



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, MAY 14, 2025, 5:00 PM
Immediately following Parks Committee.

In person at City Hall, Room 207
Virtual attendance also available via Zoom.

A. Zoom Meeting Information.

I. Join Zoom Meeting Online:

<https://us02web.zoom.us/j/82206544400?pwd=NDdlbm5zNUhBWVU5ckIzMjZ2QT09>

Or call in by phone: +1 312 626 6799

Meeting ID: 822 0654 4400

Passcode: 635662

If you wish to speak at this public meeting or leave a comment, please fill out the online [Comment Form](#) prior to the meeting. More detailed [Zoom Instructions](#) can be found online.

B. Roll Call.

C. Approval of the Agenda.

D. Approval of Minutes.

E. Regular Business.

1. Consideration with possible action on request by Department of Public Works to spend \$70,000.00 on CYVL Transportation Infrastructure Mapping to complete required bi-annual ratings for 2025.
2. Consideration with possible action on request by Department of Public Works to execute a service order with Berners-Schober Associates, Inc. in accordance with the previously executed Master Agreement for pre-design/study for the West Side Municipal Garage HVAC for \$95,000.00.

3. Consideration with possible action on request by Department of Public Works to award contract PARKS 5-25 LEICHT MEMORIAL PARK SITE GRADING at a staff level and report the award at the next Improvement & Services Committee meeting.
4. Consideration with possible action on request by Department of Public Works to approve the award of contract SIDEWALKS 2025 to Jim Fischer, Inc. in the amount of \$928,475.00.
5. Consideration with possible action on request by Department of Public Works to approve the award of contract RESURFACING 1-25 (INCLUDING SEWER & WATER) to Peters Concrete Company in the amount of \$2,967,804.30.
6. Consideration with possible action on request by Department of Public Works to approve the award of contract RESURFACING 2-25 (INCLUDING SEWER & WATER) to Jossart Brothers, Inc. in the amount of \$4,905,798.00.
7. Consideration with possible action on request by Department of Public Works to approve the award of contract PARKS 3-25 "BAY BEACH PAVILION MECHANICAL UPGRADES" to Milbach Construction Services, Co. in the amount of \$717,724.00.
8. Consideration with possible action on request by Department of Public Works to approve the award of contract WSG 2-25 LORE LANE TRENCH DRAIN RECONSTRUCTION to Martell Construction in the amount of \$48,888.15.
9. Report of actions taken by the Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

- a. Accucut Concrete
- b. N&L Concrete, LLC
- c. Quality Asphalt of Green Bay, LLC
- d. Sommers Construction Company, Inc.
- e. Three Corners Concrete, LLC
- f. Zenture Solutions, LLC

F. Informational.

1. Director's Report on recent activities of the Public Works Department.
2. The next Improvement & Services Committee meeting is scheduled for June 4, 2025.

G. Public Hearings.

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.



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.I

Consideration with possible action on request by Department of Public Works to spend \$70,000.00 on CYVL Transportation Infrastructure Mapping to complete required bi-annual ratings for 2025.

BACKGROUND

The City is required to rate the City streets every other year (odd-numbered years) using the PASER rating system. DPW currently manually rate the streets with DPW technicians. A trial run of five (5) miles of City streets were rated using the CYVL program and service. DPW is requesting to use the CYVL program and service to perform the PASER rating of the City's streets for this cycle (2025).

RECOMMENDATION

To approve the request to spend \$70,000 on CYVL Transportation Infrastructure Mapping for the 2025 roadway PASER rating.

FISCAL IMPACT

Funds to be reallocated from DPW salaries for vacant positions.

ATTACHMENTS

- I. Cyvl PASER Software

Inter-Office Memo

Date: May, 08, 2025

To: File

From: James Brunette, P.E., Assistant Director Department of Public Works



Re: Cyvl PASER Software

The City is required by the Wisconsin Department of Transportation (WisDOT) to rate all our City streets in odd-numbered years. The system used to rate the City streets is called the PASER rating system. The system assigns a numerical rating to all streets from 1 to 10. A 10 rated street is a brand-new street and a 1 is a failed street. The PASER rating has a scoring matrix that is followed based upon the type of faults in the pavement. More severe faults or those that are a precursor to a major failure affect the PASER score more than minor cosmetic blemishes such as a scratch to the surface. The person performing the rating will compare the pavement faults to a set of pictures or slides in the manual and that slide will determine the rating. The rating system is not an exact science as good judgement is required because no street only has one fault per block segment. Almost always the rater needs to adjust on the fly to determine the average score per street segment.

The Cyvl software captures digital data via a rooftop mounted 360-degree camera like device. The data cloud that is collected is analyzed in 30-foot segments. Each segment will have an individual pavement condition assigned and all faults in that segment are identified and color coded. The cost of "renting" the camera equipment and conversion of the data cloud is \$70,000. That cost is calculated on a per foot basis to rate all +/- 420 miles of City streets.

