



AGENDA OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, MAY 13, 2026, 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/81854963871?pwd=Rl6oaf6sldZsTO0DuM0FC8MeAq4j57.1>

Or call in by phone: +1 312 626 6799

Meeting ID: 818 5496 3871

Passcode: 820177

If you wish to leave a comment for this public meeting, 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, Ben Delie, Jim Ridderbush, Ben DeBaker

C. Approval of the Agenda.

I. Approval of the agenda for the Wednesday, May 13, 2026, meeting of the Improvement & Services Committee.

D. Approval of Minutes.

I. Approval of the minutes from the April 29, 2026, Improvement & Services Committee meeting.

E. Regular Business.

I. Consideration with possible action on request by the Department of Public Works to enter

into a Professional Design Services Agreement with JT Engineering, Inc. for design services for Bedford Road and Grandview Road in the amount of \$69,555.00.

2. Consideration with possible action on request by the Department of Public Works to award the contract ATKINSON MARSH RESTORATION (AOC) PROJECT to Northeast Asphalt, Inc. in the amount of \$1,714,331.19.
3. Consideration with possible action on request by the Department of Public Works to grant licenses for:

- I. Sidewalk Builder

- a. Global Concrete LLC
- b. E&I Concrete Construction
- c. Delahaut Custom Concrete LLC
- d. Blaser Construction LLC

F. Informational.

1. Director's Report on recent activities of the Public Works Department.
2. Next Meeting: May 27, 2026

G. Adjournment.

1. Adjournment of the Wednesday, May 13, 2026, 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

May 13, 2026

PREPARED BY

AGENDA ITEM # D.I

Approval of the minutes from the April 29, 2026, Improvement & Services Committee meeting.

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

- I. 04-29-2026



MINUTES OF THE IMPROVEMENT AND SERVICES COMMITTEE

WEDNESDAY, APRIL 29, 2026, 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/81854963871?pwd=Rl6oaf6sldZsTO0DuM0FC8MeAq4j57.I>

Or call in by phone: +1 312 626 6799

Meeting ID: 818 5496 3871

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B. ROLL CALL.

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

Present: Melinda Eck, Ben Delie, Jim Ridderbush, Ben DeBaker

Excused: None

Absent: None

C. ELECTION OF CHAIRPERSON OF THE IMPROVEMENT & SERVICES COMMITTEE

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to nominate Melinda Eck for Chairperson of the Improvement & Services Committee.

Motion carried.

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

D. ELECTION OF VICE-CHAIRPERSON OF THE IMPROVEMENT & SERVICES COMMITTEE

Moved by Ald. Melinda Eck, seconded by Ald. Ben Delie to nominate Ben DeBaker for Vice-Chairperson of the Improvement & Services Committee.

Motion carried.

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

E. APPROVAL OF THE AGENDA.

- I. Approval of the agenda for the Wednesday, April 29, 2026, meeting of the Improvement & Services Committee.

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to approve the agenda for the April 29, 2026, meeting of the Improvement & Services Committee meeting.

Motion carried.

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

F. APPROVAL OF MINUTES.

- I. Approval of the minutes from the April 15, 2026, Improvement & Services Committee meeting.

Moved by Ald. Ben Delie, seconded by Ald. Ben DeBaker to approve the minutes from the April 15, 2026, Improvement & Services Committee meeting.

Motion carried.

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

G. REGULAR BUSINESS.

- I. Consideration with possible action on request by Alder Prestley (District 6) to reduce charges for damage to a traffic light controller levied against Ayan Ahmed (PC-26-04) (previously held at the April 15, 2026 Improvement & Services Committee meeting).

Moved by Ald. Jim Ridderbush, seconded by Ald. Ben Delie to refer to staff the request by Alder Prestley (District 6) to reduce charges for damage to a traffic light controller levied against Ayan Ahmed and to have staff submit the claim to the City's insurance (PC-26-04).

Motion carried.

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

2. Consideration with possible action on request by Department of Public Works to award final design services for the Community Coastal Hazard Risk Reduction and Restoration at the Mouth of the Fox River project to GEI Consultants, Inc. in the amount of \$859,983.00, and to authorize the Department of Public Works to enter into a professional services agreement for this work.

