



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, AUGUST 13, 2025, 5:00 PM
Immediately following Parks Committee.

AMENDED

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=NDdlbm5zNUhBWV9XRlVU5cklzMjZ2QT09>

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.

- I. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

C. Approval of the Agenda.

- I. Approval of the agenda for the Wednesday, August 13, 2025, meeting of the Improvement & Services Committee.

D. Approval of Minutes.

- I. Approval of the minutes from the July 30, 2025 Improvement & Services Committee meeting.

E. Regular Business.

1. Consideration with possible action on request by Department of Public Works to adopt the proposed 2025 Parking Division rate structure.
2. Consideration with possible action on request by Department of Public Works to approve Temporary Limited Easements (TLE) for the rights-of-way for the Manitowoc Road sidewalk project from Main Street to Hemlock Road.
3. Consideration with possible action on request by Department of Public Works to approve the award of a professional design services contract for the rehabilitation of the WEBSTER AVENUE BRIDGE B-5-285 to Ayres Associates in the amount of \$78,016.
4. Consideration with possible action on request by Department of Public Works to enter into a Professional Services Agreement with Emmons & Olivier Resource, Inc. for the final engineering and design of EAST RIVER EMILIE PARK WETLAND for flood resiliency in the amount of \$123,116.
5. Report of actions taken by the Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

- a. Global Concrete LLC
- b. Louie's General Construction & Concrete

6. Report the award of contract for Hauling, Disposal, & Mobilization of Contaminated Soil to Peter's Concrete Co. for a one-year contract with an estimated spend of \$85,000.00.

F. Public Hearings.

G. Informational.

1. Update regarding the status of Wheel Tax revenue and expenses for 2023 and 2024.
2. Director's Report on recent activities of the Public Works Department.
3. Next Meeting: September 10, 2025.

H. Adjournment.

1. Adjournment of the Wednesday, August 13, 2025, meeting of the Improvement & Services Committee.

- 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

August 13, 2025

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the July 30, 2025 Improvement & Services Committee meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

I. 07-30-2025



MINUTES OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, JULY 30, 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

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B. ROLL CALL.

I. Members: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

Present: Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush

Excused: None

Absent: None

C. APPROVAL OF THE AGENDA.

1. Approval of the agenda for the Wednesday, July 30, 2025, meeting of the Improvement & Services Committee.

Moved by Ald. Melinda Eck, seconded by Ald. Ben Delie to approve the agenda of the Wednesday, July 30, 2025 Improvement & Services Committee meeting.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

D. APPROVAL OF MINUTES.

1. Approval of the minutes from the July 9, 2025 Improvement & Services Committee meeting.

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to approve the minutes for the July 9, 2025 Improvement & Services Committee meeting.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

E. REGULAR BUSINESS.

1. Consideration with possible action on request by Ald. Ben Delie regarding the City's bulk item pick-up and yard waste programs.

Moved by Ald. Melinda Eck, seconded by Ald. Joey Prestley to deny the request by Ald. Ben Delie regarding the City's bulk item pick-up and yard waste programs.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

2. Consideration with possible action on request by Department of Public Works to enter into Professional Services Agreements with Streetland LLC in the amount of \$42,500.00 for Sales Study and Appraisal Services, Steiro Appraisal Services, Inc. in the amount of \$15,000.00 for Parcel Appraisal Review services and Moss & Associates, LLC in the amount of \$42,000.00 for Real Estate Negotiation services for the Mather Street Reconstruction project.

Moved by Ald. Melinda Eck, seconded by Ald. Ben Delie to approve the request by Department of Public Works to enter into Professional Services Agreements with Streetland LLC in the amount of \$42,500.00 for Sales Study and Appraisal Services, Steiro Appraisal Services, Inc. in the amount of \$15,000.00 for Parcel Appraisal Review services and Moss & Associates, LLC in the amount of \$42,000.00 for Real Estate Negotiation services for the Mather Street Reconstruction project.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

3. Consideration with possible action on request by Department of Public Works to award the following contracts at a staff level and report the award at the next Improvement and

Services Committee meeting following the contract award.

- a. PAVEMENT 2-25 E. MASON STREET RECONSTRUCTION
- b. SOUTHWEST WOODS- HINKLE STREET EXTENSION

Moved by Ald. Melinda Eck, seconded by Ald. Jim Ridderbush to approve the request by Department of Public Works to award the following contracts at a staff level and report the award at the next Improvement and Services Committee meeting following the contract award.

- a. PAVEMENT 2-25 E. MASON STREET RECONSTRUCTION
- b. SOUTHWEST WOODS- HINKLE STREET EXTENSION

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

- 4. Consideration with possible action on request by Oneida Nation to enter into an Infrastructure Developer's Agreement for the installation and maintenance of pavement and underground utilities for the Cattail Marsh Subdivision on Parcels 6H-1154-38 & 6H-1155-8.

Moved by Ald. Melinda Eck, seconded by Ald. Jim Ridderbush to approve the request by Oneida Nation to enter into an Infrastructure Developer's Agreement for the installation and maintenance of pavement and underground utilities for the Cattail Marsh Subdivision on Parcels 6H-1154-38 & 6H-1155-8.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

- 5. Consideration with possible action on request by Department of Public Works to award the PARKS X-25 LEICHT MEMORIAL PARK PAVILION contract at a staff level contingent upon the bids being within the budgeted amounts.

Moved by Ald. Jim Ridderbush, seconded by Ald. Ben Delie to approve the request by Department of Public Works to award the PARKS X-25 LEICHT MEMORIAL PARK PAVILION contract at a staff level contingent upon the bids being within the budgeted amounts.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

- 6. Report the award of contract SEWERS 3-25 MINI SEWERS to Highway Landscapers in the amount of \$369,500.95.

Moved by Ald. Melinda Eck, seconded by Ald. Ben Delie to receive and place on file the report of the award of contract SEWERS 3-25 MINI SEWERS to Highway Landscapers in the amount of \$369,500.95.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

7. Report the award of contract SEWERS 2-25 CITY WIDE SEWER REPAIRS to De Groot, Inc. in the amount of \$1,442,702.99.

Moved by Ald. Melinda Eck, seconded by Ald. Ben Delie to receive and place on file the report of the award of contract SEWERS 2-25 CITY WIDE SEWER REPAIRS to De Groot, Inc. in the amount of \$1,442,702.99.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

F. PUBLIC HEARINGS.

G. INFORMATIONAL.

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

Moved by Ald. Melinda Eck, seconded by Ald. Ben Delie to receive and place on file the Director's Report on recent activities of the Public Works Department.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.

2. Next Meeting: August 13, 2025

H. ADJOURNMENT.

1. Adjournment of the Wednesday, July 30, 2025, meeting of the Improvement & Services Committee.

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to adjourn.

Motion carried.

Yes-Melinda Eck, Joey Prestley, Ben Delie, Jim Ridderbush, No-None, Abstain-None.



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

MEETING DATE

August 13, 2025

PREPARED BY**AGENDA ITEM # E.I**

Consideration with possible action on request by Department of Public Works to adopt the proposed 2025 Parking Division rate structure.

BACKGROUND

Parking Division operates as an enterprise fund and must generate its own revenue to cover operating expenses. Tax levy funding is not used for Parking Division activity. Every year after the operating budget is developed, revenue sources are evaluated to determine what must change to keep Parking Division financially solvent. From that review, rates and fees are adjusted as needed. The 2026 Parking Division Rate Report documents recommended rate and fee changes to balance the 2026 Parking Division budget. Rates were adjusted based on parking industry standards, recommendations of the 2023 Downtown Parking Study, and the current economy.

RECOMMENDATION

Approve the 2026 proposed parking rate structure as recommended by Parking Division

FISCAL IMPACT

N/A

ATTACHMENTS

- I. 2026 parking rate report

To: Improvements and Services Committee

From: Christopher J. Pirlot, PE
Parking Manager/Operations Director

Date: August 13, 2025

Re: Proposed 2026 Parking Division Rate Structure

INTRODUCTION

DPW-Parking System Division (a.k.a. – Parking Division) must generate 100% of its own revenue to cover operating, maintenance, and capital expenses. The Parking Division must pay 1) parking ramp construction and maintenance bond costs, and 2) Finance, I/T, and Law Department support costs. City property tax revenue contributes no funding (0.00%) toward Parking Division operation.

Due to the Parking Division's self-funded nature, annual revenue must keep up with operating expenses and future capital needs. Operating expenses are kept as low as possible while still maintaining financial stability. When operating costs increase, parking rates and fees must increase to balance the budget. If Parking Division revenue does not meet operating expenses, then other revenue sources would need to be found.

Proposals for rate/fee changes are based on 1) economic trends, 2) parking industry trends, 3) operating costs, and 4) Parking Division program costs. These factors are compared against revenue to balance the budget accordingly. The intent of this report is to document the recommended 2026 Parking Division rate and fee structure.

HISTORY AND DISCUSSION

Monthly parking ramp/lot rental rates – Rental parking contributes the largest number of parked vehicles to the City's parking system and generates the highest percentage compared to other sources of parking revenue. Because of this, the Parking Division attempts to be frugal when adjusting rental rates while maintaining a financially solvent parking system.

Typically, rental rates have increased from 0% to 5% annually to keep up with economic trends and operating costs. Because Parking Division ramp and lot operating costs do not vary when occupancy goes down, reduced occupancy revenue requires rate increases to maintain financial solvency. Recent economic trends have required rate increases in the 3% range.

The COVID-19 pandemic led to a global trend in work-from-home policies, which severely reduced parking facility occupancy. As a result, Parking Division occupancy has reduced to (and remains below) parking occupancy levels experience before 2019 (pre-pandemic). Reduced occupancy means reduced economics-of-scale benefit, which means necessary higher rates to keep the parking system solvent.

Parking rental rates historically have increased by a prescribed percentage, adjusted up to the nearest dime. Advertised parking rental rates do not include sales tax. So, sales tax is

charged to rental parking patrons on top of rental fees. A history of ramp/lot rental rate increases is included in Table 1.

One exception to the 3% rental rate increase involves Lot F. Parking industry practice is for core downtown parking lots to earn a higher parking rate. Currently, the highest 2025 downtown core parking lot rental rate is \$51.80 per stall per month plus tax. However, an old/expired parking agreement has allowed some Lot F patrons to currently pay as low as \$23.80 per stall per month. The Parking Division is correcting this disparity. During the 2025 budget cycle, Lot F rates were incrementally adjusted with the goal of rate equalization by 2027. In 2024, Lot F rental rates were approved to increase over the next two years as follows:

2025 Lot F Rate	2026	2027 (est.)
\$51.80	\$53.40	\$55.00
\$37.00	\$46.00	\$55.00

Hourly parking ramp rate – Parking ramp hourly rates vary from city to city depending on size of the parking program, strength of business district, local economy, and political environment in each community. The City of Green Bay parking ramp hourly rate is significantly lower than other similar sized cities. The current ramp hourly rate is \$1.00 per hour. This rate is proposed to increase to \$1.25 per hour for 2026.

Hourly on-street parking meter rate – Parking meter hourly rates vary from city to city depending on size of the parking program, strength of business district, local economy, and political environment in each community. The City of Green Bay parking meter hourly rate is significantly lower than other similar sized cities. The current parking meter rate is \$1.00 per hour. This rate is proposed to increase to \$1.25 per hour for 2026.

Parking citation rates – Parking citation rates vary from city to city depending on size of the parking program, strength of business district, political environment, and local economy. Green Bay's citation rates typically increase with regional trends, and local indicators rates. All parking citation rates, and late fees were last increased in 2020. The Parking Division proposes a \$2.00 increase in citation rates for 2026. A history of parking citation rates is included in Table 3.

- - Summary on next page - -

SUMMARY OF 2026 PARKING RATE RECOMMENDATIONS

Based on 2026 Parking Division operating expense projections and Parking Division's non-use of property tax revenue, it is recommended that the following parking rate structure be adopted effective January 1, 2026:

1. **Increase parking rental rates** three percent (3%) rounded up to the nearest dime
2. **Increase parking ramp hourly rate** from \$1.00 to \$1.25 per hour
3. **Increase parking meter hourly rate** from \$1.00 per hour to \$1.25 per hour
4. **Increase** parking citation rates as follows:
 - a. Overtime parking and expire meter – increase from \$22 to \$24
 - b. No parking and overnight on-street parking – increase from \$32 to \$34
 - c. No stopping/standing, hydrant, fire lane, and bus stop – increase from \$42 to \$44
5. **Continuing** Lot F rental rate equalization program, per 2025 budget issue approval

CRITICAL NOTE: All parking rate changes proposed in this report were used to develop the 2026 Parking Division revenue budget, which must balance against the operating budget. Because the Parking Division is self-funded, changes to the revenue budget directly affect the operating budget. If parking rates or fees are modified from those proposed above, the 2026 Parking Division budget must similarly be modified to balance any change in projected revenues.

Table 1
Parking Rental Rate Increase History

<u>Year</u>	<u>Rental Rate Increase (over the previous year)</u>
2002	4% rate increase
2003	4% rate increase
2004	4% rate increase
2005	4% rate increase
2006	No rate increases AND new volume discount rental rate structure
2007	3% rate increase
2008	3% rate increase
2009	3% rate increase
2010	No rate increase
2011	No rate increase
2012	2% rate increase
2013	No rate increase
2014	No rate increase
2015	2% rate increase
2016	2% rate increase
2017	2% rate increase
2018	No rate increase
2019	2% rate increase
2020	2% rate increase
2021	2% rate increase
2022	3% rate increase
2023	5% rate increase
2024	3% rate increase
2025	3% rate increase AND begin Lot F rental rate equalization program AND volume discount rate structure modification
2026	3% rate increase AND 2 nd year of Lot F rental rate equalization program

Table 2

Hourly Parking Rate History

<u>Year</u>	<u>Ramp Hourly rate</u>	<u>Adams Lot/River Ramp</u>	<u>Parking Meters</u>
1972 (January 1)	\$0.10 per hour	N/A	\$0.10 per hour
1977 (January 1)	\$0.25 per hour	N/A	No change
1982 (June 28)	No change	\$0.20 per hour	\$0.20 per hour
1986 (December 1)	No change	\$0.20/hour (1-4 hrs); \$0.40/hr beyond 4	No change
1987	No change	No change	No change
1988	No change	No change	No change
1989	No change	No change	No change
1990 (July 1)	\$0.30 per hour	No change	\$0.25 per hour
1991 (January 1)	No change	No change	\$0.30 per hour
1992	No change	No change	No change
1993	No change	No change	No change
1994 (July 1)	\$0.35 per hour	\$0.35/hour (1-4 hrs); \$0.55/hr beyond 4	\$0.35 per hour
1995	No change	No change	No change
1996 (July 1)	\$0.40 per hour	\$0.40/hour (1-4 hrs); \$0.60/hr beyond 4	\$0.40 per hour
1997	No change	No change	No change
1998	No change	No change	No change
1999	No change	No change	No change
2000	No change	No change	No change
2001 (November 19) Green Bay Gold Program	\$0.50 per hour (1 st hour free)	\$0.50/hour (1-4 hrs); \$0.70/hr beyond 4	\$0.50 per hour
2002	No change	No change	No change
2003	No change	No change	No change
2004 (January 1)	No change	No change	\$0.55 per hour
2005	No change	No change	No change
2006 (January 1)	No change	\$0.70 per hour	No change
2007	No change	No change	No change
2008 (January 1)	\$0.55 per hour (1 st hour free)	\$0.75 per hour	\$0.60 per hour
2009	No change	No change	No change
2010	No change	No change	No change
2011	No change	No change	No change
2012	No change	No change	No change
2013	No change	No change	No change
2014	No change	No change	No change
2015 (January 1)	\$0.75 per hour	\$1.00 per hour (Adams)	\$0.75 per hour
2016 (River Ramp)	No change	\$1.00 per hour (River)	No change
2017	No change	No change	No change
2018 (January 1)	No change	No change	\$0.85 per hour
2019 (January 1)	\$0.85 per hour & 1 st hour N/C to first 15-minutes N/C	No change	No change
2020 (January 1)	No change	No change	\$0.90 per hour
2021 (January 1)	No change	No change	No change
2022 (January 1)	No change	\$1.10 per hour (Adams)	\$0.95 per hour
2023 (January 1)	No change	No change	No change
2024 (January 1)	\$1.00 per hour	No change	\$1.00 per hour
2025 (January 1)	No change in hourly rate; \$4.00 overnight rate Sunday through Thursday	\$1.25 per hour	No change
2026 (January 1)	\$1.25 per hour	Adams Lot sold	\$1.25 per hour

Table 3
Parking Citation Rate History

Citation Rate Change History							
Year	<u>Overtime</u> <u>Parking</u>	<u>No</u> <u>Parking</u>	<u>No Stopping</u> <u>/ Standing</u>	<u>Truck off</u> <u>Truck Route</u>	<u>Disabled</u>	<u>1 week</u> <u>late</u>	<u>1 month</u> <u>late</u>
2000	\$4	\$10	\$20	\$50	\$50	Add \$4	add \$7
2001	\$8	\$15	\$25	No change	\$75	No change	No change
2002	No change	No change	No change	No change	No change	No change	No change
2003	No change	No change	No change	No change	No change	No change	No change
2004	No change	\$20	\$30	\$60	\$100	Add \$5	add \$10
2005	No change	No change	No change	No change	No change	No change	No change
2006	No change	No change	No change	No change	No change	No change	No change
2007	No change	No change	No change	No change	No change	No change	No change
2008	No change	No change	No change	No change	No change	No change	No change
2009	\$10	No change	No change	No change	No change	No change	No change
2010	No change	No change	No change	No change	No change	No change	No change
2011	No change	No change	No change	No change	No change	No change	No change
2012	No change	No change	No change	No change	No change	No change	No change
2013	No change	No change	No change	No change	No change	No change	No change
2014	No change	No change	No change	No change	No change	No change	No change
2015	\$15	\$25	\$35	No change	No change	No change	No change
2016	No change	No change	No change	\$100	No change	No change	No change
2017	No change	No change	No change	No change	\$150	Add \$7	Add \$15
2018	No change	No change	No change	No change	No change	No change	No change
2019	No change	No change	No change	No change	No change	No change	No change
2020	\$22 **	\$32 **	\$42 **	\$102 **	\$302 **	Add \$12	Add \$22
2021	No change	No change	No change	No change	No change	No change	No change
2022	No change	No change	No change	No change	No change	No change	No change
2023	No change	No change	No change	No change	No change	No change	No change
2024	No change	No change	No change	No change	No change	No change	No change
2025	No change	No change	No change	No change	No change	No change	No change
2026	\$24	\$34	\$44	\$104	\$304	No change	No change

**** NOTE** – Starting in 2020, parking citation rates include a \$2 processing fee (per citation) paid to the Parking Division citation management software provider. The system is internet/cloud-based and operates in real-time.