Currently two pavement technicians, driving together, have to drive all 420 miles of city streets and subjectively determine a 1 thru 10 Paser rating for each street segment. DPW attempts to have the same two staff members perform the work to minimize differences on how each individual rates a street. In the existing system if a block of roadway has segments that are really good and segments that are really bad the individual raters determine a calculated average. The Cyvl program will take a numerical average of all the 30 foot long segments that make up that block of roadway. Using the software will eliminate any human bias or errors in judgement. This fact will help minimize Alder and Resident complaints about a street's condition. The program will not introduce any "feelings" into the rating.

The repeatability of the ratings generated from the data cloud will also help in predicting degradation of pavement on the streets. Even if DPW uses different staff members the data collection and rating methodology will be consistent. Five (5) miles of streets were rated using the software as a trial run and the ratings generated by the program were very similar to those ratings generated by DPW Staff. The transition from having staff perform the ratings and those generated by the software should not cause a wholesale redistribution of streets requiring

reconstruction or resurfacing. Several streets in the trial run had their PASER rating change by 1 point, not enough to create a major concern.

There will be a substantial savings of staff time using the Cyvl software for the PASER ratings. The current staff investment is approximately 560 hours. Using the software we anticipate being able to reduce that by approximately 460 hours for an estimated cost savings of \$23,000. More importantly, this will free staff time to dedicate to other project areas to deliver our Capital Improvement Program.

The purchase price is \$70,000 for each cycle. DPW for this first cycle is proposing to use unused salaries from unfilled Engineering Aide positions to pay for the software. There have been vacant Engineering Aide positions since the first of the year that are anticipated to remain open for some time. The estimate savings for the 3 open positions that have been open for 3 months and the two that have been open for two months is a savings of 2,080 hours. Using a conservative estimate of \$50.00 per hour total cost there is \$104,000.00 available in unused salaries, more than enough to cover the cost of the software. For on-going cycles, the cost will be accounted for in our annual operating budget.

Cyvl Cost Summary

existing method has 2 Engineering techs driving the roads for 6 weeks

data collection	2x6x40	480 hrs
GIS Specialist		40 hrs
data manipulation, Eng Tech		40 hrs
Total		560 hrs

Using Cyvl method

data collection, manipulation	1x2x40	80 hrs
GIS Specialist		20 hrs
Total		100 hrs

assume GIS Specialist and Engineering Tech have similar salaries of \$50/hr

total savings of salary alone $(560-100)*50=$ \$ 23,000.00

Vacant Engineering Aide Positions

3 open positions for 3 months, 2 open positions for 2 months

use 4 weeks per month

use 40 hrs per week

# positions	# of weeks	hrs per week	total hours
3	12	40	1440
2	8	40	640
Total Hrs			2080

using same estimated wage cost of \$50/hr

unused salary amount from Jan. thru May

$2080*50=$ \$ 104,000.00

Last Name	First Name	Job Class Code	Job Class Code Desc	Location Code	Location Code Desc	Group/Bargaining Unit Code	Supervisor Name	EMPLOYER COSTS		FRINGE/BENEFITS		PERCENTAGE
								Hourly Rate	Annual	Hourly	Annual	
TOMCHEK	WILLIAM	1822	ENGINEERING AIDE/TECHS	1500	DPW ENGINEERING	1700	BRUNETTE JAMES M	\$ 35.45	\$ 73,736.00	\$ 704.51	\$ 18,317.26	24.84%
WOLDT	ROBERT	1822	ENGINEERING AIDE/TECHS	1500	DPW ENGINEERING	1700	BRUNETTE JAMES M	\$ 36.44	\$ 75,795.20	\$ 1,129.14	\$ 29,357.64	38.73%
LAMBRECHT	JEFFREY	1822	ENGINEERING AIDE/TECHS	1500	DPW ENGINEERING	1700	HOBBS TRISTA M	\$ 35.45	\$ 73,736.00	\$ 1,206.34	\$ 31,364.84	42.54%
MOLSKI	PATRICK	1822	ENGINEERING AIDE/TECHS	1500	DPW ENGINEERING	1700	YANG CHAMING	\$ 33.49	\$ 69,659.20	\$ 1,134.39	\$ 29,494.14	42.34%
WISNESKI	MARK	1822	ENGINEERING AIDE/TECHS	1500	DPW ENGINEERING	1700	BRUNETTE JAMES M	\$ 34.47	\$ 71,697.60	\$ 689.25	\$ 17,920.50	24.99%
SCHISEL	DANIEL	1822	ENGINEERING AIDE/TECHS	2525	STORM SEWER	1700	JOOSTEN VALERIE A	\$ 34.47	\$ 71,697.60	\$ 731.81	\$ 19,027.06	26.54%
MEADE	ADAM	1822	ENGINEERING AIDE/TECHS	1500	DPW ENGINEERING	1700	JOOSTEN VALERIE A	\$ 35.45	\$ 73,736.00	\$ 714.12	\$ 18,567.12	25.18%
AERTS	MARK	1822	ENGINEERING AIDE/TECHS	2520	SANITARY SEWER	1700	JOOSTEN VALERIE A	\$ 39.39	\$ 81,931.20	\$ 1,267.79	\$ 32,962.54	40.23%
							average	\$ 35.58		\$ 947.17	\$ 24,626.39	
							TOTAL	\$ 591,988.80			\$ 221,637.49	
							AVERAGE	\$ 35.58	\$ 73,998.60	\$ 947.17	\$ 24,626.39	33.17%

