp. (ragweed), Allaria petiolata (garlic mustard), Plantage lanceolata (buckhornribwort), Rhamnus cathartica (common buckthorn), and Toxicodendron radicans (poison ivy).~~
- (e) *Ornamental grasses and groundcovers* means grasses and groundcovers not indigenous to Wisconsin that are not native to or naturalized to the State of Wisconsin. For purposes of this section, o~~Ornamental grasses do shall not include common turf grasses, and or noxious weeds or grasses as defined herein.~~
- (f) *Planned natural landscaping area* means a planned, intentional and maintained planting area of native plants, ornamental grasses and groundcovers, rain gardens, shrubs and trees in which all or some of the selected vegetation may exceeds eight inches (8") in height at maturity, and which may include without limitation trees, native plants as defined in this section, or plantings associated with a rain garden.~~Planned natural landscaping does not include any species of turf~~

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Commented [MS6]: Expand the definition; what is nuisance versus noxious

Updated January 6, 2021

~~grasses and is not intended to allow a property owner to ignore lawn care duties. Planned natural landscaping does not include gardens.~~

(g) ~~Rain garden means a native plant garden that is designed not only to aesthetically improve properties, but also to reduce the amount of storm water and accompanying pollutants from entering streams, rivers and lakes.~~ means an excavated area that is back-filled with a prepared or amended soil mixture, which may or may not be covered with a mulch layer, which is planted with a diversity of woody or herbaceous vegetation, to which stormwater is directed to promote infiltration or evapotranspiration.

(h) ~~Turf grasses~~ means those grasses commonly used in regularly cut or mowed lawns or play active recreation areas, and includes without limitation bluegrass, fescue or rye grass blends or any other similar grasses.

(i) ~~Unmanaged plant-vegetation growth~~ means an unmaintained area of in which any grass, turf grass, hay, weeds, brush or other offensive vegetation which has grown to a height of over nine eight inches as a result of the absence of active cutting, mowing, or other maintenance. This definition shall but does not include:

1. Gardens,

2. Plants vegetation located on agricultural land; vegetation found,

3. Plants located on shoreland within 35 feet of the ordinary high-water mark;

4. Plants located vegetation found within environmentally sensitive areas such as steep slopes, drainage ways, wetlands, and protective buffer areas.

5. Planned natural landscaping that is wholly contained within the parcel on which it is planted and maintained.

(3) *Control of noxious weeds.*

(a) The City Clerk shall annually on or before May 15 publish as required by state law a notice that every person is required by law to destroy all noxious weeds on lands in the City which he/she owns, occupies or controls. A joint notice with other towns or municipalities may be utilized.

(b) As provided for in § 66.0407(2), Wis. Stats., the City shall require that all noxious weeds shall be destroyed prior to the time in which such plants would mature to the bloom or flower state.

(c) The growth of noxious weeds in excess of eight inches in height from the ground surface shall be prohibited within the City corporate limits. A person owning, occupying, or controlling land shall destroy all noxious weeds on the land. The person having immediate charge of any public lands shall destroy all noxious weeds on the lands.

(d) —If a person neglects to destroy all noxious weeds as required under par. (a), the weed commissioner shall destroy or have destroyed the noxious weeds. The cost of destroying the weeds shall be charged and assessed in the manner provided by § 66.0517(3)(b)1, Wis. Stats.

(4) *Unmanaged plant-vegetation growth prohibited.*

(a) A person owning, occupying, or controlling any residential lot in residential use, or any lot or property adjacent to or adjoining a residential lot in residential use, shall mow, cut, or otherwise control and remove any unmanaged plant-vegetation growth on the land.

(b) If a person neglects to cut and/or remove unmanaged plant growth as required under paragraph (a), the weed commissioner shall cut down and remove or cause to be cut down and remove the unmanaged plant growth. The cost of cutting and removing the unmanaged plant growth shall be charged and assessed in the manner provided by § 66.0627(2), Wis. Stats.

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Updated January 6, 2021

(5) Appeal. Any property owner wishing to contest a charge assessed under subsection section (3) or (4) above may appeal the. Charge to the Improvement and Services Committee. The appeal shall be made in writing and submitted to the City Clerk within 30 days of the date on which the unmanaged vegetation growth or noxious weeds or grasses were cut or destroyed. The Improvement and Services Committee may uphold, modify or cancel the charge. This procedure for administrative review shall not be governed by ch. 68, Wis. Stats.

(65) Planned natural landscaping areas.