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # E.2

Consideration with possible action on request by Department of Public Works to approve Temporary Limited Easements (TLE) for the rights-of-way for the Manitowoc Road sidewalk project from Main Street to Hemlock Road.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. sharpescans@greenbaywi.gov_20250807_101522

<u>Parcel #</u>	<u>Owner</u>	<u>Document</u>	<u>\$ Amount</u>
6	Kos Hatcheries, LLP	TLE	\$600
7	Moski Corporation	TLE	\$200
8	Daniel L. Karbon	TLE	\$200
10	Donald Smith and Priscilla Smith	TLE	\$200
12	Clifford Hayes and Donna Hayes	TLE	\$300



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by Department of Public Works to approve the award of a professional design services contract for the rehabilitation of the WEBSTER AVENUE BRIDGE B-5-285 to Ayres Associates in the amount of \$78,016.

BACKGROUND

Proposals were requested from twelve firms for the design of the rehabilitation of the Webster Avenue bridge, B-5-285. Of the twelve firms, proposals were submitted from two firms. The rehabilitation will address widespread cracking of the existing concrete overlay between the box beams to preserve the bridge and extend its useful life.

RECOMMENDATION

To award the contract to Ayres Associates.

FISCAL IMPACT

Project costs for the design were included in the 2025 CIP.

ATTACHMENTS

1. B-5-285 Design Proposal_Ayres
2. B-5-285 Design Proposal_Graef



Webster Avenue over East River Bridge Rehabilitation Design

Structure B-5-285

AYRES

City of Green Bay

July 29, 2025

July 29, 2025

Valerie Joosten, PE
Director of Public Works
Room 300, City Hall
100 N. Jefferson Street
Green Bay, WI 54301

Re: RFP – Webster Avenue over East River, B-5-285, Structural Rehabilitation Design

Dear Ms. Joosten and Selection Committee:

Ayres offers you the most efficient path to completing a rehabilitation of the Webster Avenue bridge over East River for the City of Green Bay. Meeting the City's schedule and offering cost-effective solutions are also important elements in making this project successful. We have served Wisconsin cities and communities like yours since our founding in 1959, providing efficient, comprehensive services.

Here's what makes us a good fit to serve the City of Green Bay:

- **Local Knowledge:** With our local office here in Green Bay, our staff drive on the very roadways we have previously helped your City envision and reconstruct. Maintaining the safety and efficiency of traffic flow throughout the City is of utmost concern for us. We look forward to continuing our long partnership with the City.
- **Familiarity with Structural Design Needs:** The volume of bridge projects Ayres has completed allows us to provide effective and economical solutions to your bridge design needs. Ayres' structural engineering staff is the largest in Wisconsin dedicated exclusively to bridge design for local governments.
- **Optimized Schedule in an Urban Setting:** The design team identified for this project has completed numerous design replacement and rehabilitation projects for both roadways and bridges and has the ability and expertise to start immediately on the Webster Avenue project. We plan to optimize our full staff level to meet a schedule that exceeds the City's needs and expectations.
- **Fair Value:** This goes beyond fair market pricing for services and accurate and timely billing; it also means adopting policies and procedures that are responsive, client-friendly, and adaptable. We have long exercised the practice of project flexibility, thereby minimizing project expense for all associated parties.

No Addendums were issued for this RFP after the deadline for questions.

Thank you for considering Ayres' qualifications. If you have any questions or need more information, please contact me.

Sincerely,
Ayres Associates Inc.



Kristofer R. Olson, PE, CBI
Project Manager
920.851.1508
OlsonK@AyresAssociates.com



Craig R. Schuh, PE
Manager – Engineering Services
920.366.0970
SchuhC@AyresAssociates.com

Firm Qualifications

With a team of approximately 400 innovative problem-solvers nationwide, Ayres stands with integrity behind thousands of projects that strengthen communities and our country's infrastructure, economy, and environment. Clients notice our project managers' ability to translate and transform every detail into actionable, understandable, smoothly coordinated pieces of a successful project.

Ayres' capabilities in structural engineering and inspection are well-documented. We provide structural design and inspection for bridges, buildings, dams, culverts, and pedestrian structures, as well as specialized services such as damage assessment, natural disaster emergency response, feasibility studies, and rehabilitation design. Our expertise also includes routine, in-depth, underwater, scour, and movable span inspections, along with bridge load rating and analysis. Clients trust us to use time, resources, and budgets intelligently, providing results that endure.

As a firm, **we have designed over 1,900 bridges** as either new crossings or bridge replacements. We design structures using reinforced concrete, precast-prestressed concrete, and steel plate girders, in addition to designing specialized structures such as timber bridges and reinforced concrete box culverts. We have developed an efficient approach to most tasks through practice. We consistently deliver projects on time and within tight budget constraints.

The volume of bridge projects we have completed allows us to provide effective and economical solutions for the City of Green Bay. We have the experience to foresee potential problems, saving you unnecessary construction or maintenance costs.

Ayres Associates Inc.

Local office:

700 Pilgrim Way, Suite 180
Green Bay, WI 54304
www.AyresAssociates.com

Your contact:

Kris Olson, PE, CBI, Project Manager
920.851.1508 | OlsonK@AyresAssociates.com

Our Services

- Structural engineering + inspections
- Transportation + traffic engineering
- Construction observation + administration
- Surveying
- Environmental management
- Civil site design
- Mechanical, electrical, plumbing engineering
- Grant writing + planning
- Water resource engineering
- Landscape architecture
- Aerial mapping
- Subsurface utility engineering



IRON CTH "E"

“Before the new bridge went in on CTH ‘E,’ we had flooding problems every year at the site. Since Ayres designed the new bridge, there’s never been a flooding problem again.”

Mike Swartz

Former Iron County Highway Commissioner

Project Understanding and Approach

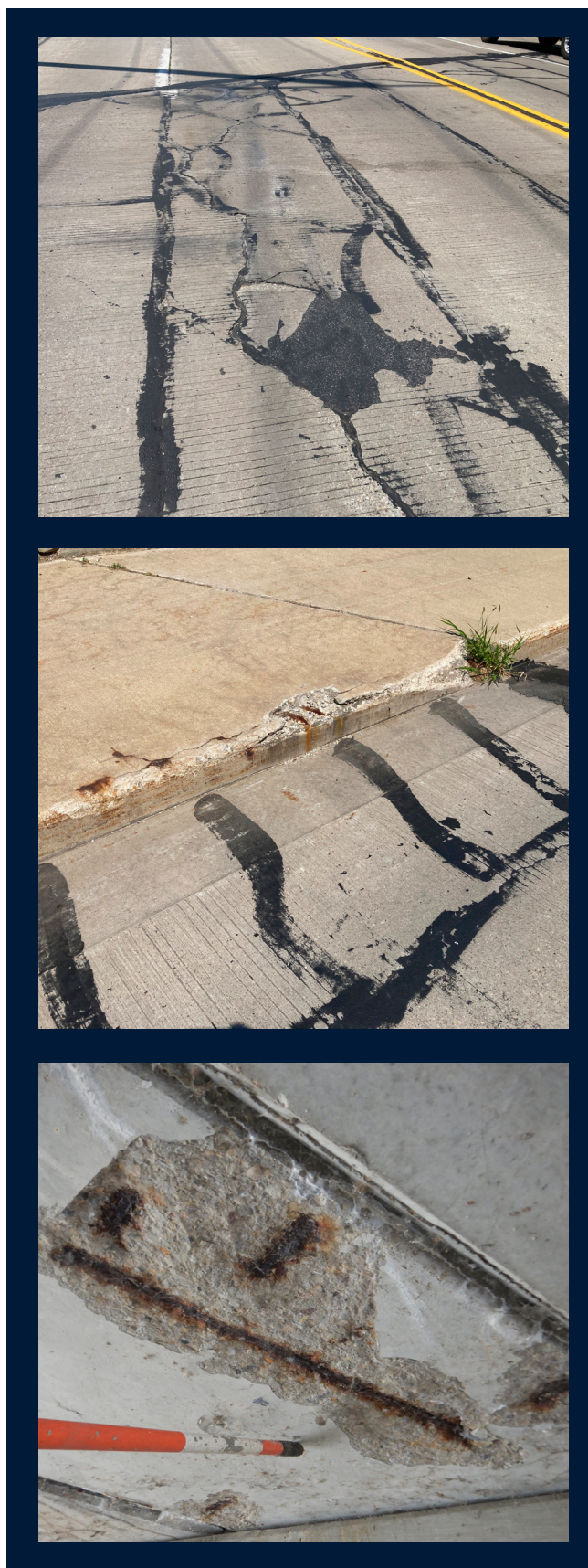
We have reviewed the request for proposal, recent inspection reports, and performed a site visit to the bridge. We understand that the City wishes to address the deterioration to preserve the bridge and extend its useful life. To accomplish this, the rehabilitation will include an infrared survey and coring of the bridge deck to determine the extent of the deck delamination and deterioration. At the same time, a site visit will document and quantify the amount of cracking, delamination, and spalling that exists on other elements such as the curb, sidewalk, beams, parapets, abutments, and piers.

Plans will be prepared to mill the existing and remove unsound concrete before placing a new concrete overlay. Concrete surface repair will also address deterioration of the previously noted elements. Since the overlay will raise the top of deck elevation, approach work will be required to meet the new deck elevation.

Additionally, our team will work with the City to determine traffic impacts of the project and develop alternatives to either stage construction or close the bridge and detour traffic. Staging would reduce delays for road users and congestion on other city streets but would increase the time of construction and cost of the project. Closing the bridge would allow the project to be built in about half the time, at lower cost, and it would increase the safety of the construction crews.

We anticipate that the primary reason for the rehabilitation project is to address cracking of the existing overlay because of the joints between the box beams. We suggest that an overlay similar to the original overlay likely will not provide a long-term solution to this problem and propose another option to consider. The standard for new box beam bridge construction is to place a minimum five-inch overlay with a mat of reinforcing steel to reduce cracking and help the overlay to transfer loads between the beams.

If the existing overlay is removed completely and replaced with a reinforced overlay, the infrared survey and coring would not be necessary. It would raise the top of the deck by three inches. Over time, cracking would



still likely occur, but the overlay would not deteriorate as quickly and would do a better job of preventing deicing salts from reaching the beams. Additionally, a polymer overlay could be placed to seal any cracks and further extend the life of the bridge.

Statement of Positive Commitment

Our team has extensive experience in completing the tasks and activities associated with this Request for Proposals and listed under the Scope of Services. Our multidisciplinary approach will ensure your plan incorporates industry best practices and provides the City with the guidance and support needed. We perform these services in various capacities for a range of efforts, including structural rehabilitation and roadway design and reconstruction and final comprehensive plans and reports.

We believe the best way to build a plan is to have boots on the ground, and we are committing to working through engagement events, in-person discussions, and conversations with key leaders to meet City staff and community residents where they are.

Project Timeline

We plan to follow an accelerated and efficient timeline to ensure tasks are completed within the City's requirements and vision for this project.

TASK	DATE
Scoping	Sept. 2025
Survey	Sept. 2025
Infrared scan/chloride testing	Sept. 2025
Initial environmental coordination	Oct. 2025
Submit preliminary design	Dec. 2025
60% review	Jan. 2026
Utility coordination	Feb. 2026
Public involvement	March 2026
Submit 90% design	April 2026
Final environmental coordination	April 2026
90% review	May 2026
Submit final PS&E	Before June 30, 2026





Our partners

Westwood Professional

Services is a multidisciplinary engineering firm with over 50 years of experience transforming the energy grid, designing resilient infrastructure, and developing communities that flourish. Westwood's local office of professionals will provide geotechnical engineering services for this project.

Infrasense, Inc. specializes in non-destructive testing of bridge decks, pavements, and other highway structures using various measurement methods. For the past 37 years, Infrasense has assisted state and local highway agencies in making timely and economical decisions dealing with the preservation, repair, rehabilitation, and replacement of bridge decks and other structures by providing comprehensive inspection and condition data.

Staff Qualifications

Ayres will provide an experienced team to the City's bridge project. Our team of professional engineers, technicians, and support staff has successfully completed many bridge rehabilitation projects throughout Wisconsin.

We know how to work with you to complete this project efficiently. **Our goal is to deliver plans that address the replacement design needs of this structure that will serve the City well for decades.**

Kris Olson, PE, CBI, will serve as the project manager for your project. He has nearly 30 years of structural engineering experience. Kris has managed many bridge replacement and rehabilitation projects and has experience on the consulting side and the public sector side of projects. Kris will be your primary contact, attend meetings, schedule work, monitor progress and budgets, serve as the team leader as needed, and see that this project is completed to your satisfaction.

Ryan Schaitel, PE, will serve as the lead roadway design engineer.

He has 14 years of experience providing state and county rural and urban roadway design; completing environmental, design study, and other technical documents; and assisting with public involvement programs.

Kris and Ryan will work closely with support staff to deliver an efficient design process for the City. Resumes for our key team members, listed in the table below, can be found on the following pages.

TEAM MEMBER	ROLE
Kris Olson, PE	Project manager
Ryan Schaitel, PE	Lead roadway designer
Jose Cortes	Structural engineering staff
Joseph Bluma, PE, CBI	Structural engineer
Jan Hosper, PE	Roadway design engineer
Andy Rowell, PE, PTOE	Traffic engineer
Jake Jensen, PLS	Survey and plats
Phil Verville, PE	Quality assurance/Quality control (QA/QC)
Cory Thomson, PE, CBI	Structural inspector



Kris Olson, PE, CBI

Project Manager

Kris has 25+ years of bridge design experience, including many years of leading teams that have completed successful projects for state and local transportation agencies. In addition to his bridge and culvert engineering and design experience, multiple counties have trusted Kris with managing and performing inspections of their bridges. He has experience on the consulting side and the public sector side of projects.

Kris manages bridge replacement and rehabilitation projects, provides attentive client communication throughout projects, and mentors junior staff members on the technical and people aspects of the work we do for clients.

Total Experience

29 Years

Registrations

Registered Professional Engineer, WI

Certifications

Certified Bridge Inspector, WI

Education

BS, Civil Engineering, Valparaiso University

Select Experience

- Town of Summit, Langlade County, County Line Road over Big Hay Meadow Creek Bridge Replacement
- Town of Hiles, Forest County, West Pine Lake Road over Wolf River Bridge and Dam
- Forest CTH "C" over North Branch Oconto River
- Antigo 4th Avenue over Spring Brook
- Marathon CTH "J" over Eau Claire River Bridge
- Town of Washburn, Clark County, Cardinal Avenue over Rock Creek
- Town of Poygan, Winnebago County, Quigley Road over Lake Poygan Tributary Bridge
- Town of How, Oconto County, Pecore Road over Pecore Creek
- Town of Brazeau, Oconto County, Old 64 Road over Peshtigo Brook
- Green Bay Larsen Road over Beaver Dam Creek
- Town of Charlestown, Calumet County, Bruckner Road over Branch Pine Creek
- Calumet CTH "H" over South Branch Manitowoc River
- Manitowoc County Rockledge Road and East Hillcrest Road Bridges over East Twin River
- Kewaunee CTH "E" Bridge Redeck
- Dodge CTH "NP" over Butler Creek
- Town of Hubbard, Dodge County, Wildcat Road over Wildcat Creek
- Polk CTH "K" over Wapogasset Branch

Select Experience from Previous Employment

- Waupaca CTH "E" over Crystal River
- Waupaca CTH "C" over Little Wolf River
- Waupaca CTH "A" over USH 10
- Portage CTH "G" over Mill Creek



Ryan Schaitel, PE

Lead Roadway Designer

Ryan manages roadway and bridge projects and is an expert in navigating the WisDOT Local Program PS&E process. He has experience providing state and county rural and urban highway design; completing environmental, design study, and other technical documents; and assisting with public involvement programs.

Select Experience

- Sheboygan CTH “W” over Tributary to Onion River Bridge Replacement
- Sheboygan CTH “O” over Sheboygan River Tributary Bridge Replacement
- Sheboygan CTH “RR” over Onion River Bridge Replacement
- Town of Sherman, Sheboygan County, Creek Road over Silver Creek
- Forest CTH “C” over North Branch Oconto River
- Town of Hiles, Forest County, West Pine Lake Road over Wolf River Bridge and Dam
- Town of Summit, Langlade County, County Line Road over Big Hay Meadow Creek Bridge Replacement
- Langlade CTH “T” over Wolf River
- Town of Conover, Vilas County, Rummels Road over Wisconsin River
- Green Bay Taylor Street over Beaver Dam Creek
- Green Bay Chantel Street over Beaver Dam Creek
- Green Bay Larsen Road over Beaver Dam Creek
- Town of Charlestown, Calumet County, Bruckner Road over Branch Pine Creek
- Town of Brillion, Calumet County, North County Line Road over East River
- Town of Charlestown, Calumet County, Weeks Road over Manitowoc River
- Calumet CTH “H” over South Branch Manitowoc River
- Kewaunee CTH “S” over Ahnapee River
- Manitowoc County Rockledge Road and East Hillcrest Road Bridges over East Twin River
- Town of Cooperstown, Manitowoc County, Pleasant Road over Devils River
- Manitowoc CTH “R” over Manitowoc River
- Town of Kossuth, Manitowoc County, Shoto Road over East Branch Twin River
- Town of Morrison, Brown County, Park View Road over Devils Creek
- Town of New Denmark, Brown County, Wanek Road over Devils Creek
- Town of New Denmark, Brown County, Cooperstown Road over Devils Creek
- Town of Wrightstown, Brown County, County Line Road over Golden Creek
- Town of Pittsfield, Brown County, School Drive over Suamico River

Total Experience

14 Years

Registrations

Registered Professional Engineer, WI

Education

BS, Civil Engineering, University of Wisconsin-Platteville



Jose Cortes

Structural Engineering Staff

Jose assists with the engineering of various types of highway, railroad, and pedestrian bridges and related structures, including long-span bridges; curved and highly skewed bridges; sign and pedestrian bridges; bridge rehabilitation and structural repairs; foundations and retaining structures; and manholes. His design duties also include structural design for buildings and dams. Jose uses AutoCAD to produce graphical computer files of preliminary and final bridge and roadway construction details and plans.

Total Experience

2 Years

Education

BS, Civil Engineering, University of Wisconsin-Platteville

Select Experience

- USH 2 Bridge B-26-0008 Deck Overlay and Replacement, Iron County, WI
- CTH "D" Bridge over Bark River, Jefferson County, WI
- CTH "J" over Eau Claire River Bridge, Marathon County, WI
- CTH "O" over Rock River Bridge Replacement, Dodge County, WI
- CTH "NP" over Butler Creek Bridge Replacement, Dodge County, WI
- 50th Avenue Bridge over Bull Brook, Polk County, WI
- WisDOT – CTH "D," Willow Creek Bridge, Waushara County, WI
- WisDOT – Fourth Avenue Bridge Replacement Design, Antigo, WI
- WisDOT – Old Highway "Q" Bridge 4311-09-00, Manitowoc County, WI



Joseph Bluma, PE, CBI, MBA

Structural Engineer

Joe currently serves as a project manager and structural engineer. He leads structural inspection, rehabilitation, load rating, and replacement projects in Wisconsin and Michigan. He is a registered bridge inspector in Michigan and Wisconsin, routinely inspecting bridges in both states. His responsibilities include leading the design of various types of highway, railroad, and pedestrian bridges and related structures; bridge rehabilitation and structural repairs; foundations and retaining structures; manholes; dams; and other miscellaneous structures.