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to approve the request by Department of Public Works to award final design services for the Community Coastal Hazard Risk Reduction and Restoration at the Mouth of the Fox River project to GEI Consultants, Inc. in the amount of \$859,983.00, and to authorize the Department of Public Works to enter into a professional services agreement for this work.

Motion carried.

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

3. Consideration with possible action on request by Department of Public Works to award contract CITY HALL I-26 PARAPET WALL REPAIRS to IEI General Contractors in the amount of \$75,739.50.

Moved by Ald. Jim Ridderbush, seconded by Ald. Ben DeBaker to approve the request by Department of Public Works to award contract CITY HALL I-26 PARAPET WALL REPAIRS to IEI General Contractors in the amount of \$75,739.50.

Motion carried.

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

4. Consideration with possible action on request by Department of Public Works to grant licenses for:

- I. Sidewalk Builder

- a. Jim Fischer, Inc.
- b. Helmler Construction & Concrete, Inc.
- c. Total Construction (Joe Mains Concrete)
- d. Al Dix Concrete
- e. Allied Concrete Construction, Inc.

Moved by Ald. Jim Ridderbush, seconded by Ald. Ben Delie to approve the request by Department of Public Works to grant licenses for:

- I. Sidewalk Builder

- a. Jim Fischer, Inc.
- b. Helmler Construction & Concrete, Inc.

- c. Total Construction (Joe Mains Concrete)
- d. Al Dix Concrete
- e. Allied Concrete Construction, Inc.

Motion carried.

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

5. Consideration with possible action on request by Department of Public Works to award contract RESURFACING I-26 (INCLUDING SEWER & WATER) to Jossart Brothers, Inc. in the amount of \$4,221,446.81.

Moved by Ald. Ben Delie, seconded by Ald. Ben DeBaker to approve the request by Department of Public Works to award contract RESURFACING I-26 (INCLUDING SEWER & WATER) to Jossart Brothers, Inc. in the amount of \$4,221,446.81.

Motion carried.

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

6. Consideration with possible action on request by Department of Public Works to award contract PARKS 3-26 JBS URBAN BARN DEVELOPMENT to Milbach Construction Services Co. in the amount of \$1,345,075.00.

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to open the floor for discussion.

Motion carried.

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

Moved by Ald. Ben Delie, seconded by Ald. Jim Ridderbush to close the floor.

Motion carried.

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

Moved by Ald. Jim Ridderbush, seconded by Ald. Ben Delie to approve the request by Department of Public Works to award contract PARKS 3-26 JBS URBAN BARN DEVELOPMENT to Milbach Construction Services Co. in the amount of \$1,345,075.00.

Motion carried.

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

H. INFORMATIONAL.

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

A Director's Report was not shared.

2. Next Meeting: May 13, 2026

I. ADJOURNMENT.

- I. Adjournment of the Wednesday, April 29, 2026, meeting of the Improvement & Services Committee.

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

Motion carried.

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



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

MEETING DATE

May 13, 2026

PREPARED BY

James Brunette

AGENDA ITEM # E.1

Consideration with possible action on request by the Department of Public Works to enter into a Professional Design Services Agreement with JT Engineering, Inc. for design services for Bedford Road and Grandview Road in the amount of \$69,555.00.

BACKGROUND

The Bedford Road design is for the section of Bedford Road from Whittier south to the South Termini. The Grandview Road design is for the section from Finger Road North approximately 900 feet.

RECOMMENDATION

Approval to enter into a Professional Design Services Agreement with JT Engineering, Inc. for design services for Bedford Road and Grandview Road in the amount of \$69,555.00.

FISCAL IMPACT

Funds for the design are included in the capital budget for each project.

ATTACHMENTS

- I. 26-0117 Bedford Rd and S Grandview Rd Reconstruction, Brown Cty_Final_UPDATED



Request for Proposal:
Professional Design Services for
Bedford Road & S Grandview Road Reconstruction

At JT, we work to understand your needs and tailor our approach to your specific goals.

We believe in building relationships that extend beyond a project's completion and are committed to your long-term success.