(a) Registration Required. AAny person-owner of record of a property, and any tenant upon signed, written consent of the owner of record of a property, wishing to maintain amay implement a planned natural landscaping area on their property may register their property upon registration with the Ddepartment of Ppublic Wworks. Up to four (4) Planned Natural Landscaping Areas may be permitted on any one property, with a maximum cumulative surface area of 300 SF or five percent of the gross area of the lot, whichever is greater. The registration shall include the following information:

- i. A plan of the property drawn to scale, indicating the location of all property boundaries, structures, sidewalks, driveways, and roadways, and the boundaries of the proposed Planned Natural Landscaping Area. A boundary survey shall not be required. Property boundaries and other information may be indicated on an aerial photograph or other suitable and readily available base map.
- ii. A clear description, illustration, or photograph of the type(s) of edging proposed, including materials, height, and proposed placement
- iii. A planting plan indicating the plant species or seed mix(es) to be used
- iv. Any proposed change in grade or excavation required beyond standard excavation and soil replacement for establishment of the Planned Natural Landscaping Area.

(b) Planned natural landscaping areas shall adhere to the following standardsguidelines:

i. Types of plantings.

1. Plantings may include forbs, grasses, edible plants, shrubs, or trees.
2. Plantings may be designed as rain gardens with plantings and grading specifically designed to receive and infiltrate rainwater or clear water flows.
3. Plantings shall be deliberately selected and arranged as part of a coherent overall plan. Overgrowth of conventional turf grasses or weeds, or any other unmanaged vegetation growth, shall not constitute a Planned Natural Landscaping Area.
4. No species identified on the Wisconsin Department of Natural Resources Regulated Invasive Plants list, whether designated as Prohibited or Restricted, shall be permitted.

ii. Edging required. A Planned Natural Landscaping Area must have a distinct and clearly defined border. The border may be any combination of mowed grass, fencing of up to 3' in height, a permitted fence installed along a property line, or natural materials neatly arranged to create appearance of an edge to contain the Planned Natural Landscaping Area.

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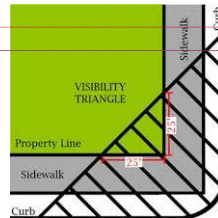
iii. **Plant height at maturity.** Plant height shall be maintained at the appropriate maximum height at maturity for the specific species. University of Wisconsin Horticulture, Division of Extension shall be consulted in the event of dispute as to appropriate maximum height.

iv. Location and Dimensions of the Natural Planting Area.

1. Natural Planting Areas are strictly prohibited within City rights-of-way and street terraces.

2. Natural Planting Areas shall be no closer than three feet (3') to any property line. ~~Where the planned natural landscaping abuts a permitted fence along a side or rear property line, no setback shall be required.~~

3. Natural Planting Areas shall not obstruct the visibility triangle at intersections, with the visibility triangle incorporating the area within a triangle formed by the intersection of the street right-of-way lines, as illustrated in Figure 146-1.



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~~1. Turf grass is to be eliminated and the native plants, trees and shrubs are to be planted through transplanting or seed by humans or mechanical means.~~

~~2. Setbacks:~~

~~a. Three feet from front lot line when adjacent to a public sidewalk and zero feet from front lot line if there is no public sidewalk.~~

~~b. Three feet from rear and side lot lines.~~

~~c. No setback is required on side and rear lot lines if there is a fence along the lot lines, or the native landscaping abuts a neighboring planned natural landscaping area public park/open space, or is adjacent to a natural area.~~

~~d. The setback area should be regularly cut turf grass, garden beds, trees, shrubs, mulch, wood chips or landscape stone.~~

~~e. Planned natural landscaping is to be cut to a maximum height of nine inches once annually by July 15.~~

(c) Review and Enforcement.

i. The City may at any time determine that a planned natural landscaping area is in violation of the terms of this section if the **Weed Commissioner** finds an ongoing violation of the terms and conditions of the registered Plan, or if the Weed Commissioner determines that the planned natural landscaping area is harboring vermin or other pests. Upon such determination of the Weed Commissioner, a Citation shall be issued to the property owner and any tenant who has made application for a Planned Natural Landscaping Area.

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ii. Appeal.

1. The subject of the Citation may appeal the determination to the Improvement and Services Committee. Any appeal shall be made in writing within ten (10) business days of receipt of the Citation and filed with the City Clerk.

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Updated January 6, 2021

2. The Improvement and Services Committee shall hear any appeal and recommend action to the Common Council, which shall have the authority to affirm, reverse, or modify the Improvement and Services Committee recommendation and issue a final decision.

3. In the event of non-compliance with a Citation or Common Council decision upon appeal, the City may enter and cut or otherwise maintain the area subject to the determination, in accordance with the provisions of Subsection (3)(d) above.