Total Experience

8 Years

Registrations

Registered Professional Engineer, WI, MI, MN

Education

BS, Civil Engineering, University of Wisconsin-Platteville

Select Experience

- CTH "KW" over Onion River Bridge Replacement, Sheboygan County, WI
- Deck Replacements for Two Bridges, Keshena, WI
- Bridge Rehabs – Spring, Howe, and Marquette Streets, Racine, WI
- CTH "NP" over Butler Creek Bridge Replacement, Dodge County, WI
- USH 10 Bridge Rehabs, Portage County, WI
- Cardinal Avenue over Rock Creek Bridge, Neillsville, WI
- North County Line Road over East River Bridge Replacement, Calumet County, WI



Jan Hosper, EIT

Roadway Design Engineer

Jan joined Ayres in 2023 and benefits Ayres' clients with his two decades of public and private sector experience. As an engineering technician, Jan assists project managers in developing roadway and highway projects. Jan provides training for less experienced technicians and completes surveying, construction observation, structural inspection, and CAD operation for municipal design projects.

Select Experience

- Larsen Road Bridge Design, Green Bay, WI
- Old 64 Road over Peshtigo Brook Bridge, Oconto County, WI
- Pecore Road over Pecore Creek Bridge, Oconto County, WI
- Cavour Street Bridge Design Town of Wabeno, Town of Wabeno, WI
- CTH "U" Bridge over Little Rib River, Town of Stettin, WI
- Quigley Road over Lake Poygan Tributary Bridge, Winnebago County, WI
- CTH "C" (STH 29 to CTH "L") Roadway Design, Kewaunee County, WI
- Sheboygan CTH "A" (CTH "HH" to Tower Drive) Reconstruction, Sheboygan County, WI
- Country Club Road Reconstruction, Green Bay, WI

Total Experience

21 Years

Registrations

Engineer-in-Training, WI

Education

Diploma, Civil Engineering
Technology, Ontario College
Advanced Diploma



Andy Rowell, PE, PTOE

Traffic Engineer

Throughout his career, Andy has been involved in signal design and signal operations for both WisDOT and at the local level. When employed by Outagamie County Highway Department, Andy managed over 20 traffic signals maintained by the County. He led in-house design of a couple of new signal installations and managed several monotube retrofit projects. Many projects also included cost effective geometric updates, such as median improvements, to provide positive offset left-turn lanes.

Select Experience

- Country Club Road Reconstruction, Green Bay, WI
- Brown CTH "EB"/STH 54 Traffic Counts, Green Bay, WI
- Outagamie County Master Plan – Plan Development, Outagamie County, WI
- Outagamie CTH "CE" and Railroad Street Intersection Improvements, Kimberly, WI
- Master Plan Alternatives Analysis, Outagamie County, WI
- Traffic Engineering Services, Outagamie County, WI
- 17th Avenue & Elm Street Traffic Signal Design, Wausau, WI
- Traffic Study of Cleveland Avenue (Pierce Avenue to Marinette Avenue), Marinette, WI

Total Experience

23 Years

Registrations

Registered Professional
Engineer, WI

Education

BS, Civil Engineering, University
of Wisconsin-Milwaukee

MA, Masters of Business
Administration, Cardinal Stritch
University



Jake Jensen, PLS

Survey and Plats

Jake's day-to-day responsibilities at Ayres blend a diverse background of fieldwork and project management in boundary, topographic, and control surveying, utility mapping and maintenance, and plat development. He oversees technical staff and manages a wide variety of projects.

Select Experience

- Kewaunee CTH "E" Bridge Redeck, Kewaunee County, WI
- CTH "K" over North Branch County Line Creek (North and South Bridge), Marathon County, WI
- CTH "J" Bridge and Roadway Design, Door County, WI
- CTH "J" over Ahnapee River Structure Repair Study, Forestville, WI
- CTH "T" over Wolf River Bridge Replacement, Langlade County, WI
- CTH "W" over Tributary to Onion River Bridge Replacement, Sheboygan County, WI
- Highland Drive Bridge Replacement, Marathon County, WI
- Stettin Drive Bridge Replacement, Marathon County, WI
- Chantel Street over Beaver Dam Creek Bridge Replacement, Green Bay, WI
- North County Line Road over East River Bridge Replacement, Brillion, WI

Total Experience

21 Years

Registrations

Professional Land Surveyor, WI, SD, WY

Education

AS, Civil Engineering
Technology, Northeast
Wisconsin Technical College



Phil Verville III, PE

Quality Control/Quality Assurance

Phillip joined Ayres in 1999. As a senior transportation engineer, he works as a project manager and roadway engineer to complete transportation design and construction projects. He has experience in highway and municipal projects, including highway, bridge, and storm sewer facilities. His responsibilities include state and county highway design, urban street design, and construction observation.

Select Experience

- Park View Road over Devils Creek Bridge Replacement, Morrison, WI
- County Line Road over Golden Creek Bridge Replacement, Wrightstown, WI
- 8th Avenue over Spring Brook Bridge Replacement, Antigo, WI
- Creek Road over Silver Creek Bridge Replacement, Sherman, WI
- CTH "S" over Ahnapee River Bridge Replacement, Kewaunee, WI
- North Webster Avenue (University Avenue to Radisson Street) Reconstruction, Green Bay, WI
- Country Club Road Reconstruction, Green Bay, WI
- Village of Howard Cardinal Lane Resurfacing, Howard, WI
- USH 51 Bridge Deck Overlay and Replacement, Iron County, WI

Total Experience

26 Years

Registrations

Registered Professional
Engineer, WI

Education

BS, Civil Engineering –
Transportation, Michigan
Technological University



Cory Thomson, PE, CBI

Structural Inspector

Cory has more than two decades of experience, mostly with Ayres. He brings a wide range of experience in construction observation and design on freeway, rural roadway, and municipal street projects. 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. He has completed bridge inspections for state and local government agencies and has prepared the associated reports.

Total Experience

23 Years

Registrations

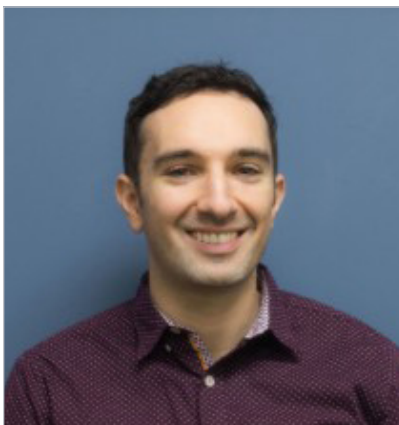
Registered Professional Engineer, WI, MI, AZ, FL

Education

BS, Civil Engineering, University of Wisconsin-Platteville

Select Experience

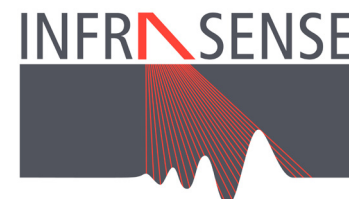
- City of Green Bay 2021-2024 Bridge Inspections
- City of Manitowoc 2020, 2024 Routine Bridge Inspections
- City of Manitowoc Movable Bridge Inspection 2016, 2024
- Town of Green Bay 2020, 2022, 2024 Bridge Inspections
- Winnebago County 2024 Underwater Bridge Inspections
- Marquette County, MI, 2024 Underwater Bridge Inspections
- Calumet County Bridge Inspections 2020-2024
- Town of New Denmark 2020, 2022, 2024 Bridge Inspections



Evan Guarino, PE

Infrared Survey Lead

Evan is primarily responsible for data collection and analysis at Infransense. His responsibilities include planning, executing, and performing quality assurance of data collection, as well as performing and managing data analysis and reporting. He has managed numerous nondestructive testing projects ranging from a few miles of pavement evaluation to 600+ structure condition surveys. He has been responsible for ground penetrating radar, infrared thermography, and ultrasonic testing on over 1300 bridge decks, over 10,000 lane-miles of pavement, and dozens of other transportation facilities, including tunnels, parking structures, culverts, and concrete slabs throughout the U.S.



Total Experience

14 Years

Registrations

Registered Professional Engineer, MA, RI, IL, KS

Education

MS, Civil Engineering, Worcester Polytechnic Institute

BS, Civil Engineering, Worcester Polytechnic Institute

Select Experience

- WisDOT Bridge Deck Condition Survey, Various, WI
- Montana Bridge Deck Evaluations, Various, MO
- Aerial Infrared Bridge Deck Scanning, Various, WI
- Minnesota Pavement Thickness Survey, Various, MN
- Verrazzano Narrows Lower Deck Condition Evaluation, New York City, NY
- Rapid Scanning of Hampton Roads Tunnels, Various, VA

Similar Project Experience

Ayres has been providing high-quality engineering services to clients nationwide for more than 66 years. Services cover all phases of roadway and structural design, including design of bridges, rehabilitations and replacements, pavement and deck overlays, and pedestrian accommodations. We have plenty of experience in the Green Bay and Brown County area, including the following highlighted projects.

City of Green Bay, South Taylor and Chantel Street Bridges

The City of Green Bay hired Ayres to design the replacement of the South Taylor and Chantel Street bridges over Beaver Dam Creek. Ayres' services included topographic survey, environmental analysis and documentation, design reports, utility and agency coordination, preliminary and final roadway and structure design, and plans, specifications, and estimates. **Section 4(f) de minimus documentation was required for both bridges due to the permanent right-of-way needed from the nearby publicly owned greenway for the bridge construction.**

South Taylor Street bridge

The existing South Taylor Street 23.3-foot-long, single-span precast concrete channel bridge was replaced with a 32-foot-long single-span concrete flat slab bridge supported by sill-type (A1) concrete abutments. The new bridge has a clear roadway width of 44 feet with 6-foot-wide raised sidewalks on each side. The design included removing and replacing approximately 35 feet of existing approach pavement at each end of the bridge. Construction was completed in 2022.



SOUTH TAYLOR STREET

Chantel Street bridge

The new Chantel Street bridge is a 34.5-foot-long single-span concrete flat slab bridge supported by sill-type (A1) concrete abutments with a clear roadway width of 40 feet and 6-foot-wide raised sidewalks on each side. The design included removing and replacing approximately 35 feet of existing approach pavement at each end of the bridge and replacing the curb ramps at the nearby intersection. Construction was completed in 2023.



CHANTEL STREET

Green Bay North Webster Avenue Reconstruction

The City of Green Bay retained Ayres for the design of approximately 1 mile of North Webster Avenue from University Avenue to Radisson Street. The urban roadway was an undivided four-lane roadway that was designed to a four-lane divided roadway, with the addition of bioretention practices included in the boulevard.

The project included removal of 24 homes for the addition of a boulevard and recreational trail along the east side of Webster Avenue. In addition, two signalized intersections were replaced, and storm sewer was upgraded throughout the project. Extensive coordination was needed with utility companies and the Canadian National Railroad (CN). A railroad submittal package and an OCR hearing was required to coordinate new trail impacts with a CN railroad switch.

Webster Avenue is a major north-south corridor for traffic into and out of the City, so the project was staged during construction. The project received STP-Urban funding.

Services and deliverables included topographic survey, pavement design report, public involvement, environmental report, utility and railroad coordination, design study report, right-of-way plat, preliminary and final plans, and PS&E.

Menasha Third Street over Lake Winnebago Slough Bridge Replacement

The City of Menasha hired Ayres to design the replacement of the Third Street bridge over the Lake Winnebago Slough on an accelerated schedule, along with reconstruction of the bridge approaches. This project involved replacing a single-span concrete deck girder bridge approximately 0.6 mile east of Third Street's junction with STH 114. The previous structure was approximately 35 feet long with vertical concrete abutments. The bridge clear opening was about 30 feet long with a clear roadway width of 20 feet.

The replacement structure is a 36-foot-long slab bridge with a 22-foot-wide roadway, 6.5-foot-wide sidewalks,

and a Texas railing. Three separate construction stages were required to maintain traffic during construction and involved temporary shoring. Sidewalk was extended from Jefferson Park across the new structure. Section 4(f) de minimus documentation was required due to minor impacts to the park.



Marinette Hattie Street Bridge Upgrade

The City of Marinette selected Ayres for the deck replacement design for the Hattie Street Bridge over the Menominee River. The structure design included the bridge deck replacement, parapet walls, and decorative railing, as well as surface repairs and replacement of five double T-beams for the fishing deck on the south side of the bridge. Approximately 250 feet of approach work was designed, including the intersection of Riverside Drive and Hattie Street. The Menominee River is the boundary between Wisconsin and the Upper Peninsula of Michigan, so the project was coordinated with Wisconsin and Michigan state agencies.



Iron USH 2 Bridge Deck Overlay and USH 51 Bridge Deck Replacement

The Wisconsin Department of Transportation, North Central Region, retained Ayres for a perpetuation project of the Turtle River Bridge on USH 51 between Manitowish and Hurley in Iron County, as well as a perpetuation project on USH 2. Design work on both projects will

include a bridge deck concrete overlay, some guardrail upgrades, and other minor bridge repairs. The USH 51 design will replace the entire deck and guardrail will be upgraded, which will affect one driveway. The USH 2 perpetuation project spans the Wisconsin and Michigan border in the City of Hurley in Iron County. Design was completed in the fall of 2024, and construction on both projects will begin summer 2025.

City of Antigo 8th Avenue over Springbrook Creek Bridge Replacement

The City of Antigo hired Ayres to design the replacement of the 8th Avenue bridge over Springbrook Creek. The bridge is an important link connecting residential and industrial areas to USH 45 and other local roads. The 1936 structure was a single-span concrete rigid frame bridge with vertical concrete abutments. A water main ran within a wooden structure over the north sidewalk.

The replacement structure, constructed in 2019, is a single-span concrete flat slab bridge on vertical pile-encased (A5) concrete abutments with straight back wingwalls. It has a 34-foot clear roadway width, and the overall length of the structure between abutments is 48 feet long to match the banks along Spring Brook. Sidewalks on each side of the structure are 6.5 feet wide with a Type C2 railing. The structure has a normal crown and is skewed 30 degrees.

Services included topographic survey, environmental analysis and documentation, design reports, utility coordination, agency coordination, and preliminary and final plat.



City of Green Bay Hillcrest Drive Reconstruction

The existing deteriorating rural section road was reconstructed and urbanized to include a mountable concrete curb and gutter and new concrete flumes and ditches for stormwater control and management.

Wetlands present along the project corridor presented site constraints and required creative solutions to improve the roadway side slopes and improve roadway safety. The project involved considerable coordination with adjacent property owners, and the Wisconsin Department of Natural Resources.



City of Green Bay Country Club Road Reconstruction

The City of Green Bay Department of Public Works retained Ayres for engineering design services for the reconstruction of Country Club Road from West Mason to North Termini (approximately 3,900 feet). The street will be designed as a 48- to 52-foot-wide section with sidewalks on both sides of the right-of-way.

The design phase of this project was funded entirely by the City of Green Bay and performed under the City of Green Bay's two-party standard agreement for professional services. The construction phase of this project is part of the WisDOT STP program. Construction is scheduled for 2025.

Hours and Fees Table

We project our total project cost not to exceed **\$78,016** for the full scope of services for your Webster Avenue over East River project. Please see the below spreadsheet detailing our staff hours and cost breakdown by task, as well as our direct costs associated with our subconsultant services.

Task #	Task Name	Project Fee	Directs	Labor	Total Hours	Senior PM	Prof. III	Prof. II	Tech. IV	Tech. II	PLS	Crew Chief	Survey Assistant
					Staff	Olson	Bluma, Rowell Schaitel, Verville	Cortes	Hosper	Garnica	Jensen	Jeske	Lischka
					2025 Rates	\$186	\$167	\$112	\$134	\$100	\$161	\$112	\$88
	Webster Avenue Bridge Rehab	\$78,016	\$14,158	\$63,858	475	44	98	106	110	63	12	32	10
Task 1	Survey	\$7,240	\$658	\$6,582	55	1	0	0	0	0	12	32	10
1.1	Research and Coordination	\$858	\$0	\$858	7						2	4	1
1.2	Field Survey	\$3,802	\$658	\$3,144	30							21	9
1.3	Processing and Deliverables	\$2,580	\$0	\$2,580	18	1					10	7	
Task 2	Structural Design	\$26,379	\$0	\$26,379	189	34	49	106	0	0	0	0	0
2.1	Management, Coordination, Meetings	\$5,212	\$0	\$5,212	32	22		10					
2.2	Preliminary Structure Design	\$8,602	\$0	\$8,602	64	6	18	40					
2.3	Final Structure Design	\$12,064	\$0	\$12,064	90	6	28	56					
2.4	Interim Inspection	\$501	\$0	\$501	3		3						
Task 3	Approach Design	\$30,897	\$0	\$30,897	231	9	49	0	110	63	0	0	0
3.1	Management, Coordination, Meetings	\$2,775	\$0	\$2,775	18		11		7				
3.2	Approach Design	\$13,665	\$0	\$13,665	108	3	11		55	39			
3.3	Utility Coordination	\$1,406	\$0	\$1,406	10		2		8				
3.4	Traffic Control	\$4,547	\$0	\$4,547	37	2	5		10	20			
3.5	Erosion Control	\$567	\$0	\$567	5		1			4			
3.6	Permitting	\$1,138	\$0	\$1,138	8		2		6				
3.7	PS&E	\$6,799	\$0	\$6,799	45	4	17		24				
Subs	Subconsultant Fees	\$13,500	\$13,500	\$0	0	0	0	0	0	0	0	0	0
Sub 1	Infrasense – Thermography	\$9,500	\$9,500	\$0	0								
Sub 2	Westwood – Coring and Chloride Testing	\$4,000	\$4,000	\$0	0								

Services Agreement

The standard Green Bay Professional Services Consultant Agreement is acceptable for use in this project if the same addition – as agreed to in recent years with Ayres and shown in red below – is considered for modification.

5. Indemnification [Hold Harmless] Agreement

~~Design Professional hereby agrees to indemnify 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 negligence, whether active or passive, of Design Professional or of anyone acting under its direction or control or on its behalf 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 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 negligence of the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers.~~

~~Design Professional will indemnify the City for any claims by reason of its negligent acts. 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.~~

~~In the event that Design Professional employs other persons, firms, corporations or entities (sub-contractor) as part of the work covered by this Agreement, it shall be Design Professional'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.~~

The Parties understand this Agreement is for professional design services and therefore subject to the indemnity limitations of Wis. Stat. 443.20. Consultant will indemnify and hold harmless the City from damages caused by the Consultant's negligent acts, errors, or omissions for professional services to the extent and percentage to Consultant's negligence.