Fringe, hourly, divided by 80 hours per pay period

ave hourly fringe/80hrs \$ 947.17
ave per hour \$ 11.84

Total cost per hour
ave wage \$ 35.58
ave fringe \$ 11.84
\$ 47.42

Rating pavement surface condition

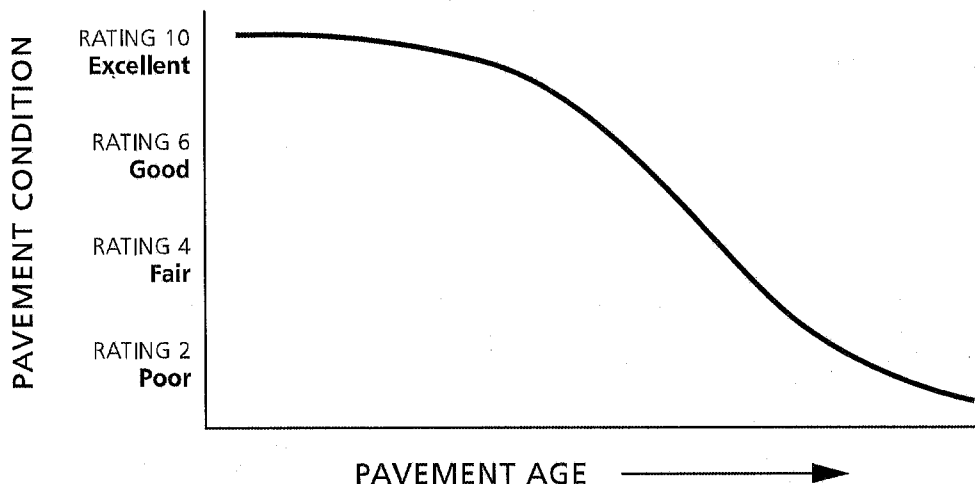
With an understanding of surface distress, you can evaluate and rate asphalt pavement surfaces. The rating scale ranges from 10—**excellent** condition to 1—**failed**. Most pavements will deteriorate through the phases listed in the rating scale. The time it takes to go from excellent condition (10) to complete failure (1) depends largely on the quality of the original construction and the amount of heavy traffic loading.

Once significant deterioration begins, it is common to see pavement decline rapidly. This is usually due to a combination of loading and the effects of additional moisture. As a pavement ages and additional cracking develops, more moisture can enter the pavement and accelerate the rate of deterioration.

Look at the photographs in this section to become familiar with the descriptions of the individual rating categories. To evaluate an individual pavement segment, first determine its general condition. Is it relatively new,

toward the top end of the scale? In very poor condition and at the bottom of the scale? Or somewhere in between? Next, think generally about the appropriate maintenance method. Use the rating categories outlined below.

Finally, review the individual pavement distress and select the appropriate surface rating. Individual pavements will **not** have all of the types of distress listed for any particular rating. They may have only one or two types.



In addition to indicating the surface condition of a road, a given rating also includes a recommendation for needed maintenance or repair. This feature of the rating system facilitates its use and enhances its value as a tool in ongoing road maintenance.

RATINGS ARE RELATED TO NEEDED MAINTENANCE OR REPAIR

Rating 9 & 10	No maintenance required
Rating 8	Little or no maintenance
Rating 7	Routine maintenance, cracksealing and minor patching
Rating 5 & 6	Preservative treatments (sealcoating)
Rating 3 & 4	Structural improvement and leveling (overlay or recycling)
Rating 1 & 2	Reconstruction