Prepared for:
Valerie Joosten, PE
Director of Public Works



April 28, 2026



April 28, 2026

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



RE: Request for Proposal (RFP) - Design of Bedford Road & South Grandview Road Reconstruction

Dear Ms. Joosten and members of the selection committee,

Municipal roadway design requires practical solutions, clear coordination, and long-term performance. JT Engineering, Inc. (JT) is pleased to submit this proposal for the Bedford Road and South Grandview Road Reconstruction Project and to partner with the City of Green Bay to deliver durable improvements that address pavement condition and drainage performance while maintaining local access.

Our team has reviewed the RFP and understands the distinct needs of each corridor, including pavement distress related to prior utility work along South Grandview Road and the conversion of Bedford Road from gravel to a paved facility with ditch-based drainage. JT will deliver a clear, buildable set of plans aligned with City standards to support efficient construction and reduced long-term maintenance.

REAL PEOPLE - JT brings a hands-on, relationship-driven approach to municipal projects. Our team is led by experienced engineers who remain directly involved throughout design, coordination, and public engagement. We prioritize clear communication with City staff, responsiveness to direction, and continuity of personnel from kickoff through final PS&E so the City has consistent, reliable points of contact throughout the project.

TRUSTED SOLUTIONS - Our design approach prioritizes practical, defensible solutions that align with current site conditions and City preferences. For this project, we will use WisPave-guided pavement design, effective drainage methods adapted to ditch and culvert constraints, and targeted coordination with utilities and stakeholders. We recognize the need to support local access and industrial traffic on South Grandview Road and will create contractor-focused traffic control and phasing strategies to ensure continuity.

PROVEN RESULTS - JT has successfully delivered municipal roadway reconstruction projects across Wisconsin, including corridors affected by settlement, frost-susceptible subgrades, and utility constraints. Our teams produce complete, well-coordinated plan sets that support competitive bidding, minimize construction issues, and allow projects to transition smoothly from design to construction.

The enclosed proposal outlines our understanding of the project, our approach to design, a detailed schedule assuming a May 18, 2026 start date with final PS&E delivery by early August, and a fee proposal aligned with the requested scope of services. JT is fully committed to meeting the City's expectations and delivering high-quality engineering services for this project.

Thank you for your consideration. We look forward to the opportunity to work with the City of Green Bay and are available to respond to any questions regarding our proposal.

Sincerely,

A handwritten signature in black ink that reads "Dave Strelcheck".

Dave Strelcheck, PE
Project Manager
920.422.2273 (Cell)
daves@jt-engineering.com

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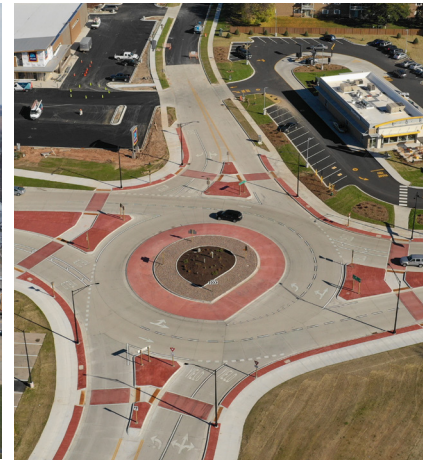
JT Engineering, Inc.
1077 Centennial Centre Blvd
Hobart, WI 54155

Real. Trusted. Proven.

www.jt-engineering.com



Real People. Trusted Solutions. Proven Results.



Why JT?

- Local
- Provide cost-effective, high-quality design and construction solutions
- Experienced, knowledgeable, and professional team
- Dedicated to meeting your needs

Core Services

- Structural Design
- Roadway Design
- Land Surveying
- Construction Administration
- Constructability Reviews
- Roundabout Design & Analysis
- Signal Design & Analysis
- Storm Water Management
- Path & Pedestrian Design
- Topographic Mapping
- Site Design
- Environmental Reports & Permitting
- Landscape Architecture
- Materials Testing
- Unmanned Aircraft Systems (UAS)