If Consultant employs other persons, firms, corporations, or entities (subconsultants) as part of the work covered by this agreement, it shall be the Consultant's responsibility to require and confirm that each subconsultant shall have the identical indemnity agreement.

Should any portion of this Agreement be viewed by a court of competent jurisdiction as not subject to Wis. Stat. 443.20, the Parties reserve their respective rights regarding liability and claims arising under this 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 Design Professional to complete the work. Design Professional 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.

Design Professional is responsible for coordinating with an appropriate private utility locating service to identify the presence of public utilities on private property. Design Professional shall not be responsible for the accuracy and completeness of utility location information provided by third parties. To the extent caused by Design Professional's negligent acts or omissions in the performance of services under this Agreement, Design Professional agrees to indemnify and save the City harmless from all claims, suits, losses, cost and expenses including reasonable attorney's fees as a result of any personal injury, death or property damage resulting from damage to public utilities, provided such indemnification shall not apply to the extent of the City's own negligence.



Webster Avenue Over East River

B-5-285

CITY OF GREEN BAY

JULY 29, 2025



Primary Contact:

Andrew Schultz, PE
Project Manager
andrew.schultz@graef-usa.com
920-405-3809

116 S Adams Street
Suite 201
Green Bay, WI 54304
920 / 592 9440
www.graef-usa.com

TABLE OF CONTENTS

Section 1 - Firm Contact Information..... 03

Section 2 - Statement of Understanding..... 04

Section 3 - Project Team..... 09

- Organizational Chart
- Resumes
- Project Experience

Section 4 - Schedule 23

Section 5 - Task/Hour Breakdown and Fee Spreadsheet/Rates..... 24

Section 6 - List of Exceptions..... 26

Section 7 - Proposal Signature and Signed Addendum..... 27



Since its inception in 1961, GRAEF has grown from a small individual partnership to a prominent, multi-disciplinary international firm. GRAEF has a team of nearly 300 employees spread across ten offices in the Midwest, Florida, and Turks and Caicos.

For over 63 years, GRAEF’s unwavering dedication to excellence has been fueled by core values such as integrity, quality, and a steadfast commitment to exceptional customer service. These principles form the bedrock of GRAEF’s operations, ensuring that clients receive the highest level of satisfaction and a seamless experience.

GRAEF has remained at the forefront of the industry, consistently adapting to emerging trends and embracing advancements, and is proud to be a reliable partner for clients seeking top-tier design services and unmatched expertise.

WE ARE

- ▶ Site / Civil Engineers
- ▶ Structural Engineers
- ▶ Environmental Engineers
- ▶ Transportation Engineers
- ▶ Landscape Architects
- ▶ Surveyors
- ▶ Planners & Urban Designers
- ▶ GIS Specialists
- ▶ MEP Engineers
- ▶ Architects

OUR CORE PURPOSE

To improve the physical environment for the benefit of society in a sustainable manner

GRAEF
116 S Adams Street, Suite 201
Green Bay, WI 54301

Adndrew Schultz, PE
Project Manager
andrew.schultz@graef-usa.com
920-405-3809

www.graef-usa.com



WE ARE LOCAL

Being a local firm, we have a strong connection with the community and better understanding of local needs, leading to effective solutions.

HIGHLY SKILLED EXPERIENCED PROJECT TEAM

Our team leverages the strengths of each team member, creating a dynamic and resilient environment that can thrive in both traditional and contemporary spaces.

WE KNOW BRIDGES

Our expertise is unmatched, reflecting our commitment to creating extraordinary experiences while ensuring safety for the community.

STATEMENT OF UNDERSTANDING

Project Understanding

GRAEF selected team members for this project based on their previous experience with bridge rehabilitation projects, their structural bridge and transportation expertise, and their knowledge of the project location including the roadways, rivers, and geology.

Our understanding of the project is based upon the Request for Proposal dated July 15, 2025, experience on past bridge rehabilitation projects, and our familiarity with the project area. The project consists of the rehabilitation of the existing bridge and the adjacent approach work.

The City of Green Bay Department of Public Works is seeking proposals for engineering design services to consult and design the rehabilitation of B-5-285 Webster Avenue over East River

This project will be funded entirely by the City of Green Bay and will be performed under the City of Green Bay's two-party standard agreement for professional services.



Project Management

Mr. Andrew Schultz has served as project manager on a number of bridge rehabilitation and replacement projects. He develops strong collaborations with clients, communicating ongoing progress to mitigate any issues or concerns. He consistently returns projects within budget and time parameters. Andrew has demonstrated his knowledge of the City's process will be responsible for overall coordination and team performance, committing the necessary resources to ensure the successful completion of all tasks.

Design Coordination

The consultant shall coordinate with the City to attend five (5) project meetings.

1. Project Scoping Meeting
2. 60% Design Review Meeting
3. Public Information Meeting
4. 90% Design Review Meeting
5. Pre-Construction Meeting

STATEMENT OF UNDERSTANDING

Roadway Design

Field Survey

GRAEF will complete the topographic survey as follows:

- Perform survey work to Third Orders, Class II degree of accuracy.
- Survey work shall use the City of Green Bay vertical datum. City will provide vertical control.
- Survey work shall use the Brown City Coordinate System.
- Set control points that can be easily re-established. Establish permanent ties to control points.
- Verify existing benchmarks, and provide all additional benchmarks established during survey.
- Gather survey shots of one additional manhole, if present, (storm and sanitary) located outside of the project limits and on each adjacent side street.
 - Provide inverts, size, and direction of all pipes at each manhole location (storm and sanitary) and at one additional manhole (storm and sanitary) located outside of the project limits and on each adjacent side street. See attachment C for Sewer Structure Evaluation Form.
- Provide electronic hard copy of all survey control points, ties, and benchmark data.
- Provide photos of entire project limits and photos of each structure.
- Convert the topographic information into AutoCAD 2021 format.

Right of Way

Existing right-of-way along Webster Avenue is typically 80 feet wide. No right of way is expected for this structure rehabilitation. GRAEF will establish existing right of way and show proposed interests to be acquired on plan/profile sheets. Draft any Right of Entry permits necessary and shall provide to the City.

Utility Coordination

Our staff will identify the potential conflicts between utility facilities and the Webster Avenue structure rehabilitation project. We will work to minimize the impact on utilities, provide sufficient time for the utilities to plan their work, and eliminate conflicts during construction. Our communication will begin with reaching out to all of the utilities that appear on our initial Digger's Hotline searches and letting them know the project schedule and obtain the most information from them as possible. Utilities will be invited to attend all public informational meetings to learn more specifics of the project.

Public Involvement

Public involvement is an essential component of every project. We will begin the public involvement effort by developing an outreach and communications plan, to be approved by the City, where the types of meetings and communications for involving and informing the community and local property owners will be identified and documented.

A public involvement meeting will be held during the preliminary plan stage to inform and educate the general public about the project. The public involvement meeting will be held in March 2026. The primary focus of the meeting will be to introduce the public to the preliminary plans and discuss project impacts. GRAEF will assist the City with the preparation of displays, handouts, and property owner outreach. A summary report will be compiled after the meeting. This report will include: meeting minutes, materials distributed at the meeting, meeting displays, comment forms received from attendees, phone records related to concerns and requests from property owners, and action items for follow-up activities. Separate meetings will also be held with individual property owners as needed on the project corridor.

STATEMENT OF UNDERSTANDING

Traffic Control Plan

A primary concern for stakeholders will be unimpeded travel, access to local residents and a desire to “get it done quickly”. GRAEF will develop a Traffic Control Plan based on input from the local residents, business owners and other stakeholders along the corridor. The Traffic Control Plan will address lane widths, detours, delays, alternate routes, mitigation strategies, public information strategies, incident management, and address impacts to pedestrian, bicyclist, emergency services, and school transit and how these impacts will be mitigated. A key focus of the staging and traffic control plan will be maintaining consistent access to all businesses and emergency responders during construction while providing the largest work zone available to expedite project construction.

Plans

GRAEF will prepare design plans in an AutoCAD format according to the City Standards. All design files will be provided to the City of Green Bay at the final submittal or as needed. AutoCAD files, when authorized, will be distributed to third parties for completion of construction staking.

GRAEF will prepare plans and contract documents which include the following:

- (1) Cover Sheet
- (2) General Notes
- (3) Typical Sections
- (4) Construction Details
- (5) Traffic Control Plan
- (6) Erosion Control Plan
- (7) Control Point Ties
- (8) Alignment Diagram
- (9) Excel spreadsheet with quantities

The plan submittals will be independently reviewed and back checked by a combination of senior level staff and mid-level design staff.

Bid Letting/Contract Documents

Plans and contract documents to be consistent with City standards. City will provide example contract special provisions, plan sets, and spreadsheet template. GRAEF will prepare special provisions, project estimate, Bidders Proposal, and addendums as needed. Project will be let through the City of Green Bay with GRAEF supplying support through the process.

STATEMENT OF UNDERSTANDING

Bridge Design

Jeff Rosner will direct the design of the bridge rehabilitation. Before proceeding with design, GRAEF will review concerns; consider project goals and requirements; coordinate constraints with approving agencies; and evaluate viable alternatives to determine the most cost-effective solutions for the City. Our bridge team will look at Accelerated Bridge Construction (ABC) methods now developed for routine bridges to quickly replace the structures in weeks rather than months, limiting the nuisance during construction, and interruption to mobility.

Our design staff will follow all current design codes per the Wisconsin Department of Transportation Bridge Manual.

Field Inspection

Jeff Rosner will complete a field inspection of the existing structure. A report will be prepared documenting the techniques and equipment used and summarizing the survey results. The report shall include a plan view of the bridge deck identifying the following:

- Total deck area inspected
- Type of surface material
- Delamination – area and percentage
- Asphalt/mastic patching – area and percentage
- Concrete patching – area and percentage
- Spalling – area and percentage
- Partial depth and full depth proposed rehabilitation areas – area and percentage

Our subconsultant, BDI, will complete the Infrared Thermographic Inspection and two cores for a Chloride Ion testing of the bridge. They will provide an infrared Thermographic (IR) inspection to locate and quantify delamination's in the concrete deck. The City will provide a street sweep cleaning of the deck prior to the Infrared Thermographic survey.

Our GRAEF team will also inspect the two sidewalks and four lanes of traffic on the three-span bridge.



STATEMENT OF UNDERSTANDING

Preliminary and Final Bridge Plans

The proposed project will develop alternatives either with a concrete overlay or other alternatives to address cracks on the concrete wearing surface and repair to the ends of the deck to improve rideability and prolong the life of the structure. For the preferred alternative, Shelly Cornelius will develop preliminary plans that fully define the proposed structure rehabilitation. Accompanying each preliminary plan set will be an estimate of probable construction costs and initial Inventory Data forms. The preliminary and final plan submittals will be independently reviewed and back checked by senior level staff. Shelly will perform final analysis and design computations for the structure. She will develop deck and approach slab grade elevations, and compute load ratings.

Final Bridge Inspection

Perform an Interim Inspection including SI&A of the structure following the rehabilitation and prior to the structure re-opening to traffic.

The Interim Inspection shall be in accordance with Section 1.3.9 of Chapter 3 of the WisDOT Structure Inspection Manual, as well as the latest criteria set forth by the Federal Highway Administration (FHWA), Wisconsin Department of Transportation (WisDOT), National Highway Institute (NHI), Bridge Inspectors Reference Manual (BIRM), and as required by the National Bridge Inspection Standards (NBIS). Provide all equipment and traffic control as needed to complete the inspection.

Complete and submit the required inspection forms, file forms and all supporting documentation electronically within the WisDOT HSIS. Provide digital copies of the completed inspection forms and photos to the City in PDF format. Provide the Owner with a draft report and one (1) week to review the report prior to submission to WisDOT HSIS.

Agency Coordination

The DNR, Corps of Engineers, and potential other agencies including the US Fish and Wildlife Service will have input for consideration with regards to the replacement facility and impacts during construction. GRAEF has an excellent working relationship with the local staff from each of these agencies due to our extensive work history on several environmentally sensitive projects. Our familiarity and trusted relationships allow us to anticipate what they need to expeditiously discharge their regulatory responsibilities – this will allow the team to keep the project on schedule. Asbestos inspection would be completed, if necessary, by the City. No additional coordination is anticipated.

Quality

GRAEF has a fully developed and integrated Quality Assurance and Quality Control (QA/QC) program. This program is utilized on every project that we do. Mr. Adam Krieger will provide assurance to the City of Green Bay that the quality control procedures instituted by the team are followed. The plans and specifications will be reviewed for conformance to current standards, to AASHTO bridge design codes, and to other design codes governing the work.

Construction

GRAEF will be available to answer any construction questions related to the design during project bidding and construction. Assist in preparation of any needed addenda documents or plan revisions required during bidding and prepare any change of plans required as a result of project revisions and/or changes during construction.

Our team has been put together with the specific needs of this project in mind and we look forward to working with the City of Green Bay on this unique project.

PROJECT TEAM SUMMARY

Following is a list of project staff for the rehabilitation of B-5-285 Webster Avenue over East River project. The area of responsibility is stated for each person.

GRAEF will complete this project with a team made up of entirely internal GRAEF staff. We have assembled the perfect mix of local staff in from our downtown Green Bay Office, including the Project Manager as well as our lead structural and design engineers.

Design Team

Andrew K. Schultz, PE
Project Manager

Adam Krieger, PE
QA/QC

Jeffrey S. Rosner, PE
Senior Structural Engineer

Shelly A. Cornelius , PE
Structural Engineer

Craig Hansen, PLS
Green Bay Office Leader

Troy Collins, PLS
Survey Manager

MEET THE TEAM



Valerie Joosten, PE
Director of Public Works





Andrew Schultz PE

PROJECT MANAGER

Andrew is a municipal/transportation engineer with over 17 years of experience in the development of plans and specifications for the Wisconsin Department of Transportation (WisDOT) and various municipalities. He specializes in design of urban and rural roadways, municipal utilities, and site design projects. He is very familiar with preparing environmental documents, various design reports, traffic control and management plans, and utility coordination process.

EDUCATION

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

REGISTRATION

Professional Engineer – WI

PROJECT EXPERIENCE

Danz Avenue Bridge over Baird Creek, City of Green Bay, WI – QA/QC:

Quality review for the rehabilitation of B-05-058 Danz Avenue Bridge over Baird Creek. The bridge length is 34 feet and is a single-span concrete 19"-thick slab. Work included topographic survey, infrared thermographic inspection to locate delamination, utility co-ordination, concrete approach slabs, overlay of the bridge deck and localized concrete repairs to spalls on the concrete abutments.

Seventh Street Bridge over Beaver Dam Creek, City of Green Bay, WI –

QA/QC: Quality review for the rehabilitation of P-05-718 Seventh Street Bridge over Beaver Dam Creek. The single-span bridge is comprised of 18 prestressed concrete channel beams overlaid with varying depths of concrete spanning approximately 23 feet. Work included topographic survey, infrared thermographic inspection to locate delamination, utility coordination, approach slabs, overlay of the bridge deck, and localized concrete repairs to spalls on the concrete abutments.

STH 125 (College Avenue), I-41 to Linwood Avenue, Outagamie County -

Project Engineer: The project reviewed the existing pavement sections and determined the locations of the concrete pavement repairs needed. Project also included an asphaltic overlay, spot improvements to storm sewer, curb and gutter, guardrail and sidewalk. Improvements to the College Avenue structure over the railroad (B-44-9) included a concrete overlay, surface repair, expansion joint repair and new safety end treatments to the structure. Duties included preparing design study reports, railroad coordination, preliminary and final design, preliminary and final bridge plans, specifications, and quantities.

Waupaca/Green Lake County Bridge Repairs on Various Locations –

Project Engineer: This project was to preserve and maximize the service life of 7 bridges in Waupaca and Green Lake Counties. The bridges included two single-span concrete slab bridges, one 4-span haunched concrete slab bridge, and four prestressed concrete girder bridges varying from 1-span to 4-spans. All bridges were load rated for the dead load increase, and all were detailed for staged construction. The prestressed concrete girder bridges were load rated using Leap Consplan software, and the concrete slab bridges were load rated using a combination of Leap Consys analysis software and in-house spreadsheets.



Adam Krieger PE

QA/QC

Adam brings over 20 years of public and private sector experience to GRAEF. His background includes transportation/highway design and site development for industrial, commercial, and government clients. He has also been actively involved on inspection projects for roadways, utilities, and drainage facilities; as well as surveying for sewer, water, and transportation projects. This background, along with his familiarity with WisDOT Northeast Region local program project delivery, makes Adam perfectly suited to manage this project.

EDUCATION

B.S., Civil Engineering
University of Wisconsin-Milwaukee,
Milwaukee, WI
Master of Business Administration (MBA)
Cardinal Stritch University,
Milwaukee, WI

REGISTRATION

Professional Engineer – WI

PROJECT EXPERIENCE

Danz Avenue Bridge over Baird Creek, City of Green Bay, WI – Project Manager: Managed all aspects of engineering design services for the rehabilitation of B-05-058 Danz Avenue Bridge over Baird Creek. The bridge length is 34 feet and is a single-span concrete 19"-thick slab. Work included topographic survey, infrared thermographic inspection to locate delamination, utility co-ordination, concrete approach slabs, overlay of the bridge deck and localized concrete repairs to spalls on the concrete abutments.

Seventh Street Bridge over Beaver Dam Creek, City of Green Bay, WI – Project Manager: Managed all aspects of engineering design services for the rehabilitation of P-05-718 Seventh Street Bridge over Beaver Dam Creek. The single-span bridge is comprised of 18 prestressed concrete channel beams overlaid with varying depths of concrete spanning approximately 23 feet. Work included topographic survey, infrared thermographic inspection to locate delamination, utility coordination, approach slabs, overlay of the bridge deck, and localized concrete repairs to spalls on the concrete abutments.

Manitowoc Road Sidewalk, City of Green Bay, WI – Project Manager: Managed all aspects of engineering design services for the construction of approximately 1.75 miles of new sidewalk in the City of Green Bay. The project was funded with a Transportation Alternative Program (TAP) grant, administered using Non-Traditional Transportation Project Implementation, and administered as a three-party contract with the City of Green Bay and WisDOT. Work included topographic survey, public involvement, utility coordination, TLE & fee acquisition, and sidewalk design.

I 794 Lake Freeway (Hoan Bridge), Milwaukee, WI - Utility Coordinator for the IH 794 Lake Freeway project. Adam worked with 14 utility companies to identify conflicts for the project. The replacement of the structures in the east/west portion of the project required new pier locations that were in direct conflict with various utilities in this urban corridor. The project followed the Trans220 process. Adam reviewed work plans, coordinated meetings, and prepared the utility special provision for the project.