Rating system

Surface rating	Visible distress*	General condition/ treatment measures
10 Excellent	None.	New construction.
9 Excellent	None.	Recent overlay. Like new.
8 Very Good	No longitudinal cracks except reflection of paving joints. Occasional transverse cracks, widely spaced (40' or greater). All cracks sealed or tight (open less than 1/4").	Recent sealcoat or new cold mix. Little or no maintenance required.
7 Good	Very slight or no raveling, surface shows some traffic wear. Longitudinal cracks (open 1/4") due to reflection or paving joints. Transverse cracks (open 1/4") spaced 10' or more apart, little or slight crack raveling. No patching or very few patches in excellent condition.	First signs of aging. Maintain with routine crack filling.
6 Good	Slight raveling (loss of fines) and traffic wear. Longitudinal cracks (open 1/4"–1/2"), some spaced less than 10'. First sign of block cracking. Slight to moderate flushing or polishing. Occasional patching in good condition.	Shows signs of aging. Sound structural condition. Could extend life with sealcoat.
5 Fair	Moderate to severe raveling (loss of fine and coarse aggregate). Longitudinal and transverse cracks (open 1/2") show first signs of slight raveling and secondary cracks. First signs of longitudinal cracks near pavement edge. Block cracking up to 50% of surface. Extensive to severe flushing or polishing. Some patching or edge wedging in good condition.	Surface aging. Sound structural condition. Needs sealcoat or thin non-structural overlay (less than 2")
4 Fair	Severe surface raveling. Multiple longitudinal and transverse cracking with slight raveling. Longitudinal cracking in wheel path. Block cracking (over 50% of surface). Patching in fair condition. Slight rutting or distortions (1/2" deep or less).	Significant aging and first signs of need for strengthening. Would benefit from a structural overlay (2" or more).
3 Poor	Closely spaced longitudinal and transverse cracks often showing raveling and crack erosion. Severe block cracking. Some alligator cracking (less than 25% of surface). Patches in fair to poor condition. Moderate rutting or distortion (1" or 2" deep). Occasional potholes.	Needs patching and repair prior to major overlay. Milling and removal of deterioration extends the life of overlay.
2 Very Poor	Alligator cracking (over 25% of surface). Severe distortions (over 2" deep). Extensive patching in poor condition. Potholes.	Severe deterioration. Needs reconstruction with extensive base repair. Pulverization of old pavement is effective.
1 Failed	Severe distress with extensive loss of surface integrity.	Failed. Needs total reconstruction.

* Individual pavements will not have all of the types of distress listed for any particular rating. They may have only one or two types.



Cyvl Transportation Infrastructure Mapping for Green Bay, Wisconsin

May 6, 2025

Prepared for:

City of Green Bay, Wisconsin
Attn: James Brunette
Assistant Public Works Director
100 N Jefferson Street
Green Bay, WI 54301

Prepared by:

Cyvl, Inc.
Jacob Moustafa
Account Executive
76 School Street
Somerville, MA 02143

Executive Summary

Cyvl (www.cyvl.com) is a Boston based technology company that modernizes infrastructure management by integrating advanced geospatial solutions, artificial intelligence (AI), and cloud-based technologies. We empower over 300 engineering firms and government agencies to efficiently manage physical assets, enhancing efficiency, accuracy, and sustainability for their roadway.

The City of Green Bay oversees 420+ centerline miles of roadway, with biennial PASER assessments required by the state. Traditional windshield surveys are time-consuming and subjective, especially with limited staff. Cyvl's AI-powered technology provides a faster, more consistent, and cost-effective alternative—delivering objective PASER ratings to support smarter planning and long-term capital decisions.

How Cyvl Works for Green Bay:

- **Efficient Data Collection:** Quickly capture PASER ratings and roadway conditions using our vehicle-mounted sensor—gathering 360° imagery, LiDAR, and GPS data across Green Bay's 420 centerline miles.
- **AI-Driven Processing:** Our cloud platform analyzes the data to generate PASER scores and visuals aligned with WisDOT standards and CIP planning.
- **Cost & Time Savings:** Replace time-consuming windshield surveys with a process that takes days, not weeks—delivering results ahead of state deadlines.
- **Seamless Integration:** Cyvl's data easily integrates with Green Bay's GIS tools like ArcGIS, Cartegraph, and Civil 3D.

For a total investment of **\$70,000**, which can be divided into two equal installments over a 2-year agreement, the City of Green Bay will receive:

- A **full citywide scan** of ~420 centerline miles, including PASER ratings and distress details.
- A complete, **GIS-compatible dataset** covering pavement conditions, accessible through Cyvl's platform
- Ongoing **training and support** to ensure staff can fully leverage Cyvl's tools for planning, analysis, and reporting
- A **dedicated account manager** to support implementation, coordination, and any future needs



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on request by Department of Public Works to execute a service order with Berners-Schober Associates, Inc. in accordance with the previously executed Master Agreement for pre-design/study for the West Side Municipal Garage HVAC for \$95,000.00.

BACKGROUND

The existing mechanical systems at the West Side Municipal Garage are beyond their usable life, inefficient, and inadequate. The proposed work will review the existing HVAC conditions, program mechanical replacement projects, and modeling of equipment alternatives to determine the upgrades and equipment replacement the best meets the building needs and City clean energy goals.

RECOMMENDATION

Execute a service order with BSA for the pre-design/study for the WSG HVAC.

FISCAL IMPACT

Funds for this work were allocated through the CIP process. The proposed fee is within the allocated funds.

ATTACHMENTS

- I. 24CGB0900_HVAC_Study_ServiceOrder_2025-04-15

 AIA® Document B221™ – 2018**Service Order** for use with Master Agreement Between Owner and Architect

SERVICE ORDER number 001 made as of the Fourth day of April in the year Two Thousand Twenty-Five
(In words, indicate day, month, and year.)