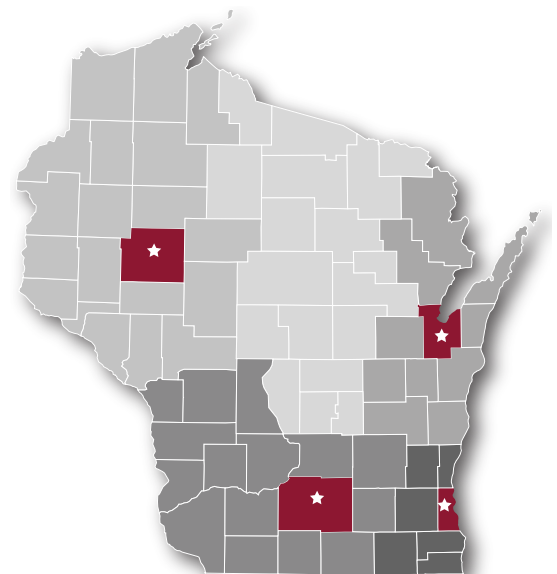
JT is proud to offer the experience, resources, and services of a larger firm, combined with the cost-effectiveness, client focus, and regional knowledge of a local firm. We view each project as a partnership and strive to make our clients' needs, timelines, goals, and concerns our top priority.

Founded in 2005, we have grown to over 115 employees with office locations in the Green Bay, Eau Claire, Madison, and Milwaukee areas in Wisconsin. We provide a tailored approach for each project, proactively engaging and communicating with our clients to ensure efficient and cost-effective service. Our portfolio includes projects at every scale, from small bridge rehabilitation projects to mega interstate highway expansion projects. Our design and construction professionals work closely together, utilizing our combined experience, knowledge, and expertise to deliver award-winning, economical designs that exceed our clients' expectations.

20+ 
YEARS
OF SERVICE

115+ 
EMPLOYEES

55 
CERTIFIED
PROFESSIONALS
PE, PLS, PTOE,
PLA, & ENV SP



Project Understanding

The City of Green Bay is seeking professional engineering services to prepare final design plans, specifications, and bid documents for roadway and utility improvements along Bedford Road and South Grandview Road. These projects are intended to address aging pavement, drainage deficiencies, and utility coordination needs while maintaining access for local residents, adjacent properties, and the nearby industrial facility served by Grandview Road.

Based on the RFP and subsequent clarifications, the design effort is expected to leverage recently completed City topographic survey data, with selective field verification where grading changes have occurred due to recent adjacent development. Drainage design will focus on maintaining or increasing existing ditch capacity, with flexibility to accommodate existing culverts that may be hydraulically undersized, provided this is consistent with City direction and overall system performance. The projects also include targeted intersection work to address geometry, bumps, and localized pavement distress without introducing unnecessary reconstruction or scope creep.

Traffic impacts are anticipated to be local, with access maintained throughout construction. No pedestrian facilities or curb ramps are proposed for either roadway. The City has indicated flexibility in the design delivery schedule, with a preference for earlier completion where feasible to optimize the overall project timeline.



Project Approach

Our approach is grounded in practical design, early risk identification, and close coordination with City staff to ensure plans are buildable, cost-effective, and aligned with City standards and expectations.

1. Data Review and Field Verification

We will begin by reviewing the City-provided 2024 topographic survey and available background information. Early in the process, our team will perform targeted field reconnaissance to verify existing conditions in areas where recent grading or development may affect drainage, utilities, or roadway geometry. This upfront effort reduces downstream redesign and change orders during construction.

2. Roadway and Drainage Design

Roadway design will focus on durable pavement sections, smooth transitions, and targeted intersection improvements tailored to each corridor's needs. For drainage, existing ditches and culverts will be evaluated to confirm overall system capacity. Where culverts are known to be undersized, we will coordinate with the City to develop solutions that maintain or improve hydraulic performance while balancing constructability and cost.

3. Utility Coordination

We will identify existing sewer and water infrastructure early and coordinate designs to minimize conflicts and disruptions. Our design philosophy emphasizes clear utility layouts, details that reflect existing field conditions, and sheets that are easy for contractors to interpret.

4. Traffic Maintenance and Constructability

Traffic control plans will be developed to maintain local access at all times, with specific consideration given to continued access along Grandview Road to the adjacent plant. Constructability reviews will be integrated into plan development to reduce complexity and anticipate contractor sequencing in constrained areas.

5. Communication, QA/QC, and Deliverables

We will maintain regular communication with City staff throughout design, including milestone check-ins to confirm alignment on direction and scope. An independent QA/QC review will be completed prior to submittals to ensure plans are complete, coordinated, and consistent with City standards. Our goal is to deliver clear, well-organized plan sets and specifications that support efficient bidding and construction.