Jeffrey Rosner PE

SENIOR STRUCTURAL ENGINEER

Jeff has an outstanding record of completing a variety of structural projects. Jeff provides notable experience in the inspection and design of bridges throughout Wisconsin. With a master's degree in structural engineering, Jeff has handled a design role on numerous bridge projects of various size and complexity. He has also been responsible for inspection of a number of large structures, including interstate bridges in southeastern Wisconsin.

PROJECT EXPERIENCE

Danz Avenue Bridge over Baird Creek, City of Green Bay, WI – Structural Engineer: Senior Structural Engineer for the rehabilitation of B-05-058 Danz Avenue Bridge over Baird Creek. The bridge length is 34 feet and is a single-span concrete 19"-thick slab. Work included topographic survey, infrared thermographic inspection to locate delamination, utility co-ordination, concrete approach slabs, overlay of the bridge deck and localized concrete repairs to spalls on the concrete abutments.

Seventh Street Bridge over Beaver Dam Creek, City of Green Bay, WI – Structural Engineer: Senior Structural Engineer for the rehabilitation of P-05-718 Seventh Street Bridge over Beaver Dam Creek. The single-span bridge is comprised of 18 prestressed concrete channel beams overlaid with varying depths of concrete spanning approximately 23 feet. Work included topographic survey, infrared thermographic inspection to locate delamination, utility coordination, approach slabs, overlay of the bridge deck, and localized concrete repairs to spalls on the concrete abutments.

CTH G, Neenah Slough Bridge & Approaches, City of Neenah, Winnebago County, WI - Structural Engineer: The project replaced the existing structure with a new two span structure with prestressed concrete girder bridge supported on pile foundations. Work included the design of the new structure to meet current WisDOT standards. Duties included preparing design study reports, preliminary and final design, preliminary and final right of way plat, specifications, and quantities.

Vincent Road Reconstruction, Village of Howard - Structural Engineer: This project consists of the reconstruction of Vincent Road from North Taylor to Memorial Drive. The project provides needed upgrades for a narrow rural roadway section with substandard horizontal alignment, steep ditch slopes, and deteriorated asphalt pavement. In addition, it replaced the existing bridge over Beaver Dam Creek, which is failing structurally and of inadequate size to pass the 100 year flood event. The roadway was reconstructed to the standard Village urban roadway section, and the existing bridge was replaced. The roadway is a two-way single lane road with a pavement width of 34 feet, including five foot bicycle accommodations and sidewalks on each side.

STH 42, Unnamed Creek, Village of Forestville, Door County - Structural Engineer: New bridge structure to replace an existing box culvert. The structure was a 50 foot single span structure over the existing stream location. The structure was built with sidewalk on the structure to accommodate any future sidewalk expansion within the village. The project also included the reconstruction of approximately 180 feet of the roadway before and after the bridge deck.

EDUCATION

M.S., Structural Engineering, Marquette University, Milwaukee, WI
B.S., Civil Engineering, Marquette University, Milwaukee, WI

REGISTRATION

Professional Engineer – WI, MT, DC, ME, NC, SD



Shelly Cornelius PE

STRUCTURAL ENGINEER

Shelly is a member of the Structural Group at GRAEF. She has had a wide variety of experience designing and analyzing different types of structures comprised of different materials and structural systems. Shelly's experience includes new structures, renovations and additions to existing structures, and evaluation and repair of structures. Shelly's project experience includes bridges, retaining walls, educational facilities, churches, retail facilities, recreational facilities, office buildings, dealerships, crane buildings and waterpark and pool facilities.

EDUCATION

B.S., Civil Engineering, University of Wisconsin-Milwaukee, Milwaukee, WI
M.S. Structural Engineering, University of Idaho Engineering Outreach

REGISTRATION

Professional Engineer – WI

PROJECT EXPERIENCE

CTH G, Neenah Slough Bridge & Approaches, City of Neenah, Winnebago County, WI - Structural Engineer: The project replaced the existing structure with a new two span structure with prestressed concrete girder bridge supported on pile foundations. Work included the design of the new structure to meet current WisDOT standards. Duties included preparing design study reports, preliminary and final design, preliminary and final right of way plat, specifications, and quantities.

Vincent Road, Taylor Street – Memorial Drive, Village of Howard, Brown County - Structural Engineer: The project involved converting the existing two lane rural roadway to a two lane urban facility. Additionally, an aging bridge over Beaver Dam Creek was replaced. Working closely with the Village of Howard a shared use path was added to the project to help with efforts to connect major trails within the Village and the City of Green Bay.

Wisconsin Department of Transportation, US Hwy 45 in Winnebago County, Ramp 45-A over Ramp 45-E —Design engineer for a new three span, curved precast prestressed concrete girder bridge.

Wisconsin Department of Transportation, Glory Road over Ashwaubenon Creek in Brown County —Design engineer for a new single span, precast prestressed concrete box girder bridge.

Adams Street Bridge, City of Neenah, WI – Design engineer for a single span flat slab bridge replacement over the Neenah slough.

Foxglove Road Bridge over I-39, Wausau, WI – Design engineer for a structure to replace a sub-standard bridge over interstate highway.

Maple Ridge Road Bridge over I-39, Wausau, WI – Design engineer for bridge project involving the expansion of a two lane roadway which included two additional turn lanes, a 6 foot wide median, and a 12 foot wide multi-use path.



Craig Hansen PLS

GREEN BAY OFFICE LEADER

EDUCATION

Michigan Technical University
Land Surveying

REGISTRATION

Professional Land Surveyor – WI

Craig's expertise includes coordinating field surveys and preparing survey maps & documents including: Certified Survey Maps, Subdivision Plats, Condominium Plats, ALTA/NSPS Land Title Surveys, Plats of Survey, Easement Exhibits and legal descriptions. Additional capabilities include preparing and coordinating construction staking projects for buildings, roads, pavement, utilities, grading, bridges, and structures. Craig directs the field surveying and preparation of deliverables in order to meet client standards including the Wisconsin Department of Transportation. In addition, he performs quality control review of project deliverables to ensure accuracy, completeness, and adherence to client standards as well as coordinates and manages the technical and financial aspects of projects from inception to completion.

PROJECT EXPERIENCE

Manitowoc Road Sidewalk, City of Green Bay, WI – Survey Manager:

Survey services for the construction of approximately 1.75 miles of new sidewalk in the City of Green Bay. The project was funded with a Transportation Alternative Program (TAP) grant, administered using Non-Traditional Transportation Project Implementation, and administered as a three-party contract with the City of Green Bay and WisDOT. Work included topographic survey, public involvement, utility coordination, TLE & fee acquisition, and sidewalk design.

STH 32 Ashland Avenue Bridge Replacement Study, Green Bay, WI - Survey Manager:

Bridge replacement over the former Wisconsin Central Ltd railroad tracks. GRAEF's services include survey, existing right-of-way definition, public involvement and meetings.

Madison Avenue, Marinette, WI - Survey Manager: The proposed improvement is to reconstruct Madison Avenue with an urban cross section consisting of asphaltic pavement for 0.29 miles. The pavement width will be 24 feet with 6-foot wide asphaltic shoulders. The proposed roadway is to include curb and gutter replacement, storm sewer improvements, pavement marking, and signing. The existing sidewalk will be installed on both sides of the road. Sanitary and Watermain improvements are also included in the project. The Project is currently entering Final Design with a PS&E date of August 1st, 2025.

WisDOT NE Region Surplus Land Surveys - Survey Manager: Craig's role is to manage and coordinate the Surplus Lands Surveys, assist the GRAEF team in all aspects of the process, and review documents prior to submittal. This experience makes Craig familiar with the process of surveying Surplus Lands and highly qualified to support the Wisconsin Department of Transportation with these surveys going forward.



Troy Collins PLS

SURVEY MANAGER

Troy is a survey project manager with 21 years of surveying experience. His background includes field surveying, drafting, and preparation of project drawings including topographic surveys, design surveys, structural surveys, and as-built documentation surveys. He also has extensive construction layout experience, which includes establishing horizontal and vertical survey control for GPS machine control projects. Troy is a licensed land surveyor who also has a strong background with property and boundary surveys, such as Certified Survey Maps, Plats of Survey, ALTA/NSPS Land Title Surveys, and Easement Exhibits and legal descriptions. Troy's project management background has included the preparation of project proposals and contracts, the coordination of survey work with clients and owners, reviewing survey documents, providing quality control for deliverables, and managing the financial aspects of a project..

EDUCATION

Michigan Technological University, BS
Surveying Engineering

Northeast Wisconsin Technical College, AS
Civil Engineering Technology

REGISTRATION

Professional Land Surveyor – WI

SURVEY PROJECT EXPERIENCE

Seventh Street over Beaver Dam, City of Green Bay

Danz Avenue over Baird Creek, City of Green Bay

Manitowoc Road Sidewalk, City of Green Bay

City of Green Bay Street Topo Surveys, City of Green Bay

JBS Site Redevelopment Concept Site Plan, City of Green Bay

JBS Multifamily Development, Gorman & Company, Inc.

Leo Frigo Bridge Phase 1, Michael Baker International

Neenah Creek Bridge, City of Neenah

Libal Street Construction, Wisconsin Department of Transportation

2025 Oshkosh Street Topo Surveys, City of Oshkosh

Marion CTH S/Ramsdell Str Construction, City of Marion

Winnebago Pioneer Road Construction, Winnebago County

Oshkosh Street Topo Surveys and Mapping, City of Oshkosh

Madison Avenue Utility Improvements, City of Marinette



SEVENTH STREET BRIDGE

GREEN BAY, WI

GRAEF PROVIDED TOPOGRAPHIC SURVEYING, ENGINEERING AND DESIGN SERVICES FOR THE REHABILITATION BRIDGE OVER BEAVER DAM CREEK

The single-span bridge was originally constructed in 1968 and is comprised of 18 prestressed concrete channel beams overlaid with varying depths of concrete spanning 23 feet. The existing overlay thickness varied from 2.5" at the curbs to 6" at the crown. The substructure consists of prestressed concrete planks and H-shaped piles. Modified wide-flange (WF) pile caps were installed to support the channel beams in 2005. The concrete wearing surface had full-length longitudinal cracks at most channel beam connections. The pavement approaches were settling and causing damage to the edges of the bridge deck.

The existing concrete overlay was removed, the prestressed channels were cleaned, and longitudinal and transverse cracks were cleaned and filled. Structure curb repair included removing concrete to sound concrete or

at least 1-inch behind the existing reinforcing steel. The structure had two different approach slab cross sections, one concrete and the other asphalt. Soil borings were performed and traffic data was analyzed to determine a consistent approach pavement design of 8" concrete pavement, crushed aggregate base course, breaker run, and geogrid that will prevent differential settling. A doweled expansion joint was utilized to transfer vertical loads and allow for horizontal movement between the structure and the approach slabs.

The project was a two-party contract between GRAEF and the City of Green Bay.

NOTE: As of July 2025, construction of this project is currently in progress and close to final.



DANZ AVENUE BRIDGE

GREEN BAY, WI

GRAEF PROVIDED TOPOGRAPHIC SURVEYING, ENGINEERING AND DESIGN SERVICES FOR THE REHABILITATION OF THE BRIDGE

The bridge was originally constructed in 1962 and is a single-span concrete 19-inch-thick flat slab with a total length of approximately 34 feet. The reinforced concrete deck wearing surface has areas of cracking, debonding, spalling, and temporary mastic patching deck repair. The concrete abutment substructure is in generally good condition with minor spalling.

Infrared (IR) and High Resolution Imaging (HRI) services were performed on the bridge deck to locate and quantify delamination in the concrete deck. Chloride ion testing was performed to assess the potential for corrosion of embedded steel reinforcement. A minimum of 1-inch of concrete will be removed from the entire bridge deck with an average overlay thickness based on the minimum overlay thickness plus 0.5" to account for variations in the deck surface. Longitudinal and transverse cracks in

the new overlay will be cleaned and filled with penetrating epoxy. Structure curb repair will include removing concrete to sound concrete or at least 1-inch behind the existing reinforcing steel. Localized spalling on the abutments will be repaired and loose concrete will be removed and repaired along the underside of the deck. Soil borings were performed and traffic data was analyzed to determine an approach pavement design of 8" concrete pavement, crushed aggregate base course, breaker run, and geogrid.

NOTE: PS&E documents have been completed. The project has not been bid or let of as of July 2025. Construction is scheduled for 2026.

Adams Street Bridge

CITY OF NEENAH | NEENAH, WI



The design involved a two span continuous flat slab bridge over the Neenah Slough. The structure has a length of 60 feet and a clear width of 34 feet. There are six foot sidewalks on each side of the street along with a Type F tubular railing.

There were challenging hydraulic conditions associated with the water course and its proximity to Little Lake Butte des Morts which generates backwater impacts for the flow at the Adams Street structure. To help alleviate this issue, the bridge was lengthened 10 feet along with designing the deck as thin as possible to aid hydraulic flow. By doing so, designers were able to maintain zero increase in backwater for the 100-year flood.

SERVICES

- Topographic Survey
- Environmental Documents
- Design Reports
- Utility and Agency Coordination
- Preliminary and Final Structure Plans
- ROW Plat
- Final PS&E Documents

USH 41 REHABILITATION

WISDOT NE REGION | OUTAGAMIE AND WINNEBAGO COUNTIES, WI



The project involved 10 miles of roadway and bridge rehabilitation for USH 41 from Breezewood Lane in Winnebago County to STH 15 in Outagamie County.

Roadway Rehabilitation involved reviewing the existing six lane pavement sections to determine pavement areas or pavement joints that need replacement to improve the existing riding surface and extend the life of the pavement. Complex staging plans were required due to the high average daily traffic (ADT) count of over 90,000 vehicles. Traffic was required to be maintained on two lanes at all times while maintaining safe construction zones.

The bridge rehabilitation portion of this project included 22 Bridge Deck Repairs, 2 epoxy overlays to improve skid resistance, 8 Expansion joint repairs, 17 Bridge Approach slab replacements and a wing wall repair.

SERVICES

- Bridge Rehabilitation Design
- Environmental Assessment (pER)
- Design Study Report
- Transportation Management Plan - Type 2
- Utility Coordination
- Construction Staging
- Traffic Control
- Agency Coordination

VINCENT ROAD RECONSTRUCTION

HOWARD, WI



This project consisted of the reconstruction of approximately 1,550 feet of rural roadway. It provided needed upgrades for a narrow section with substandard horizontal alignment, steep ditch slopes, and deteriorated asphalt pavement. In addition, it replaced the existing bridge over Beaver Dam Creek. The roadway was reconstructed to the standard Village urban roadway section of a two-way single lane road with a pavement width of 34 feet.

A shared use path was added to Vincent Road as a part of an effort by the Village of Howard and the City of Green Bay to connect the Mountain Bay and Fox River State Trails. In order to conform to WisDOT standards and to allow for the open rail design to overtop no barrier will be placed between the roadway and the trail. Instead a sixteen foot wide path will be placed on the structure.

SERVICES

- Environmental Documentation
- Agency Coordination
- Utility Coordination
- Public Involvement
- Project Meetings
- Plan Preparation
- Final PS&E

DATA

- STP Urban Grant
- WisDOT Local Program



EVERGREEN BRIDGE REPLACEMENT

VILLAGE OF HOWARD | HOWARD, WI

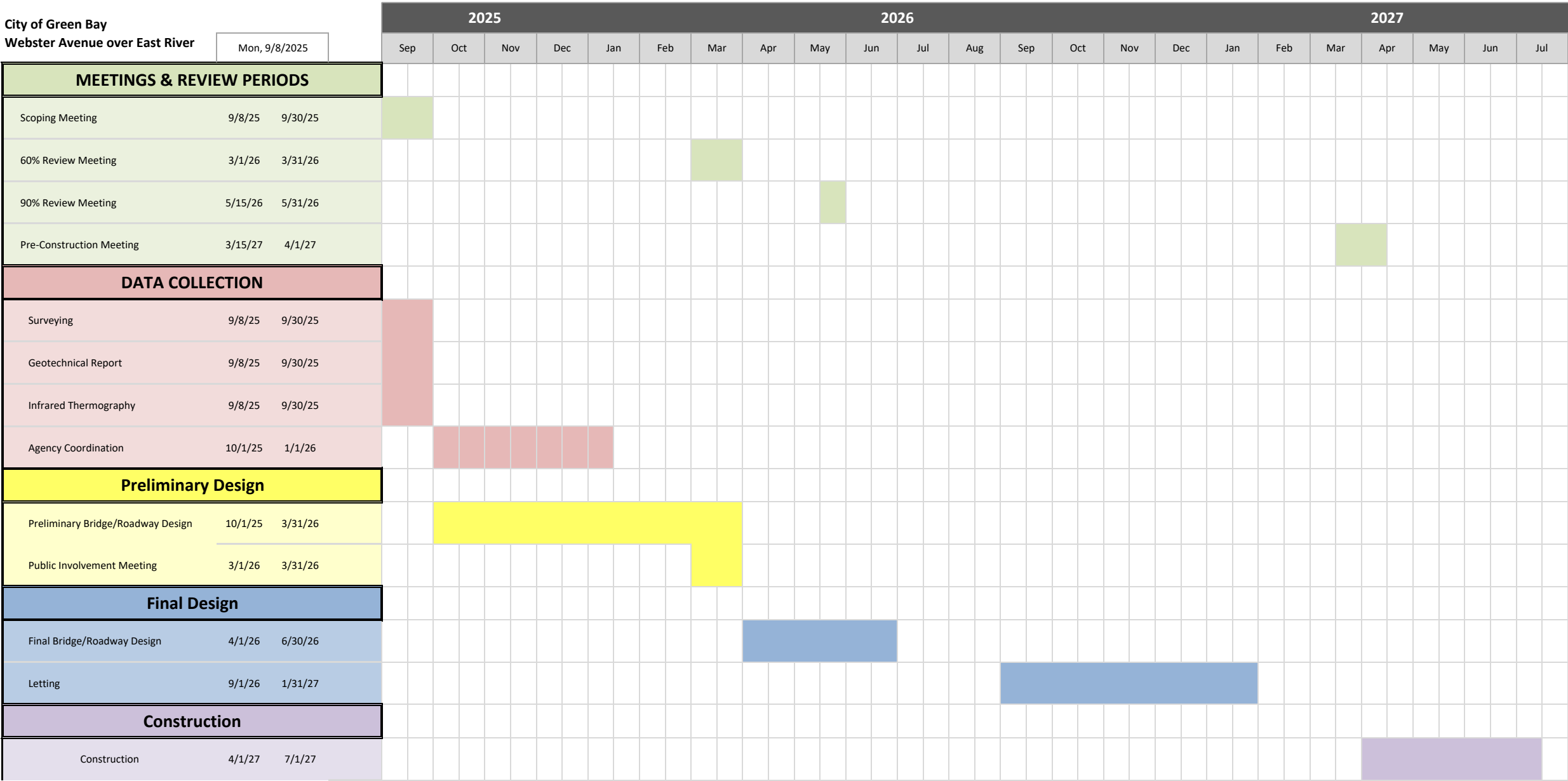
The Evergreen Avenue Bridge in the Village of Howard has been deteriorating over time. The structure is inadequate for future improvements planned for this section of roadway and contains substandard components.