BETWEEN the Owner:
(Name, legal status, address, and other information)

City of Green Bay
100 N Jefferson, Rm 608
Green Bay, WI 54301-5006
920.448.3114

and the Architect:
(Name, legal status, address, and other information)

Berners-Schober Associates, Inc.
310 Pine St
Green Bay, WI 54031
920.432.4865

for the following **PROJECT**:
(Name, location, and detailed description)

X-25 WSG HVAC Study
City of Green Bay
Municipal Garage Operations
519 S Oneida St
Green Bay, WI 54303

The project includes a pre-design report/study for the West Side Municipal Garage building, including review of existing HVAC conditions, programming mechanical replacement project(s), and modeling of equipment alternatives. Project does not include bidding or pricing documents.

THE SERVICE AGREEMENT

This Service Order, together with the Master Agreement between Owner and Architect dated the First day of January in the year Two Thousand Twenty-Five
(In words, indicate day, month, and year.)

form a Service Agreement.

The Owner and Architect agree as follows.

ADDITIONS AND DELETIONS:

The author of this document may have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added to or deleted from the original AIA text.

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

This document provides the Architect's scope of services for the Service Order only and is intended to be used with AIA Document B121™–2018, Standard Form of Master Agreement Between Owner and Architect

TABLE OF ARTICLES

- 1 INITIAL INFORMATION
- 2 SERVICES UNDER THIS SERVICE ORDER
- 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION
- 4 COMPENSATION
- 5 INSURANCE
- 6 PARTY REPRESENTATIVES
- 7 ATTACHMENTS AND EXHIBITS

ARTICLE 1 INITIAL INFORMATION

§ 1.1 Unless otherwise provided in an exhibit to this Service Order, this Service Order and the Service Agreement are based on the Initial Information set forth below:

(State below details of the Project's site and program, Owner's contractors and consultants, Architect's consultants, Owner's budget and schedule, anticipated procurement method, Owner's Sustainable Objective, and other information relevant to the Project.)

The project includes a pre-design report/study for the West Side Municipal Garage building, including review of existing HVAC conditions, programming mechanical replacement project(s), and modeling of equipment alternatives. Project does not include bidding or pricing documents.

§ 1.2 The Owner and Architect may rely on the Initial Information. Both parties, however, recognize that such information may materially change and, in that event, the Owner and the Architect shall appropriately adjust the schedule, the Architect's services, and the Architect's compensation. The Owner shall adjust the Owner's budget for the Cost of the Work and the Owner's anticipated design and construction milestones, as necessary, to accommodate material changes in the Initial Information.

ARTICLE 2 SERVICES UNDER THIS SERVICE ORDER

§ 2.1 The Architect's Services under this Service Order are described below or in an exhibit to this Service Order, such as a Scope of Architect's Services document.

§ 2.1.1 Basic Services

(Describe below the Basic Services the Architect shall provide pursuant to this Service Order or state whether the services are described in documentation attached to this Service Order.)

Development of base plans, elevations, and sections necessary for project scope. Development of up to three design strategies for coordination with Focus on Energy and production of energy modeling, including Life Cycle Cost Analysis. Site tour with project team, kick-off meeting, four design meetings. Final report will include:
Existing condition report (Facility Assessment dated 08/2015)
Recommendation for new replacement
Opinion of probable cost of recommendation
Estimated project schedule

§ 2.1.2 Additional Services

(Describe below the Additional Services the Architect shall provide pursuant to this Service Order or state whether the services are described in documentation attached to this Service Order.)

N/A

ARTICLE 3 DATE OF COMMENCEMENT AND SUBSTANTIAL COMPLETION

§ 3.1 Unless otherwise provided in an exhibit to this Service Order, the Architect's anticipated dates for commencement of work and Completion of the Work are set forth below:

- .1 Commencement of work date:

Four months from date of signing of this agreement

- .2 Substantial Completion date:
Four months from date of signing of this agreement

ARTICLE 4 COMPENSATION

§ 4.1 For Basic Services described under Section 2.1.1, the Owner shall compensate the Architect as follows:

- .1 Stipulated Sum
(Insert amount)
- .2 Percentage Basis
(Insert percentage value)

() % of the Owner's budget for the Cost of the Work, as calculated in accordance with Section 4.4.
- .3 Other
(Describe the method of compensation)

Fees shall be billed hourly with an estimated cost of \$95,000.

§ 4.2 For Additional Services described under Section 2.1.2 or in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:

(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

§ 4.3 For Reimbursable Expenses described in the Master Agreement, the Architect shall be compensated in accordance with the Master Agreement unless otherwise set forth below:

(Insert amount of, or basis for, compensation if other than as set forth in the Master Agreement. Where the basis of compensation is set forth in an exhibit to this Service Order, such as a Scope of Architect's Services document, list the exhibit below.)

§ 4.4 When compensation identified in Section 4.1 is on a percentage basis, progress payments for each phase of Basic Services shall be calculated by multiplying the percentages identified in this Article by the Owner's most recent budget for the Cost of the Work. Compensation paid in previous progress payments shall not be adjusted based on subsequent updates to the Owner's budget for the Cost of the Work.