DAVE STRELCHECK, PE

PROJECT MANAGER

31 Years' Experience | BS, Environmental Engineering: Michigan Tech, 1995 | Professional Engineer: WI

Dave is a project manager with more than 31 years of experience leading municipal infrastructure projects from planning and design through bidding and construction management. Dave's background includes serving as a Director of Public Works and Project Engineer for communities in Northeast Wisconsin, giving him a practical, operations-driven perspective that benefits every project he leads. He's known for his deep expertise in urban street and utility reconstruction, special assessment policy, and public engagement.

Dave's approach is rooted in clear communication and hands-on leadership. He is skilled at coordinating with local agencies, utility providers, and stakeholders to keep projects on track and minimize disruptions. His plans are recognized for their accuracy and attention to detail, often serving as reliable record drawings for future municipal work.

Clients appreciate Dave's approachable style, responsiveness, and commitment to delivering high-quality, practical solutions that stand the test of time.



JAKE NEERDAELS, PE

PROJECT ENGINEER

5 Years' Experience | BS, Civil Engineering: UW-Madison, 2021 | Professional Engineer: WI

Jake is a project engineer with a strong background in the design and construction of transportation and municipal infrastructure. With over five years of experience, Jake has played a key role in delivering both rural and urban roadway projects across Wisconsin. He's well-versed in WisDOT project standards, plan production, and Civil 3D design modeling, and is known for his hands-on approach to technical documentation and stakeholder coordination.

Jake's project portfolio includes leading projects of all scales, from major urban reconstructions to rural rehabilitations and everything in between. Jake's attention to detail and collaborative style help ensure projects are delivered efficiently, with a focus on constructability, safety, and community needs. Jake brings a friendly, approachable attitude to every project, making him a trusted partner for clients and teammates alike.



BRIAN CHLOPEK, PE

QUALITY ASSURANCE / CONTROL

25 Years' Experience | BS, Civil Engineering: Michigan Tech, 2000 | Professional Engineer: WI

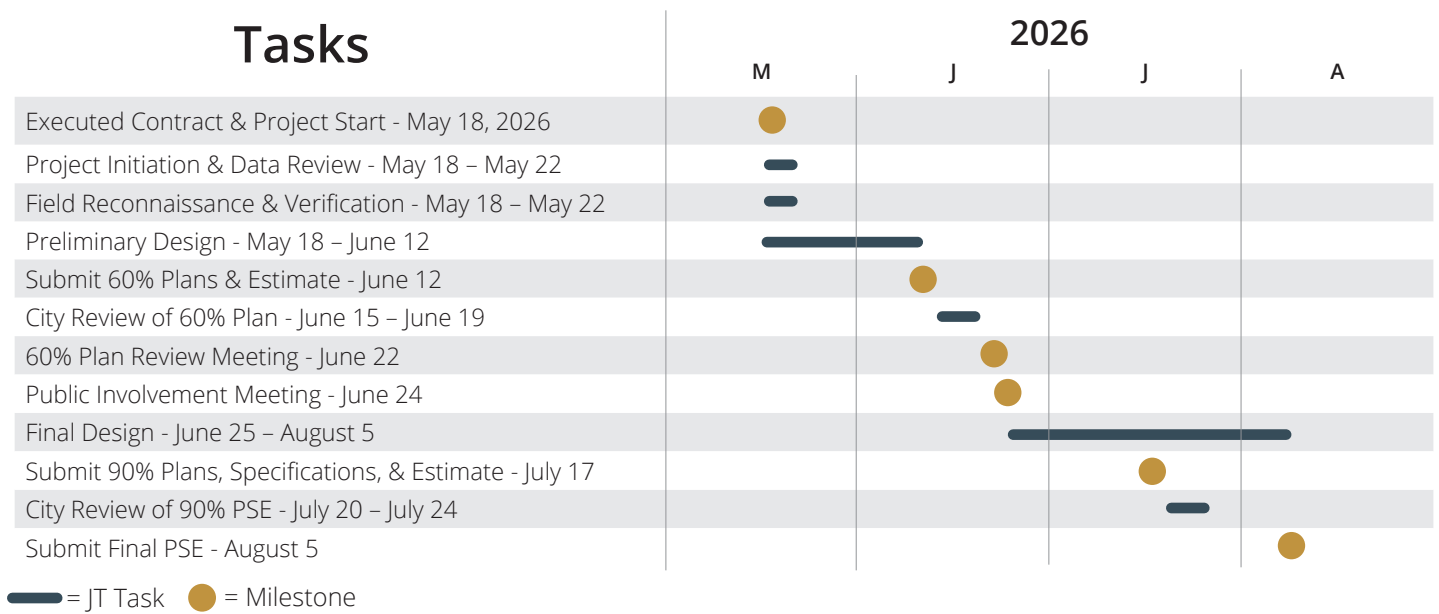
Brian is a trusted leader in quality assurance and constructability reviews, bringing over 25 years of experience in both construction and design. Brian specializes in WisDOT project oversight, where he's known for his hands-on approach to QA/QC and for spotting potential issues before they become costly problems. He routinely performs constructability reviews for statewide projects, focusing on sequencing, staging, traffic control, environmental considerations, and risk mitigation.