~~Complaint notification. Any person who registers a parcel as natural landscaping with the department of public works shall receive a notice that the weed commissioner intends to take action on the parcel under this section ten business days before any action is taken. If the registered parcel owner objects within ten business days after the notice was issued, the improvement and services committee shall recommend whether the parcel is a planned natural landscaping exempt from subsection 8.11(4) to the common council. The common council shall affirm or reverse the improvement and service committee's recommendation and issue a final decision.~~

(6) Appeal. Any property owner wishing to contest a charge assessed under this section may appeal to the improvement and services committee. The appeal shall be in writing and submitted to the city clerk within 30 days of the date on which the unmanaged plant growth and/or noxious weeds were cut and/or destroyed. The committee may uphold, modify or cancel the charge. This procedure for administrative review shall not be governed by ch. 68, Wis. Stats. [Check with Vanessa](#)

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Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.7

Consideration with possible action on the report of the Purchasing Manager for approval of award to Bobcat Plus for a Utility Terrain Vehicle with tracks for the sum of \$28,622. Bobcat Plus was the only vendor to meet the specifications of RFB 2021-04.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 02-10-21 IS Agenda_Purchasing



CITY OF GREEN BAY - PURCHASING DIVISION

TO: I & S Committee
FR: Calvin Winters, Procurement Manager
DT: February 10, 2021
RE: Purchasing Report
Cc: Steve Grenier, Jamie Destiche

Report of the Purchasing Manager:

1. Approval of award to Bobcat Plus for a Utility Terrain Vehicle with tracks for the sum of \$28,622.00. Bobcat Plus was the only vendor to meet the specifications of RFB 2021-04.

CITY OF GREEN BAY BID SUMMARY**RFB #2021-04****Utility Terrain Vehicle with Tracks**

Dept: PRF	Req #	VENDOR #1	VENDOR #2	VENDOR #3
Planholders:	CC #760-765-020	Bobcat Plus Inc	Jim's Golf Cars	Riesterer & Schnell Inc.
Issued: 1/13/21	Due: 2/3/2021 2pm	De Pere, WI	De Pere, WI	Hortonville, WI
DESCRIPTION				
2020/2021 Model Year Utility Terrain Vehicle:		\$ 15,723.00	\$ 16,660.50	\$ 18,638.17
Machine Manufacturer and Model Bid		2021 Bobcat UV34 Diesel	2021 Club Car Carryall 1500 w/ Kubota Diesel Engine	2021 John Deere XUV865M
2020/2021 Model Year Tracks for UTV		\$ 12,899.00	\$ 12,645.00	\$ 5,444.00
Tracks Manufactuerer and Model Bid		2021 Mattracks M3-UR-HD Plus	2021 Mattracks M3-UR HD	John Deere 324L
Total For UTV and Tracks		\$ 28,622.00	\$ 29,305.50	\$ 24,082.17
Warranty:		1 Year, 1000 hours	2 year, 2000 hours	12 month, 1000 hours
Lead time:		12 weeks	11 weeks	90 days
Notes		Labor to install tracks extra	Does not meet all specifications	Does not meet all specficiations



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

AGENDA ITEM # E.8

Consideration with possible action on the review and award of the contract GREEN BAY WATER UTILITY ADDITION / RENOVATION.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

1. Memo_Recommend Award 2-4-2021
2. Bid Summary - Public GREEN BAY WATER UTILITY ADDITION-RENOVATION



Green Bay Water Utility

MEMORANDUM

Date: February 4, 2021

To: Trista Hobbs, PE

From: Kristin Romanowicz, PE

RE: Green Bay Water Utility Addition/Renovation

We recommend award of this contract to Miron Construction Co, Inc. for the Base Bid amount of \$4,339,725.00.

CITY OF GREEN BAY, WISCONSIN
SUMMARY OF BIDS FOR CONTRACT

GREEN BAY WATER UTILITY ADDITION / RENOVATION

Tuesday, February 2, 2021

Contractor	Base Bid	Alt 1	Bid Bond
MIRON CONSTRUCTION CO., INC.	\$4,339,725	-\$9,574	5%
FRANK O. ZEISE CONSTRUCTION CO., INC.	\$4,523,200	-\$4,200	5%
MIKE KOENIG CONSTRUCTION CO., INC.	\$4,629,050	-\$7,000	5%
C.D. SMITH CONSTRUCTION	\$4,678,500	-\$15,000	5%
HOWARD IMMEL INC.	\$4,796,900	-\$9,659	5%
Any questions, call 920-448-3100			



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # E.9

Report of actions taken by Department of Public Works

A. Granting of Licenses

I. Sidewalk Builder

- a. Absolute Concrete LLC
- b. Larry Van Rite Trucking & Excavating

2. Tree & Brush Trimmer

- a. AI Tree Service, Inc.
- b. Consciously Fresh Tree Service LLC
- c. Economy Tree Service LLC

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # F.I

Director's Report on recent activities of the Public Works Department.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # F.2

The next Improvement and Services Committee meeting is scheduled for February 24, 2021.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



Report to the
Improvement and Service Committee
of the City of Green Bay

MEETING DATE

February 10, 2021

PREPARED BY

AGENDA ITEM # G.I

Public Hearing 6:00 p.m.

ASPHALT RESURFACING

GUNS ROAD – Main Street to south City limits

HARVEST ROAD – Finger Road to Crest Lane

IRENE STREET – Crooks Street to Main Street

CONCRETE PAVEMENT

GRAY STREET – Dousman Street to Mather Street

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None