ARTICLE 5 INSURANCE

§ 5.1 Insurance shall be in accordance with section 3.3 of the Master Agreement, except as indicated below:

(Insert any insurance requirements that differ from those stated in the Master Agreement, such as coverage types, coverage limits, and durations for professional liability or other coverages.)

N/A

§ 5.2 In addition to insurance requirements in the Master Agreement, the Architect shall carry the following types of insurance.

(List below any other insurance coverage to be provided by the Architect, not otherwise set forth in the Master Agreement, and any applicable limits.)

Coverage

Limits

ARTICLE 6 PARTY REPRESENTATIVES

§ 6.1 The Owner identifies the following representative in accordance with Section 1.4.1 of the Master Agreement:

(List name, address, and other information.)

Trista Hobbs
100 N Jefferson, Rm 608
Green Bay, WI 54301-5006
920.448.3114
trista.hobbs@greenbaywi.gov

§ 6.2 The Architect identifies the following representative in accordance with Section 1.5.1 of the Master Agreement:
(List name, address, and other information.)

Matt Veriha
310 Pine St
Green Bay, WI 54301
9203462.4865

mveriah@bsagb.com

ARTICLE 7 ATTACHMENTS AND EXHIBITS

§ 7.1 The following attachments and exhibits, if any, are incorporated herein by reference:

- .1 AIA Document, B121™-2018, Standard Form of Master Agreement Between Owner and Architect for Services provided under multiple Service Orders;
- .2 Other Exhibits incorporated into this Agreement:
(Clearly identify any other exhibits incorporated into this Agreement.)

N/A

- .3 Other documents:
(List other documents, if any, including additional scopes of service forming part of this Service Order.)

N/A

This Service Order entered into as of the day and year first written above.

OWNER (Signature)

BY: James Burnette, City Engineer

(Printed name and title)

ARCHITECT (Signature)

BY: John G. Miller, Vice President

(Printed name, title, and license number if required)

Additions and Deletions Report for AIA® Document B221™ – 2018

This Additions and Deletions Report, as defined on page 1 of the associated document, reproduces below all text the author has added to the standard form AIA document in order to complete it, as well as any text the author may have added to or deleted from the original AIA text. Added text is shown underlined. Deleted text is indicated with a horizontal line through the original AIA text.

Note: This Additions and Deletions Report is provided for information purposes only and is not incorporated into or constitute any part of the associated AIA document. This Additions and Deletions Report and its associated document were generated simultaneously by AIA software at 15:20:26 CDT on 04/04/2025.

Changes to original AIA text

PAGE 2

Development of base plans, elevations, and sections necessary for project scope. Development of up to three design strategies for coordination with Focus on Energy and production of energy modeling, including Life Cycle Cost Analysis. Site tour with project team, kick-off meeting, four design meetings. Final report will include:

Existing condition report (Facility Assessment dated 08/2015)

Recommendation for new replacement

Opinion of probable cost of recommendation

Estimated project schedule

§ 3.1 Unless otherwise provided in an exhibit to this Service Order, the ~~Architect~~Owner's anticipated dates for commencement of ~~work~~construction and Substantial Completion of the Work are set forth below:

- .1 Commencement of ~~work~~construction date:

PAGE 3

Four months from date of signing of this agreement

Four months from date of signing of this agreement

Variable Information

PAGE 1

SERVICE ORDER number

001

made as of the Fourth day of April in the year Two Thousand Twenty-Five
(In words, indicate day, month, and year.)

City of Green Bay

100 N Jefferson, Rm 608
Green Bay, WI 54301-5006

920.448.3114

Berners-Schober Associates, Inc.

310 Pine St
Green Bay, WI 54031

920.432.4865

X-25 WSG HVAC Study

City of Green Bay
Municipal Garage Operations
519 S Oneida St
Green Bay, WI 54303

The project includes a pre-design report/study for the West Side Municipal Garage building, including review of existing HVAC conditions, programming mechanical replacement project(s), and modeling of equipment alternatives. Project does not include bidding or pricing documents.

This Service Order, together with the Master Agreement between Owner and Architect dated the First day of January in the year Two Thousand Twenty-Five
(In words, indicate day, month, and year.)

PAGE 2

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Estimated project schedule

N/A

PAGE 3

Fees shall be billed hourly with an estimated cost of \$95,000.

N/A

PAGE 4

Trista Hobbs

100 N Jefferson, Rm 608
Green Bay, WI 54301-5006

920.448.3114

trista.hobbs@greenbaywi.gov

Matt Veriha

310 Pine St
Green Bay, WI 54301

9203462.4865

mveriah@bsagb.com

N/A

N/A



Certification of Document's Authenticity

AIA® Document D401™ – 2003

I, Amy Brey, hereby certify, to the best of my knowledge, information and belief, that I created the attached final document simultaneously with its associated Additions and Deletions Report and this certification at 15:20:26 CDT on 04/04/2025 under Order No. 20250097761 from AIA Contract Documents software and that in preparing the attached final document I made no changes to the original text of AIA® Document B221™ - 2018, Service Order for use with Master Agreement Between Owner and Architect, other than those additions and deletions shown in the associated Additions and Deletions Report.