The completed bridge has a clear span of 44.5 feet and a slab depth of 9 inches. The structure width is 57 feet, which accommodates sidewalks on both sides of the roadway. Roadway approaches were reconstructed on each side of the structure, approximately 250 feet to the west and approximately 50 feet to the east. This structure type reduces the upstream water surface elevation from its current condition, and maintains a natural bottom channel. Sight distance was corrected along Evergreen Avenue as part of this upgrade.

SERVICES

- Public Involvement Plan
- Environmental Document
- Utility Coordination/Submittal
- Design Reports
- Agency Coordination
- Preliminary and Final Plans
- Final PS&E Documents

PROJECT SCHEDULE



TASK/HOUR BREAKDOWN FEE SPREADSHEET

Webster Avenue over East River													
Transportation			Project Team	Project Management			Structures		Roadway		Survey		Subconsultant Expenses
				Craig Hansen	Andrew Schutlz	Adam Krieger	Jeff Rosner	Shelly Cornelius	Chad Kwiatkowski	Chris Woreck	Troy Collins	Jim Koslowsky	
			Classification	P6	P5	P5	P7	P5	P3	T5	P3	T4	
			Rate	\$205	\$175	\$160	\$225	\$175	\$130	\$115	\$135	\$125	
Task #	Task Hrs	Task Description	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours		
1	18	Meetings (Project Scope, 60%, 90%, Pre-con)		8		2		8					
2	18	Project Management (Invoices, Scheduling, Subconsultant coordination)	2	16									
3	40	Data Collection and Review of Data								8	32		
4	0	Roadway Design											
5	1	Title, General Notes, Project Overview & Project Ties							1				
6	2	Construction Details						1	1				
7	2	Typical Sections						1	1				
8	1	Control Point Ties							1				
9	1	Alignment Plan							1				
10	3	Removal Plan						2	1				
11	3	Erosion Control Plan						2	1				
12	18	Traffic Control Plan		2				8	8				
13	3	Pavement Marking Plan						2	1				
14	36	Quantities/Estimate		4				32					
15	0	Bridge Design											
16	4	Site visit to confirm inspection findings				4							
17	44	Calculations				4	40						
18	12	Infrared Thermographic Inspection				2	6		4				
19	0	Abutment Repairs											
20	32	Preliminary Structure design.				4	16		12				
21	44	Final Structure design.				4	24		16				
22	10	SA&I Inspection				8			2				
23	8	Agency Coordination						8					
24	24	Public Involvement (Including PI Meeting)		8				16					
25	24	Utility Coordination		8				16					
26	28	Quality Control	4		8	16							
27	48	Bidding Documentation		16				32					
28	4	Final Inspection		2		2							
29	0	Subconsultants											
30	0	BDI (Infrared Thermography)										\$20,383.00	

Total Tasked Hours =	428	Tasked Hours =	6	64	8	46	86	128	50	8	32	0
Total Hours =	428	Hours =	6	64	8	46	86	128	50	8	32	0
Total Labor Cost =	\$66,580	Labor Cost =	\$1,230	\$11,200	\$1,280	\$10,350	\$15,050	\$16,640	\$5,750	\$1,080	\$4,000	\$0
Total Expenses =	\$25	Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$25	\$0
Total Subconsultant Cost =	\$20,383	Total Subconsultant Cost	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$20,383
Total Cost This Project =	\$86,988	Webster Avenue over East River										

PROPOSED FIXED HOURLY RATES

Consultant's Team	Rate 2026
Project Management	
Craig Hansen, PLS - Survey Manager	\$205.00
Andrew Schultz, PE - Project Manager	\$175.00
Adam Krieger, PE	\$160.00
Structures	
Jeffrey Rosner, PE	\$225.00
Shelly Cornelius, PE	\$175.00
Roadway	
Chad Kwiatkowski, PE	\$130.00
Chris Woreck	\$115.00
Survey	
Troy Collins - Surveyor	\$135.00
Jim Koslowsky - Surveyor	\$125.00

Automobile travel will be billed at the current federal rate of 65.5 cents per mile.

Survey vehicles will be billed at 75 cents per mile.

LIDAR scanner will be billed at \$150/hour.

Unmanned Aircraft System (UAS) will be billed at \$75/hour.

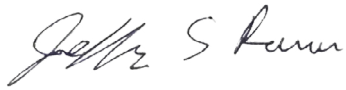
Expenses such as travel and supplies will be billed at actual cost.

LIST OF EXCEPTIONS

GRAEF has reviewed the Request for Professional Services for the Webster Avenue over East River, B-5-285, Structural Rehabilitation Design Project. GRAEF has identified no exceptions to the contract or scope of services.

PROPOSAL SIGNATURE

Per your request, Graef-USA Inc. (GRAEF) is pleased to provide this proposal for services to City of Green Bay. This proposal is for professional services for Webster Avenue over East River, B-5-285, Structural Rehabilitation Design Project.

A handwritten signature in black ink, appearing to read "Jeffrey S. Rosner".

Jeffrey S. Rosner, PE
Principal in Charge



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # E.4

Consideration with possible action on request by Department of Public Works to enter into a Professional Services Agreement with Emmons & Olivier Resource, Inc. for the final engineering and design of EAST RIVER EMILIE PARK WETLAND for flood resiliency in the amount of \$123,116.

BACKGROUND

The East River Emilie Park final design project is a continuation of work performed under a previous grant to develop potential flood solutions projects for the East River. Emmons & Oliver Resources, Inc. (EOR) was previously selected to accomplish this work and will continue as the consultant to bring the project to the final design stage. The project is for the final design and permitting of a wetland scrape within East River Emilie Park to improve flood resiliency. Pending available funding and permit approvals, the proposed schedule aims for construction in 2027.

RECOMMENDATION

Approval to enter into a professional services agreement with EOR for final engineering and design of the East River Emilie Park wetland scrape for flood resiliency.

FISCAL IMPACT

The proposed scope of services for the East River Emilie Park final design is funded by an ARPA allocation of \$55,000, and the remaining contract balance will be paid by funds from a Pre-Disaster Flood Mitigation Grant from Wisconsin Emergency Management.

ATTACHMENTS

1. PSA_EOR_East River Emilie Park Wetland Final Design 08-03-25
2. EOR Proposal_Emilie Pk final design_2025.08.06

STANDARD AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN CITY OF GREEN BAY AND DESIGN PROFESSIONAL

Project: East River Emilie Park Due Diligence and Final Design

THIS AGREEMENT is made this _____ day of _____, by and between the City of Green Bay, a municipal corporation of the State of Wisconsin, located in Brown County, Wisconsin, (hereinafter called "City") and Emmons & Olivier Resources, Inc. (hereinafter called "Design Professional").

NOW, THEREFORE, in consideration of the following terms and conditions, City and Design Professional mutually agree as follows:

1. SCOPE OF WORK

Design Professional agrees to perform all services and furnish all materials necessary as fully described and specified in the Proposal for East River Emilie Park Due Diligence and Final Design.

2. FEES

Total fees payable to Design Professional shall not exceed the amount of \$123,116 for all services, materials, equipment, and authorized reimbursable expenses under this Agreement unless an Amendment to Agreement, signed by both parties, approves additional fees in writing. Any such additional fees shall be defined in writing and authorized prior to execution of such work.

3. AMENDMENTS TO AGREEMENT

This Agreement may be amended only by written instrument signed by both parties. If in the reasonable judgment of the City, the scope or nature of the services to be performed by Design Professional change or deviate materially from the scope or nature of the services described above, the City may, at its discretion, suspend performance of its services until a written agreement superseding this Agreement and adjusting the scope, schedule, and terms and conditions has been executed. Where additional work is to be completed on a time and expense compensation, charges shall be in accordance with the fee schedule submitted with the Design Professional's Proposal.

4. COMPENSATION

City agrees to pay for services provided in accordance with the compensation provisions described in the Design Professional's Proposal. Design Professional will bill the City, no more than monthly, with net payment due in 30-days from the invoice date. Design Professional may, after giving 72-hour notice, suspend service under the Agreement until the City has paid all amounts in full due for services rendered and expenses incurred.

5. INDEMNIFICATION (HOLD HARMLESS) AGREEMENT

Design Professional hereby agrees to indemnify 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 negligence, whether active or passive, of Design Professional or of anyone acting under its direction or control or on its behalf 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 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 negligence of the City, its elected and appointed officials, officers, employees, agents, representatives and volunteers.

Design Professional will indemnify the City for any claims by reason of its negligent acts. 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.

In the event that Design Professional employs other persons, firms, corporations or entities (sub-contractor) as part of the work covered by this Agreement, it shall be Design Professional'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.

6. INSURANCE

Design Professional shall not commence work under this Agreement until it has obtained the insurance required herein. All coverages shall be with insurance carriers licensed and admitted to do business in the State of Wisconsin. All coverages shall be with carriers acceptable to the City. A minimum AM Best Rating of A-VII is required.

It is hereby understood and agreed that the insurance required by the City is primary coverage and that any insurance or self-insurance maintained by the City, its officers, council members, agents, employees or authorized volunteers will not contribute to a loss.

Worker's Compensation and Employers Liability Minimum Requirements as required by Statute: Design Professional shall cover or insure under applicable labor laws relating to worker's compensation insurance, all of their employees in accordance with the law in the State of Wisconsin. Design Professional shall provide statutory coverage for work related injuries and employer's liability insurance with limits of \$100,000 each accident, \$500,000 disease policy limit and \$100,000 disease each employee.

Liability Insurance: Design Professional shall procure and maintain during the life of this Agreement the following Commercial General Liability Insurance and Automobile Liability insurances:

A. PROFESSIONAL LIABILITY (Errors and Omissions)

- (1) Minimum Limits
 - (a) \$2,000,000 each claim/\$3,000,000 annual aggregate
 - (b) Any deductible not to exceed \$25,000 each claim
- (2) Must continue coverage for 3 years after final payment for service/job

B. GENERAL LIABILITY COVERAGE

- (1) Commercial General Liability
 - (a) \$4,000,000 general aggregate
 - (b) \$1,000,000 products - completed operations aggregate
 - (c) \$1,000,000 personal injury and advertising injury
 - (d) \$2,000,000 each occurrence limit
- (2) Claims made form of coverage is not acceptable.

- (3) Insurance must include:
 - (a) Premises and Operations Liability
 - (b) Blanket Contractual Liability including coverage for the joint negligence of the City of Green Bay, its officers, council members, agents, employees, authorized volunteers and the named insured
 - (c) Personal Injury
 - (d) Explosion, collapse and underground coverage
 - (e) Products/Completed Operations
 - (f) Independent Contractors

C. BUSINESS AUTOMOBILE COVERAGE

- (1) Minimum Limits - \$2,000,000 Combined Single Limit for Bodily Injury and Property Damage each accident
- (2) Must cover liability for "Any Auto" - including Owned, Non-Owned and Hired Automobile Liability

Additional Insured: Design Professional shall name the City, including all elected and appointed officials, all employees and volunteers, all boards, commissions and/or authorities and their board members, employees and volunteers as Additional Insured on the General Liability Coverage. This coverage shall be primary to the Additional Insured, and not contributing with any other insurance or similar protection available to the Additional Insured, whether other available coverage is primary, contributing or excess.

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

Cancellation Notice: All insurances required by this Agreement shall include an endorsement stating the following: "Thirty (30) days Advance Written Notice of Cancellation or Ten (10) days for Non-Renewal shall be sent to: City of Green Bay; Attn: Risk Management; 100 North Jefferson St.; Green Bay, WI 54301.

Proof of Insurance Coverage: Design Professional shall provide to the City, at the time this Agreement is returned for execution, Certificates of Insurance and/or policies, acceptable to the City. If so requested, certified copies of any or all policies shall also be furnished. The Additional Insured Policy endorsement must accompany the Certificate of Insurance. A copy of the Certificate of Insurance must be on file with Risk Management. If no Certificates of Insurance and/or policies are provided to the City upon execution of this Agreement, the Agreement shall be null and void.

Continuation of Coverage: If any of the above coverage expires during the term of this Agreement, the Design Professional shall deliver renewal certificates and/or policies to the City at least ten (10) days prior to the expiration date.

7. DISPUTE RESOLUTION

All claims, disputes or any other matters in question between the parties arising out of or relating to this Agreement or breach thereof shall be subject to mediation as a condition precedent to the institution of any legal proceedings by either party. If such claim, dispute or any other matter involves a lien arising out of Design Professional's services, Design Professional may proceed in accordance with applicable law to comply with lien notice and filing deadlines prior to resolution of the matter by mediation.

The City and Design Professional shall attempt to resolve claims, disputes and other matters in question between them by mediation in accordance with the current Mediation Rules of the American Arbitration Association unless the parties agree otherwise. A request for mediation shall be filed in writing with the other party to

this Agreement and, if applicable, the American Arbitration Association.

The parties shall share equally the mediator's and any filing fees. Mediation shall be held in the place where the Project is located, unless another location is mutually agreed upon. Agreements reached in mediation shall have the same force and effect as settlements in any court having jurisdiction thereof.

8. ACCESS/UTILITIES

The City will arrange access to the site, as necessary, for Design Professional to complete the work. Design Professional 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.

Design Professional is responsible for coordinating with an appropriate private utility locating service to identify the presence of public utilities on private property. Design Professional shall not be responsible for the accuracy and completeness of utility location information provided by third parties. To the extent caused by Design Professional's negligent acts or omissions in the performance of services under this Agreement, Design Professional agrees to indemnify and save the City harmless from all claims, suits, losses, cost and expenses including reasonable attorney's fees as a result of any personal injury, death or property damage resulting from damage to public utilities, provided such indemnification shall not apply to the extent of the City's own negligence.

9. SAFETY

Design Professional shall comply with all Occupational Safety and Health Administration (OSHA) and State and Local safety and health standards and any other applicable rules and regulations.

Design Professional's work or field personnel shall not be responsible for determining or implementing the means, methods, techniques, sequences or procedures of construction. Design Professional will not be responsible for evaluating, reporting or effecting job conditions concerning health, safety or welfare, unless specifically requested in writing. Design Professional's work or failure to perform same shall not in any way excuse any contractor, subcontractor or supplier from performance of its work in accordance with contract documents.

10. OWNERSHIP OF DOCUMENTS

Any reports, specifications, drawings, or other documents prepared by the Design Professional in the performance of its obligations under this Agreement shall become the property of the City. All such materials shall be returned to the City upon completion, termination, or cancellation of this Agreement and payment in full of all monies due the Design Professional. The Design Professional shall not use, willingly allow, or cause such materials to be used for any purpose other than the performance of all Design Professional's obligations under this Agreement without the written consent of the City. The City agrees that the Design Professional shall not be responsible for any re-use by the City, or by third parties that obtained the documents from or through the City, for purposes other than the original intent of the documents provided by the Design Professional.

11. SAMPLES

Unless otherwise agreed or consumed in testing, test specimens shall be retained for a minimum of thirty (30) days following submission of final report.

12. ASSIGNMENT, TRANSFER OR SUBCONTRACTING

The Design Professional shall not subcontract, assign or transfer any interest in this Agreement or any payments due hereunder except upon prior written consent of the City. All terms, conditions, covenants and agreements herein shall extend to and be obligatory upon any successors or assigns of Design Professional upon the execution of any written consent by the City. Consent shall not be given to any proposed assignment

that would release the Design Professional of their responsibilities under this Agreement.

13. TERMINATION FOR CONVENIENCE

The City reserves the right to terminate this Agreement, or any part of this Agreement, upon fourteen (14) days written notice. In case of such termination, the Design Professional shall be entitled to receive payment from the City for work completed to date in accordance with the terms and conditions of this Agreement.

14. TERMINATION FOR CAUSE

Either party may terminate this Agreement in the event the other party fails to fulfill any of its obligations under this Agreement in a timely manner or otherwise violate any of the covenants, agreements or stipulations material to this Agreement. Termination of the Agreement is accomplished by the party initiating the termination giving fourteen (14) days written notice to the other party. In case of such termination, the Design Professional shall be entitled to receive payment from the City for work completed to date in accordance with the terms and conditions of this Agreement.

15. NO DISCRIMINATION

During the term of this Agreement, the Parties, and the employees, representatives, agents and or volunteers thereof, shall not discriminate against any person based on race, color, creed, religion, sex, national origin, age, ancestry, disability, sexual orientation, gender identity, gender non-conformity, gender expression, transgender status, pregnancy, or marital or parental status.

16. SEVERABILITY

In the event that any section, clause or portion of this Agreement shall be adjudged or decreed to be invalid, the remainder of the Agreement shall remain in full force and not be affected by such judgment.

17. APPLICABLE LAWS

This Agreement shall be governed in all respects by the laws of State of Wisconsin.

18. ENTIRE AGREEMENT

This Agreement, together with the Design Professional's Proposal (dated August 6, 2025), the attachments appended hereto, and all documents, drawings, specifications, and instruments specifically incorporated herein and made a part hereof, shall constitute the entire Agreement of the parties.

19. COMPLIANCE WITH LAWS

Design Professional is responsible to see that services and documents furnished by Design Professional conform to the applicable laws, rules, regulations, codes, orders, and special requirements, except as may be specifically provided otherwise herein.

20. COUNTERPARTS

This Agreement may be executed in several counterparts, and the signatures on this Contract may be transmitted electronically. Electronic signatures will be deemed to constitute original signatures and counterparts to this Agreement containing the signatures (whether original or electronic) of all the parties will be deemed to constitute a single, enforceable Contract.

21. TIME

This Agreement shall be effective on _____, 20____(which is the Effective Date of the Agreement).

All schedules are to be strictly met.

SIGNATURES BELOW

THE CITY OF GREEN BAY:

DATED: _____

Eric Genrich – Mayor

CONSULTANT :

DATED: _____

By:
Its:



August 6, 2025

Melissa M. Schmitz, C.E.M., LEED GA
Resiliency Coordinator
City Hall - Room 300
100 N. Jefferson Street
Green Bay, WI 54301

RE: Proposal for East River Emile Park due diligence and final design

Dear Melissa,

Thank you for requesting this proposal for bringing the wetland restoration at East River Emile Park from its current 90% level to a final 100% design. We are excited to help this project come to fruition. This proposal describes the scope, fee, and schedule for Emmons & Olivier Resources, Inc. (EOR) to perform these services.