(Signed)

(Title)

(Dated)



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by Department of Public Works to award contract PARKS 5-25 LEICHT MEMORIAL PARK SITE GRADING at a staff level and report the award at the next Improvement & Services Committee meeting.

BACKGROUND

The City, in conjunction with On Broadway, Inc. are working towards the redevelopment of Leicht Memorial Park. Due to existing grades at the site, 5-12 feet of fill is required along the south end of park to accommodate the proposed improvements. Due to poor soils, it is recommended that this fill be allowed to settle prior to the start of construction of the proposed building. This contract is for the placement of the fill only. Time constraints of the funding and limited summer Common Council meetings are the reason for the request to approve at staff level.

RECOMMENDATION

To approve award of the project at staff level to the lowest responsive bidder.

FISCAL IMPACT

ARPA and TID monies are allocated for this project.

ATTACHMENTS

None



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on request by Department of Public Works to approve the award of contract SIDEWALKS 2025 to Jim Fischer, Inc. in the amount of \$928,475.00.

BACKGROUND

This is an annual City Sidewalk contract for complaints and proactive sidewalk repairs. Funds were allocated in the 2025 Capital Improvements plan.

RECOMMENDATION

To award the contract to the lowest responsive bidder.

FISCAL IMPACT

- I. Funds were allocated in the 2025 Capital Improvements Plan. The low bid is within the allocated funding.

ATTACHMENTS

- I. QuestCDN_Project Bid Results_ Sidewalks 2025

SIDEWALKS 2025

Quest Number: 9633338

Closing Date: Tue, 05/06/2025 02:00 PM CDT

Posting Type: Construction Project

Owner: Green Bay WI, City of

Solicitor: Green Bay WI, City of

Owner Name:	Green Bay WI, City of
Owner Contact:	Steven Grenier, P.E.
Owner Phone:	920-448-3100
Solicitor Name:	Green Bay WI, City of
Contact:	Mark Wisneski
Email:	mark.wisneski@greenbaywi.gov
Phone:	920-448-3106
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Jim Fischer, Inc.	Jodi Oleson	920-734-0519	fischer@jficoncrete.com	\$ 928,475.00		
Al Dix Concrete Inc	Dylan Dix	920-766-4344	dixconcrete@yahoo.com	\$ 960,450.00		
Highway Landscapers, Inc.	Nick Wilfert	920-759-1701	nwilfert@highway.email	\$ 1,217,750.00		



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.5

Consideration with possible action on request by Department of Public Works to approve the award of contract RESURFACING I-25 (INCLUDING SEWER & WATER) to Peters Concrete Company in the amount of \$2,967,804.30.

BACKGROUND

This is part of the City's annual street resurfacing program. Funds were allocated in the 2025 Capital Improvements plan.

RECOMMENDATION

To award the contract to the lowest responsive bidder.

FISCAL IMPACT

Funds were allocated in the 2025 Capital Improvements Plan.

ATTACHMENTS

- I. QuestCDN_Bid Results Resurfacing I-25

RESURFACING 1-25 (INCLUDING SEWER & WATER)

Quest Number: 9646476

Closing Date: Tue, 04/22/2025 02:00 PM CDT

Posting Type: Construction Project

Owner: Green Bay WI, City of

Solicitor: Green Bay WI, City of

Owner Name:	Green Bay WI, City of
Owner Contact:	Steven Grenier, P.E.
Owner Phone:	920-448-3100
Solicitor Name:	Green Bay WI, City of
Contact:	Pat Molski
Email:	pat.molski@greenbaywi.gov
Phone:	920-448-3093
Award Date:	
Comments:	
Award Status:	Pending

Letting Bid Tabulation: [View on vBid](#)

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Peters Concrete Company	Duke Peters	920-494-3700	quote@petersconcrete.com	\$ 2,967,804.30		
Jossart Brothers, Inc.	Jason Hermsen	920-339-8500	jasonh@jossartbrothers.com	\$ 3,224,034.20		
DE GROOT, INC.	MARK DE GROOT	920-866-2348	mark@degrootinc.com	\$ 3,442,425.67		
Dorner Inc.	Tina Aschenbrenner	920-845-2442	tina.asch@dornerinc.com	\$ 3,540,511.60		
Vinton Construction Company	Estimating at Vinton Construction	920-682-0375	quotes@vintonwis.com	\$ 3,643,727.46		
PTS Contractors, Inc	Jeannie Petasek	920-468-5217	JPetasek@PTSCcontractors.net	\$ 3,995,000.00		



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.6

Consideration with possible action on request by Department of Public Works to approve the award of contract RESURFACING 2-25 (INCLUDING SEWER & WATER) to Jossart Brothers, Inc. in the amount of \$4,905,798.00.