Project Understanding

This project will be supported by grant funding and will have a multi-year timeline. We understand that a grant has been secured from Wisconsin Emergency Management with a timeline of June 2025 – June 2026. Potential additional grants are pending.

Main elements of the project include site due diligence investigations, permitting, final design, and stakeholder engagement. This design will build on the current 90% design and will address remaining design elements and questions previously identified during that process.

Our proposed scope follows the initial tasks developed in fall of 2024 to support grant applications. New tasks in this proposal include the following.

- Providing monitoring equipment and training for City staff to assist with groundwater monitoring. This will help ensure data quality.
- Waterway Miscellaneous Structure IP. The permitting pathway for the water access structures has not yet been determined in discussions with the WDNR. We have included this permit in case it is needed.
- Modeling of stormwater treatment at a level of detail suitable for TMDL credit evaluation and stormwater permitting. This was recently requested by the City.
- Storm sewer backwater modeling and inundation mapping. This was recently requested by the City.
- Evaluating the need to raise portions of the East River Trail and determining the related floodplain constraints, to help the City determine whether to proceed with 100% design of raising the trail. If the City elects to proceed with this design element, the 100% design for raising the trail would be performed under a contract amendment.

Project Team

Our team for the final design will be consistent with the 90% design team and will include the following staff:

Steve Gaffield, PE – Project Manager and Permitting Lead
Mike Rupiper, PE – Design Lead
Tiffany Mueller, EIT – Project Engineer
Rob Stein, RLA – Project Landscape Architect
Evan Murdock, CFM – Hydrologic & Hydraulic Modeler
Nick Hayden, PE – QAQC

Scope of Services

Due Diligence

1. *Soil borings and monitoring well installation with a Geoprobe direct-push drill rig.*
 - The purposes of this task are to identify soil characteristics for wetland design and disposal options for excavated soil, and to quantify seasonal water table fluctuations to inform the design depth of the wetland scrape.
 - Six (6) monitoring wells will be installed to depths of approximately 5-10 ft, with PVC well casings sized to accommodate water level data loggers (1.5- or 2-inch diameter).
 - The project team will identify monitoring well locations within Emilie Park, which may fall inside or outside the proposed scrape area. All wells will be abandoned following construction.
 - Wells will be constructed with protective covers mounted flush with the ground surface to avoid interference with mowing and other park activities. Locking caps will be placed on the PVC casings below the bolt-on protective covers.
2. **Contingency:** *Excavate and observe test pits with a backhoe if soil borings are unsuccessful due to rocks, debris or other drilling obstructions.*
3. *Groundwater monitoring & data analysis.*
 - Install continuously recording Hobo U20L data loggers to measure fluctuations in groundwater levels in each well.
 - Measure groundwater levels for 1 year, beginning in summer of 2025.
 - Visit the site 3 times during the year to download data and manually measure water levels in wells.
 - Correct pressure measurements by data loggers using atmospheric data from a nearby weather station to calculate groundwater level elevations.
 - Provide City staff with training and a water level meter and data logger download equipment so they can collect manual water level readings and download data loggers periodically throughout the project period to supplement monitoring by EOR.
 - Compare groundwater levels with the City's Smart Cover water level data for the East River at Mason St.
 - Place the measured water level fluctuations in a long-term context, using rainfall records and comparison with other groundwater level data (if available).

4. *East River bank stability evaluation and stabilization options.*

- Inspect the current condition of the bank of the East River in Emilie Park to identify existing problems with stability or erosion; general slope, vegetation and soil conditions; and potential stabilization designs.

Permitting

Assumption: The City will apply for all permits with information provided by EOR, and the City will pay permit application fees. EOR will coordinate permitting activities and meetings with permitting agencies.

1. *WDNR Pond / Artificial Waterbody – Wildlife General Permit*

The WDNR has indicated that the project might be eligible for a Stormwater Pond General Permit or a Wildlife Pond General Permit. Our initial review of the permit eligibility criteria suggests that the wildlife pond permit is more likely to apply. If neither general permit does apply, a Pond Individual Permit would be required; in that case, we will negotiate a mutually agreeable contract amendment with the City, if necessary.

- Request a jurisdictional determination from the Corps of Engineers regarding delineated wetlands 2, 3 and 4 in the interior of the park.
- Apply to the WDNR for a non-federal wetland exemption for delineated wetlands 2, 3 and 4.
- Continue discussions with WDNR about permit and design options that might allow both inclusion of the delineated wetlands in the grading area of the proposed scrape and treatment of stormwater in the scrape. WDNR has indicated that, even if wetlands 2, 3 and 4 exempt from wetland regulations, Chapter 30 will prohibit disturbing them if stormwater is to be treated in the scrape. WDNR has suggested leaving these small wetlands as undisturbed, elevated areas within the scrape, but it may be possible to identify a design alternative that allows these isolated wetlands to be included with the grading for the scrape. It might also be possible to demonstrate that the wetlands are artificial and developed on fill, which could change permitting requirements.

2. *WDNR Stream Bank Erosion Control – Integrated Bank Protection General Permit.*

- The WDNR has indicated that bank stabilization measures along the East River will likely require a General Permit. However, if riprap is selected and the total shoreline length that is treated is less than 200 lineal feet of riprap, the project would be exempt from any permit requirement. For greater than 200 LF of riprap, a General Permit would be required.
- **Assumption:** Integrated bank protection will be used to create a more naturalized shoreline than riprap would provide.

3. *WDNR Miscellaneous Structures Individual Permit*

- The WDNR has indicated that this Individual Permit will be required for the stone access steps on the East River shoreline, unless they are less than 60 inches wide. If the steps are less than 60 inches wide and meet other requirements, they could be covered by the bank stabilization General Permit described above.
- **Assumption:** Because the 90% plans show steps much wider than 60 inches to facilitate public access to and viewing of the East River, we have assumed that the Individual Permit is necessary.
- **Assumption:** In-person attendance at a public hearing will not be required; however, virtual attendance may be requested, if necessary.

4. *WDNR Construction Site Stormwater General Permit*

- This will be required because the extent of disturbance will be greater than 1 ac. WDNR has indicated that this permit will cover grading on the bank of the East River, including the overflow weirs between the river and the proposed scrape, so that a separate waterway grading permit will not be required.

5. *Coordination with the Corps of Engineers*

- The WDNR wetland and waterway permit applications are automatically forwarded to the Corps of Engineers.
- **Assumption:** We have included an allowance of 8 hours to communicate with the Corps of Engineers and address their questions and comments. The actual level of effort and cost required may differ depending on the nature and quantity of their comments.

6. *City floodplain zoning approval*

- EOR will conduct hydraulic modeling of the proposed design to demonstrate no rise in the 100-year flood elevation of the East River.
- We will provide application materials to the City for submittal and address regulator comments and questions.
- We will evaluate the need to raise parts of the existing East River Trail and constraints on the extent and height that it can be raised due to floodplain zoning requirements.
- **Assumption:** Regulators will provide 1 round of comments requiring minor revisions.
- **Assumption:** No Letter of Map Revision will be required from FEMA, which is expected because the City is not planning to update the Base Flood Elevation due to this project.

7. *Contingency: City stormwater permit*

- If a City stormwater permit is required, EOR will provide the City with the materials needed to complete the permit application and will address questions and comments on the application.

100% Design

1. *Stormwater treatment design.*

- Evaluate the removal performance of stormwater wetlands at the Grignon and Emilie Street storm outfalls for Total Suspended Solids and Total Phosphorus using existing WinSLAMM models developed for the TMDL and provided by the City.
- Provide design alternatives and recommendations, so that the City can identify the preferred stormwater wetland layout to be included in the 100% design.
- Design the details of stormwater treatment wetlands in Emilie Park at the proposed outfalls for Grignon and Emilie Streets.
- Complete minor revisions of the treatment design based on 1 round of City comments.
- **Assumption:** The existing models represent the contributing watershed in sufficient detail so that only minor revisions to contributing watersheds are needed, allowing our effort to focus on treatment design in Emilie Park.

2. *Storm sewer backwater and land surface inundation mapping.*

- Model conveyance of stormwater through the restored wetland to quantify the extent and duration of inundation in the park due to inflows from the storm sewers and potential backwater impacts on the sewers for selected rainfalls. We anticipate using HydroCAD for this analysis.

- Map storm sewer and park vicinity backwater elevations for different river flood stages for existing and proposed conditions, to depict conditions in the sewer system and the park during high-water events.
 - **Assumption:** Hydraulic modeling of storm sewer pipe network will not be required for this analysis, because existing and proposed tailwater conditions in the sewers will be essentially the same for existing and proposed conditions.
3. *East River bank stabilization design.*
 - This could include rock, bio-engineered treatments and/or vegetation management.
 4. *River access locations & design details.*
 - We will refine the locations and design details for the river access steps in two locations along the East River, incorporating input from City staff.
 5. *Boardwalk and overlook platform details.*
 - Refine the details in the 90% design based on input from City staff, including the locations and materials of the various boardwalk sections and the central overlook and shade structure.
 - **Assumption:** Only minor revisions to 90% plans, without major re-design of the trail crossings of overflows between the East River and the wetland scrape.
 6. *Grading revisions for permitting, design revisions, or cost reduction.*
 - This could include changes to the layout of the wetland scrape or trail grades.
 7. *General refinements to the plan set, special provisions, and opinion of probable cost*
 - These materials will continue to use the City's format employed in the 90% design.
 - **Assumption:** The City will provide 1 round of comments resulting in minor revisions to the design documents.
 8. *Vegetation restoration details*
 - We will refine the vegetation restoration and maintenance plans based on design revisions and City comments.

Stakeholder Engagement & Funding Support

1. *Additional renderings / videos.*
 - EOR will provide additional project renderings and/or videos to support stakeholder engagement, funding applications, or other project activities.
 - **Assumption:** We have budgeted 30 hours of EOR staff time for this support.
2. *Project text and graphics.*
 - EOR will assist the City in developing text and graphics for written project materials to be distributed as hardcopy handouts and/or on the City's website or to be used by the City in funding applications.
 - **Assumption:** We have budgeted 20 hours of EOR staff time for this support.

Contract, Fee and Schedule

Services by EOR on this project will be conducted according to the terms and conditions described in the City of Green Bay's Standard Agreement for Professional Services.

The services will be performed on a time and expense basis according to the rates and procedure described on the attached rate sheet, not to exceed the fee in the itemized budget below. Note that we expect that some funds will be shifted between tasks within this total budget amount. The contingencies and assumptions noted above may affect the project budget; if additional funding is required, EOR will negotiate a mutually agreeable amendment with the City of Green Bay.

Itemized Project Budget

Task	Total Cost	Labor		Subcontractor		Expenses	
		Hours	Cost	Cost	Description	Cost	Description
Due Diligence							
Geoprobe borings & wells (1 day) + prep/demob	\$7,693	18	\$2,700	\$4,600	GeoProbe	\$393	Mileage & per diem
Contingency: Backhoe if borings unsuccessful	\$3,832	14	\$2,144	\$1,495	Backhoe	\$193	Mileage
Evaluate East River bank stability	\$1,350	9	\$1,350				
Groundwater monitoring & data analysis	\$11,318	50	\$7,346			\$2,310	Data loggers (6)
						\$414	Download equipment
						\$670	Water level meter
						\$578	Mileage
Project management & communications	\$952	4	\$952				
Quality assurance & quality control	\$836	4	\$836				
Permitting							
DNR wildlife pond GP & DNR coord. on stormwater treatment	\$5,716	34	\$5,716				
Streambank Erosion Control GP	\$2,064	12	\$2,064				
Waterway Misc Structures IP for access steps	\$5,800	32	\$5,800				
DNR Construction Site Stormwater GP (NOI)	\$2,700	18	\$2,700				
Corps of Engineers coordination	\$1,508	8	\$1,508				
City floodplain zoning (no-rise)	\$8,592	40	\$8,592				
Contingency: City stormwater	\$2,900	16	\$2,900				
Project management & communications	\$1,428	6	\$1,428				
Quality assurance & quality control	\$2,624	12	\$2,624				
100% Design							
Stormwater treatment design & modeling	\$14,544	84	\$14,544				
Storm sewer & surface inundation modeling & mapping	\$7,632	44	\$7,632				
East River bank stabilization & habitat design	\$7,352	44	\$7,352				
River access locations & design details	\$3,594	22	\$3,594				
Boardwalk & overlook platform details	\$6,520	36	\$6,520				
Potential grading revisions for permitting or cost reduction	\$2,620	16	\$2,620				
Refine plans, specs, cost est. & City edits (1 round)	\$2,540	14	\$2,540				
Vegetation restoration additional details	\$2,382	15	\$2,382				

Task		Labor		Subcontractor		Expenses	
	Total Cost	Hours	Cost	Cost	Description	Cost	Description
In-person meeting (1) to review design with City staff	\$1,621	6	\$1,428			\$193	Mileage
Project management & communications	\$1,904	8	\$1,904				
Quality assurance & quality control	\$836	4	\$836				
Stakeholder Engagement & Funding Support							
Additional renderings / videos	\$6,246	30	\$6,246				
Project text and graphics	\$4,644	20	\$4,644				
Project management & communications	\$952	4	\$952				
Quality assurance & quality control	\$418	2	\$418				
Project Total	\$123,116	626	\$112,272	\$6,095		\$4,749	

A tentative project schedule is summarized below, based on information available at this time. Key milestones and dates will be developed in more detail through mutual agreement with the City.

East River Emilie Park 100% Design - Tentative Project Schedule

Project Start: 9/1/2025

Prepared by Emmons & Olivier Resources

10

					2025				2026											
					Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
	TASK	START	END	Month:	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
1	Due Diligence	9/1/25	7/1/26																	
	Soil borings/test pits and monitoring well installation	9/1/25	11/1/25																	
	Evaluate East River bank stability	9/1/25	11/1/25																	
	Groundwater monitoring and data analysis	9/1/25	7/1/26																	
2	Permitting	9/1/25	7/1/26																	
	Regulator discussions	9/1/25	10/31/25																	
	Develop permit applications, City review, and submittal	10/1/25	12/31/25																	
	Address permit reviewer comments	12/31/25	5/31/26																	
	Permit approvals	6/1/26	7/1/26																	
3	100% Design	9/1/25	7/31/26																	
	Final design decisions by City	9/1/25	10/1/25																	
	Stormwater design modeling	9/1/25	10/31/25																	
	Permit design drawings	10/1/25	12/31/25																	
	100% design plans & specifications	6/1/26	7/31/26																	
4	Stakeholder Engagement & Funding Support	9/1/25	7/31/26																	



Key Milestone

- Permit application submittals
- Permit approvals

Thanks very much for the opportunity to provide this proposal. Please contact me at (608) 839-6213 with any questions.

Emmons & Olivier Resources, Inc.

A handwritten signature in black ink, appearing to read "Stephen J. Gaffield". The signature is fluid and cursive, with the first name "Stephen" being more legible than the last name "Gaffield".

Stephen J. Gaffield, PE, PhD, CFM
Water Resources Engineer

Enclosure: 2025 Fee Schedule

EOR 2025 HOURLY FEE SCHEDULE

<u>Classification</u>	<u>Hourly Rate (*)</u>
Professional 1	\$139.00
Professional 2	\$175.00
Professional 3	\$209.00
Professional 4	\$238.00
Technician 1	\$102.00
Technician 2	\$123.00
Technician 3	\$149.00
Project Principal	\$265.00
Senior Principal	\$295.00
Support Staff	\$95.00

Professionals:

Includes licensed and nonlicensed engineers, landscape architects, geologists, scientists, surveyors, field professionals, and geospatial professionals with bachelor's or advanced degrees.

Technicians:

Work requires a combination of basic scientific knowledge and manual skills which can be obtained through two years of post high school education, such as is offered in technical schools, community colleges, or through equivalent on-the-job training.

Principals:

Officers and departmental managers at the highest level of EOR staff classification performing technical and quality control supervision.

Support Staff:

Non-manual clerical work performed by office administrators, administrative assistants, bookkeepers, messengers, office helpers, and clerks.

Additional Notes:

- *Reimbursable expenses (Reproduction, Printing, Duplicating, Mileage at current government rates, DGPS equipment, field supplies, use/rental of special equipment, etc.) will be billed at cost.*
- *Subcontracted services will be billed at cost plus 15% to cover overhead expenses.*
- *Expert witness trial and deposition testimony will be billed at the above hourly rates times 1.5.*
- *Payment is due upon receipt of invoice. If the invoice is not paid within thirty (30) days after invoice date, Client will also pay a finance charge thereon of 1.5 percent or the maximum rate allowed by law, whichever is less, for each month thereafter or portion thereof that an invoice remains unpaid.*

(*) Rates reviewed and adjusted on an annual basis.



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # E.5

Report of actions taken by the Department of Public Works.

A. Granting of Licenses

I. Sidewalk Builder

- a. Global Concrete LLC
- b. Louie's General Construction & Concrete

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # E.6

Report the award of contract for Hauling, Disposal, & Mobilization of Contaminated Soil to Peter's Concrete Co. for a one-year contract with an estimated spend of \$85,000.00.

BACKGROUND

This contract is for the hauling and disposal of contaminated soils from the City's 2025 construction projects.

RECOMMENDATION

To award Peters Concrete

FISCAL IMPACT

The fiscal impact is estimated to be \$85,000. The cost of hauling and disposal is included in the capital improvement funds for the respective projects.

ATTACHMENTS

1. Intent To Award
2. 2025-21 Bid Summary
3. 2025-21 RFB 2025 Special Provisions



Purchasing Department
100 North Jefferson Street • Room 410
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Phone 920.448.3047
Fax 920.448.3050

8/11/2025

RE: Notice of Intent to Award
RFB # 2025-21 Hauling Disposal & Mobilization of Contaminated Soil

Dear Sir/Madam:

The evaluation of proposals received for this RFB has been completed and the following is recommended for award:

The City of Green Bay Department of Public Works is recommending awarding the Hauling Disposal & Mobilization of Contaminated Soil to Peters Concrete Co.

The recommended award will be brought for approval before the next Improvement and Services Committee meeting scheduled for August 13, 2025 at 5pm.

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

Please see the summary of bids received for this project.

Thank you for your continued interest in doing business with the city of Green Bay. If you have any questions, or require additional information, please feel free to contact me at 920-448-3049.

Sincerely,

Troy Van Handel

Troy Van Handel
Buyer
City of Green Bay

Attachment

CC: Chuck Yang

CITY OF GREEN BAY BID SUMMARY
IFB# 2025-21 Hauling, Disposal & Mobilization of Contaminated soil
ISSUED: 7/15/2025 DUE: 8/5/2025
CG 96200, 91200, 91300, 92500

	VENDOR #1										VENDOR #2										VENDOR #3										VENDOR #4									
	Peters Concrete Co.					BEST Enterprises					River View Construction					SGS Environmental Contracting																								
PROJECT NO.	GLK Hickory Meadows Landfill LLC Hilbert	Waste Management at Ridgeway Landfill	Outagamie County Landfill	Brown County South Landfill Greenleaf	Indicate Your Price Per Each Mobilization	Landfill Average Price	Total Estimated Landfill Cost	Total Mobilization Cost	Total Estimated Cost	GLK Hickory Meadows Landfill LLC Hilbert	Waste Management at Ridgeway Landfill	Outagamie County Landfill	Brown County South Landfill Greenleaf	Indicate Your Price Per Each Mobilization	Landfill Average Price	Total Estimated Landfill Cost	Total Mobilization Cost	Total Estimated Cost	GLK Hickory Meadows Landfill LLC Hilbert	Waste Management at Ridgeway Landfill	Outagamie County Landfill	Brown County South Landfill Greenleaf	Indicate Your Price Per Each Mobilization	Landfill Average Price	Total Estimated Landfill Cost	Total Mobilization Cost	Total Estimated Cost	GLK Hickory Meadows Landfill LLC Hilbert	Waste Management at Ridgeway Landfill	Outagamie County Landfill	Brown County South Landfill Greenleaf	Indicate Your Price Per Each Mobilization	Landfill Average Price	Total Estimated Landfill Cost	Total Mobilization Cost	Total Estimated Cost				
Project #1: 100 Tons, 1 mobilizations (Parke S-24 Lickie Memorial Park, 128 Downman St.) - Petroleum	Est. \$18.50	Est. \$18.50	Est. \$16.50	Est. \$16.50	Est. \$425.00	Est. \$17.50	Est. \$1,750.00	Est. \$1,275.00	Est. \$3,025.00	Est. \$18.00	Est. \$18.00	Est. \$16.00	Est. \$16.00	Est. \$500.00	Est. \$17.00	Est. \$1,700.00	Est. \$1,500.00	Est. \$3,200.00	Est. \$32.10	Est. \$30.75	Est. \$29.40	Est. \$28.05	Est. \$300.00	Est. \$30.00	Est. \$3,007.50	Est. \$900.00	Est. \$3,907.50	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$2,610.00	Est. \$17.63	Est. \$1,762.50	Est. \$7,830.00	Est. \$9,592.50				
Project #2: 400 Tons, 1 mobilizations (Shippard Park) - Solid Waste & Petroleum	Est. \$18.50	Est. \$18.50	Est. \$16.50	Est. \$16.50	Est. \$425.00	Est. \$17.50	Est. \$47,250.00	Est. \$2,550.00	Est. \$49,800.00	Est. \$18.00	Est. \$18.00	Est. \$16.00	Est. \$16.00	Est. \$500.00	Est. \$17.00	Est. \$45,900.00	Est. \$3,000.00	Est. \$48,900.00	Est. \$32.10	Est. \$30.75	Est. \$29.40	Est. \$28.05	Est. \$300.00	Est. \$30.00	Est. \$81,202.50	Est. \$1,800.00	Est. \$83,002.50	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$2,610.00	Est. \$17.63	Est. \$47,587.50	Est. \$15,660.00	Est. \$63,247.50				
Project #3: 1000 tons, 2 mobilization (Arnold St. Broadway to East Tenth & Bridge St. Broadway to East Tenth) - Petroleum, VOC, Heavy Metals, Industrial Chemicals	Est. \$14.25	Est. \$14.25	Est. \$12.30	Est. \$12.30	Est. \$425.00	Est. \$13.28	Est. \$13,275.00	Est. \$850.00	Est. \$14,125.00	Est. \$14.75	Est. \$14.75	Est. \$12.75	Est. \$12.75	Est. \$500.00	Est. \$13.75	Est. \$13,750.00	Est. \$1,000.00	Est. \$14,750.00	Est. \$20.80	Est. \$19.60	Est. \$18.30	Est. \$17.10	Est. \$300.00	Est. \$18.95	Est. \$18,950.00	Est. \$600.00	Est. \$19,550.00	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$4,860.00	Est. \$17.63	Est. \$17,625.00	Est. \$9,720.00	Est. \$27,345.00				
Project #4: 1,500 Tons, 2 mobilizations (Howard St and Hazel St Reconstruction) - Petroleum	Est. \$14.25	Est. \$14.25	Est. \$12.30	Est. \$12.30	Est. \$425.00	Est. \$13.28	Est. \$2,655.00	Est. \$850.00	Est. \$3,505.00	Est. \$14.75	Est. \$14.75	Est. \$12.75	Est. \$12.75	Est. \$500.00	Est. \$13.75	Est. \$2,750.00	Est. \$1,000.00	Est. \$3,750.00	Est. \$21.25	Est. \$20.00	Est. \$18.75	Est. \$17.50	Est. \$300.00	Est. \$19.38	Est. \$3,875.00	Est. \$600.00	Est. \$4,475.00	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$4,860.00	Est. \$17.63	Est. \$3,525.00	Est. \$9,720.00	Est. \$13,245.00				
Project #5: 200 Tons, 2 mobilizations (Howard St, Janter St. to Baker St.) - Petroleum	Est. 200 \$17.50	Est. \$17.50	Est. \$15.55	Est. \$15.55	Est. \$425.00	Est. \$16.53	Est. \$3,385.00	Est. \$850.00	Est. \$4,155.00	Est. \$18.00	Est. \$18.00	Est. \$16.00	Est. \$16.00	Est. \$500.00	Est. \$17.00	Est. \$3,400.00	Est. \$1,000.00	Est. \$4,400.00	Est. \$29.85	Est. \$28.50	Est. \$27.15	Est. \$25.80	Est. \$300.00	Est. \$27.83	Est. \$5,565.00	Est. \$600.00	Est. \$6,165.00	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$2,610.00	Est. \$17.63	Est. \$3,525.00	Est. \$5,120.00	Est. \$8,745.00				
Project #6: 300 Tons, 2 mobilizations (4th St, S. Maple Ave to S. Broadway) - Petroleum, VOC, Heavy Metals	Est. \$17.50	Est. \$17.50	Est. \$15.55	Est. \$15.55	Est. \$425.00	Est. \$16.53	Est. \$8,262.50	Est. \$425.00	Est. \$8,687.50	Est. \$18.00	Est. \$18.00	Est. \$16.00	Est. \$16.00	Est. \$500.00	Est. \$17.00	Est. \$8,500.00	Est. \$500.00	Est. \$9,000.00	Est. \$26.30	Est. \$24.95	Est. \$23.60	Est. \$22.25	Est. \$300.00	Est. \$24.28	Est. \$12,137.50	Est. \$300.00	Est. \$12,437.50	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$2,610.00	Est. \$17.63	Est. \$8,812.50	Est. \$2,610.00	Est. \$11,422.50				
Project #7: 300 Tons, 2 mobilizations (N Quincy St, Harvey St to Chas St.) - Petroleum	Est. \$13.75	Est. \$13.75	Est. \$11.80	Est. \$11.80	Est. \$425.00	Est. \$12.78	Est. \$1,277.50	Est. \$425.00	Est. \$1,702.50	Est. \$14.75	Est. \$14.75	Est. \$12.75	Est. \$12.75	Est. \$500.00	Est. \$13.75	Est. \$1,375.00	Est. \$500.00	Est. \$1,875.00	Est. \$19.45	Est. \$18.25	Est. \$17.00	Est. \$15.75	Est. \$300.00	Est. \$17.61	Est. \$1,761.25	Est. \$300.00	Est. \$2,061.25	Est. \$22.00	Est. \$18.00	Est. \$16.75	Est. \$13.75	Est. \$4,860.00	Est. \$17.63	Est. \$1,762.50	Est. \$4,860.00	Est. \$6,622.50				
Lead Time:	Within 5 Days						\$77,775.00	\$7,225.00	\$85,000.00	10 Days						\$77,375.00	\$8,500.00	\$85,875.00	N/A						\$126,498.75	\$5,100.00	\$131,598.75	1 Week						\$84,600.00	\$55,620.00	\$140,220.00				

Recommendation: Award to the lowest responsive, responsible vendor Peters Concrete.

SPECIAL PROVISIONS

"2025 SOIL HAULING, DISPOSAL, & MOBILIZATION OF CONTAMINATED SOIL"

1. SCOPE OF WORK

The work under this proposal "2025 SOIL HAULING, DISPOSAL, & MOBILIZATION OF CONTAMINATED SOIL" consists of loading petroleum, metals, solvent, and solid waste-contaminated soil and trucking to a WDNR-approved bioremediation and landfill facility, including the GFL Hickory Meadows Landfill, LLC Site in Hilbert, Wisconsin, Waste Management Ridgeview Security Landfill in Whitelaw, Wisconsin, Outagamie County Landfill or Brown County South Landfill. The contaminated soil will most likely be stockpiled near the following locations in Green Bay. See projects listed below:

Project #1: Est. 100 Tons, 3 mobilizations (Leicht Memorial Park, 128 Dousman Street) – Petroleum

Project #2: Est. 100 Tons, 3 mobilizations (Shipyard Park) – Solid Waste & Petroleum

Project #3: Est. 1,000 Tons, 2 mobilizations (Arndt Street, Broadway to east termini & Bridge Street, Broadway to east termini) - Petroleum, VOC, Heavy Metals, Industrial Chemicals

Project #4: Est. 1,500 Tons, 2 mobilizations (Howard Street and Hazel Street Reconstruction) – Petroleum

Project #5: Est. 200 Tons, 2 mobilizations (East Mason Street, Jaster Street to Bader Street) – Petroleum

Project #6: Est. 300 Tons, 2 mobilization (Fourth Street, S. Maple Avenue to S. Broadway) – Petroleum, VOC, and Heavy Metals

Project #7: Est. 3,000 Tons, 2 mobilization (N. Quincy Street, Harvey Street to Chip Street) – Petroleum

All work included in this proposal shall be in accordance with the requirements of the "City of Green Bay Standard Specifications and Construction Standards for Public Works Construction," 2024 Edition, 2025 Edition Supplemental Standard Specification", the "State of Wisconsin, Department of Transportation, Standard Specifications for Highway and Structure Construction," Current Edition, and the following Special Provisions.

City of Green Bay Standard Specifications and Construction Standards for Public Works, Current Edition, are supplemented by these Special Provisions. The City Standard Specifications can be found at <https://greenbaywi.gov/796/Engineering>.

The State of Wisconsin, Department of Transportation, Standard Specifications for Highway and Structure Construction, Current Edition shall be known hereinafter as the WisDOT Specifications.

All work and material specified, unless otherwise distinctly stated, is to be furnished at the Contractor's expense. Any work not herein specified, which may be fairly implied as included in the proposal, of which the Engineer shall be the judge, shall be done by the Contractor without extra charge.

2. SITE EXAMINATION

The bidder is required to examine carefully the work site, the proposal form, plans, specifications, special provisions and contract forms for the work contemplated. It will be assumed that the bidder has investigated and is satisfied as to the conditions to be encountered for performing the work as scheduled, and as to the character, quality and quantities of work to be performed and materials to be furnished, and as to the requirements of the plans, specifications, special provisions and contract. The submission of the proposal shall be considered conclusive evidence that the bidder has made such examination and is satisfied as to all the conditions and contingencies.

When the plans or special provisions contain information relative to subsurface exploration, locations of underground structures, borings, soundings, water levels, elevations, profiles or other investigations, such information represents only the best knowledge of the Engineer and was obtained for design and estimating purposes only. It is made available to the bidder to provide him/her with the same information available to the Engineer, and is not intended as a substitute for personal investigation, interpretation and judgment of the bidder.

The City has endeavored to determine the location of existing utilities in the area of the work and so indicate on the appropriate drawings. The City makes no guarantee as to the accuracy or completeness of such representations. It is understood and agreed that the cost of performing work in the vicinity of existing utilities or reasonably inferable is included in the bid price.

When stated on the plan for Contractor verification, it is the Contractor's responsibility to notify the Engineer if items do not match plan items.

3. BID QUANTITIES

The quantities listed on the Request for Quotation are for bidding purposes only and may vary once the contract work is under way. No adjustment in the contract unit costs will be made due to any variance between bid quantities and the actual final measured quantities.

4. CONSTRUCTION SCHEDULE

The Contractor shall initially start work on this contract within five days of a written order to proceed from the Engineer. Construction may not commence without permission of the Engineer. Construction is expected to start in Summer 2025 with completion anticipated by Fall 2025. Stockpiles of contaminated soils will occur simultaneously.

The contractor must mobilize to the site within 48 hours of each notification by the Engineer that the removal of the stockpiled soil is necessary, unless noted otherwise by the Engineer.

5. CONTAMINATED SOIL

A. General:

The City's environmental consultant will perform appropriate tests to identify the contaminated soil for the landfill.

The Contractor shall be responsible for the removal and disposal of all contaminated soil stockpiled at the project site.

B. Handling and Disposal of Contaminated Soil:

The Contractor shall load, haul, and dispose of currently separately stockpiled petroleum-contaminated, metal/lead-contaminated, solvent, and solid waste-contaminated soil to the GFL Hickory Meadows Landfill, LLC site in Hilbert, Wisconsin, Waste Management Ridgeview Security Landfill in Whitelaw, Wisconsin, Outagamie County Landfill, or Brown County South Landfill to dispose of the petroleum, metal/lead, solvent, and solid waste-contaminated soils for this project. The tipping fees will be paid for by the City of Green Bay directly. Contractor costs will be paid for on a per ton basis of material loaded and hauled to the landfill as measured at the landfill. (Price shall not include associated tipping fees.) In addition, contractor will be paid for mobilization to the site each time they are contacted to remove stockpiled material.

The contractor shall maintain existing polyethylene sheeting upon the contaminated soil at the end of each workday. The polyethylene sheeting shall be placed, overlapped and secured in a manner, which will prevent the contact of contaminated soil with surrounding and underlying uncontaminated ground. The polyethylene sheeting furnished by the Contractor or existing on the stockpile shall be free of punctures and have a 6-millimeter minimum thickness. Maintenance or replacement of the polyethylene sheeting shall be considered incidental to the contract.

The stockpiled contaminated soils will/may consist of a number of separate stockpiles that require to be maintained and hauled separately.

C. Method of Measurement.

Transporting contaminated soils to the landfill shall be weighed at the landfill for total tonnage delivered.

D. Basis of Payment.

1. The stockpiled contaminated soils shall be loaded and trucked to a WDNR licensed landfill. The City of Green Bay currently has an agreement with GFL Hickory Meadows Landfill, LLC in Hilbert, Wisconsin, Waste Management Ridgeview Security Landfill in Whitelaw, Wisconsin, Outagamie County Landfill, or Brown County South Landfill to dispose of the petroleum, lead, solvent, and solid waste-contaminated soils for this project. The tipping fees will be paid for by the City of Green Bay directly. Contractor costs will be paid for on a per ton basis of material loaded and hauled to the landfill as measured at the landfill. (Price shall not include associated tipping fees.) In addition, contractor will be paid for a mobilization to the site each time they are contacted to remove stockpiled material.
2. Contractor shall maintain polyethylene sheeting membrane cover at the close of each work day, which cost is incidental to the contract.



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # G.I

Update regarding the status of Wheel Tax revenue and expenses for 2023 and 2024.

BACKGROUND

Officially called the municipal vehicle registration fee, the wheel tax within the City of Green Bay is an additional funding source to help pay for road resurfacing, reconstruction and repairs across the city. All money from the wheel tax must be used for transportation related services. The City Council passed the \$20 wheel tax in December 2018, and the fee took effect on Jan. 1, 2019. In 2025, the annual rate increased from \$20 to \$25 as of January 1st. This agenda item provides an update on the fund status, revenue and expenses, for 2023 and 2024.

RECOMMENDATION

N/A

FISCAL IMPACT

N/A

ATTACHMENTS

- I. 2025-08-07 Wheel Tax Update to I&S



Public Works Department
100 North Jefferson Street - Room 300
Green Bay, Wisconsin 54301-5026
www.greenbaywi.gov

Administration | Engineering | Traffic 920.448.3100
Operations 920.448.3535
Parking 920.448.3431
Fax 920.448.3102

TO: Improvement & Services Committee

FROM: Valerie Joosten, P.E., Director of Public Works

DATE: August 7, 2025

RE: Vehicle Registration Fee Uses – 2023 - 2024

This memo provides an update on the status of Vehicle Registration Fee funds and uses for 2023 and 2024.

Background

Officially called the municipal vehicle registration fee, the wheel tax within the City of Green Bay is an additional funding source to help pay for road resurfacing, reconstruction and repairs across the city. All money from the wheel tax must be used for transportation related services.

The City Council passed the \$20 wheel tax in December 2018, and the fee took effect on Jan. 1, 2019. In 2025, the annual rate increased from \$20 to \$25 as of January 1st.

Balance of the wheel tax fund, 2023 - 2024

	2023	2024
Cash Balance Transfer (previous year)	\$ (1,309,453.22)	\$ (2,177,351.22)
Revenues	\$ (1,941,018.03)	\$ (2,671,789.85)
Expenses	\$ 1,073,120.03	\$ 1,614,755.02
Cash Position at Year End	\$ (2,177,351.22)	\$ (3,234,386.05)

DPW projects the wheel tax cash position to decrease in 2025/2026 as funds will be used to complete planned reconstruction, resurfacing and pavement repair projects.

The following summarizes the projects which utilized wheel tax revenue in 2023 and 2024.

Projects using wheel tax revenue

<u>2023 Projects</u>	<u>Expenses</u>
Blacktop Materials (Operations)	\$ 69,474.20
Joint Sealing Materials (Operations)	\$ 159,124.59
PAVEMENT 1-23 S. VAN BUREN	\$ 129,830.63
PAVEMENT 3-23 SCHOOL PLACE	\$ 80,877.02
RESURFACING 1-23	\$ 15,480.00
RESURFACING 2-23	\$ 266,701.97
RESURFACING 2-23	\$ 180,116.87
PAVEMENT 4-23 BERNER ST RECONSTRUCT	\$ 171,514.75

<u>2024 Projects</u>	<u>Expenses</u>
Blacktop Materials (Operations)	\$ 92,032.86
Joint Sealing Materials (Operations)	\$ 98,306.94
VILLAGE OF BELLEVUE	\$ 33,356.21
PAVEMENT X-24 FINGER ROAD	\$ 199,050.33
RESURFACING 1-24	\$ 326,905.97
RESURFACING 2-24	\$ 345,788.06
PAVEMENT 1-24 S MAPLE RECONSTRUCT	\$ 78,741.22
RESURFACING 1-23	\$ (15,480.00)
PAVEMENT 3-24 HOWARD/OAKLAND/SCHOOL	\$ 34,012.50
RESURFACING 2-23	\$ 190,334.16
PAVEMENT 4-24 WOODLAWN AVE RECONST	\$ 243,494.27
PAVEMENT 4-23 BERNER ST RECONSTRUCT	\$ (11,787.50)



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

MEETING DATE

August 13, 2025

PREPARED BY

AGENDA ITEM # G.2

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None