BACKGROUND

This is part of the City's annual street resurfacing program. Funds were allocated in the 2025 Capital Improvements plan.

RECOMMENDATION

To award the contract to the lowest responsive bidder.

FISCAL IMPACT

Funds were allocated in the 2025 Capital Improvements Plan.

ATTACHMENTS

- I. QuestCDN_Project Bid Results Resurfacing 2-25

RESURFACING 2-25 (INCLUDING SEWER & WATER)

Quest Number: 9656273

Closing Date: Tue, 05/06/2025 02:00 PM CDT

Posting Type: Construction Project

Owner: Green Bay WI, City of

Solicitor: Green Bay WI, City of

Owner Name:	Green Bay WI, City of
Owner Contact:	Steven Grenier, P.E.
Owner Phone:	920-448-3100
Solicitor Name:	Green Bay WI, City of
Contact:	Pat Molski
Email:	pat.molski@greenbaywi.gov
Phone:	920-448-3093
Award Date:	
Comments:	
Award Status:	Pending

Letting Bid Tabulation: [View on vBid](#)

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Jossart Brothers, Inc.	Jason Hermesen	920-339-8500	jasonh@jossartbrothers.com	\$ 4,910,598.00		
DE GROOT, INC.	MARK DE GROOT	920-866-2348	mark@degrootinc.com	\$ 5,042,052.16		
Dorner Inc.	Tina Aschenbrenner	920-845-2442	tina.asch@dornerinc.com	\$ 5,167,872.40		
Vinton Construction Company	Estimating at Vinton Construction	920-682-0375	quotes@vintonwis.com	\$ 5,292,834.18		



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.7

Consideration with possible action on request by Department of Public Works to approve the award of contract PARKS 3-25 "BAY BEACH PAVILION MECHANICAL UPGRADES" to Milbach Construction Services, Co. in the amount of \$717,724.00.

BACKGROUND

RECOMMENDATION

To award the contract to the lowest responsive bidder.

FISCAL IMPACT

ATTACHMENTS

- I. QuestCDN_Bid Results Parks 3-25

PARKS 3-25 "BAY BEACH PAVILION MECHANICAL UPGRADES"

Quest Number: 9614430

Closing Date: Tue, 04/22/2025 02:00 PM CDT

Posting Type: Construction Project

Owner: Green Bay WI, City of

Solicitor: Green Bay WI, City of

Owner Name:	Green Bay WI, City of
Owner Contact:	Steven Grenier, P.E.
Owner Phone:	920-448-3100
Solicitor Name:	Green Bay WI, City of
Contact:	Trista Hobbs
Email:	trista.hobbs@greenbaywi.gov
Phone:	920-448-3114
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Milbach Construction Services, Co.	Mike Milbach	920-993-0735	milbconst@aol.com	\$ 717,724.00		
IEI General Contractors	Shane Whelchel	920-337-2111	shane@ieigc.com	\$ 832,296.00		



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.8

Consideration with possible action on request by Department of Public Works to approve the award of contract WSG 2-25 LORE LANE TRENCH DRAIN RECONSTRUCTION to Martell Construction in the amount of \$48,888.15.

BACKGROUND

Existing trench drain grates have failed and concrete is spalled around the drain. This has been an ongoing maintenance issue and safety concern. This project replaces the existing trench drains and installed heavy duty grates with a longer lifespan.

RECOMMENDATION

To award the contract to the lowest responsive bidder.

FISCAL IMPACT

Funds were allocated in the 2025 Capital Improvements Plan. The low bid is within the allocated funding.

ATTACHMENTS

- I. QuestCDN_Project Bid Results_ WSG 2-25 Lore Lane Trench

WSG 2-25 LORE LANE TRENCH DRAIN RECONSTRUCTION

Quest Number: 9646510

Closing Date: Tue, 05/06/2025 02:00 PM CDT

Posting Type: Construction Project

Owner: Green Bay WI, City of

Solicitor: Green Bay WI, City of

Owner Name:	Green Bay WI, City of
Owner Contact:	Steven Grenier, P.E.
Owner Phone:	920-448-3100
Solicitor Name:	Green Bay WI, City of
Contact:	Trista Hobbs
Email:	trista.hobbs@greenbaywi.gov
Phone:	920-448-3114
Award Date:	
Comments:	
Award Status:	Pending
Letting Bid Tabulation:	View on vBid

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Martell Construction	Ryan Everson	920-468-8071	Reversion@Martellco.com	\$ 48,888.15		
Freedom Excavating LLC	Matt Thompson	920-209-2012	freedomexcavating2015@gmail.com	\$ 121,999.30		



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # E.9

Report of actions taken by the Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

- a. Accucut Concrete
- b. N&L Concrete, LLC
- c. Quality Asphalt of Green Bay, LLC
- d. Sommers Construction Company, Inc.
- e. Three Corners Concrete, LLC
- f. Zenture Solutions, LLC

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

May 14, 2025

PREPARED BY

AGENDA ITEM # F.I

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None