Brian's feedback has been invaluable to clients and project teams, consistently helping to resolve concerns with traffic control, staging concepts, and design elements. His proactive reviews have prevented conflicts, delays, and expensive change orders during construction. Brian's deep understanding of the WisDOT project development process, combined with his practical construction background, ensures that quality is built into every project from the earliest stages. He's approachable, detail-oriented, and always ready to recommend solutions that keep projects on track and deliver lasting value for clients and communities.

The proposed design schedule assumes a project start date of May 18, 2026, consistent with the Request for Proposal. The design effort will begin with a project kickoff and review of City-provided background information, including the 2024 topographic survey, geotechnical report, and available utility data. Early in the process, targeted field verification will be performed to confirm existing conditions in critical areas and to support accurate roadway, drainage, and utility design.

Preliminary design activities will be completed in early June and will include roadway geometry, pavement design, drainage concepts, utility coordination, and traffic control considerations. A 60 percent design submittal will be prepared to facilitate coordination with City staff and to support the required Public Information Meeting. Comments and input received from the City and the public will be incorporated into the design as it advances.

Final design development will occur through late June and early July, leading to the preparation of a complete set of plans, specifications, quantities, and cost estimates. The final PS&E package is anticipated to be submitted by August 5, 2026, providing timely delivery in line with the City's allowable extended date while allowing adequate time for coordination, review, and quality control.



Contract Exceptions

See Exhibit D for contract revisions.

Exhibit A
Proposal 26-0117
Bedford Rd and S Grandview Rd Reconstruction Scope of Services
Green Bay, Wisconsin

Scope of Services

Basic Services

A. Project Management & Coordination

- a. Project kickoff coordination with City staff
- b. Ongoing communication and coordination throughout design
- c. Management of schedule and deliverables
- d. Oversight of subconsultants (if applicable)
- e. Progress tracking and issue resolution

B. Data Review & Verification

- a. Review of City-provided 2024 topographic survey
- b. Review of geotechnical report (Attachment B of RFP)
- c. Review of GIS utility information and historic as-builts (Attachment C of RFP)
- d. Targeted field verification of grading, drainage features, and utilities, with emphasis on areas affected by recent development along Bedford Road
- e. Identification of key constraints affecting roadway, drainage, and utility design

C. Preliminary Design

- a. Roadway & Pavement Design
 - i. Development of preliminary roadway geometry and profiles
 - ii. Preparation of pavement design using WisPave
 - iii. Evaluation of settlement-affected areas and transition treatments
 - iv. Initial cross sections and typical sections
 - v. Preliminary quantities and cost estimate to support design
- b. Drainage & Culvert Design
 - i. Evaluation of existing ditches and culverts along Bedford Road
 - ii. Preliminary ditch grading design
 - iii. Culvert sizing and replacement evaluation, including coordination with the City regarding allowance of undersized culverts where overall capacity is maintained or improved
 - iv. Coordination of drainage features with roadway design
- c. Utility Coordination
 - i. Identification of existing sanitary, water, and storm utilities using available records
 - ii. Coordination of roadway profiles and alignments to minimize utility conflicts
 - iii. Preparation of utility information on design plans
 - iv. Coordination with City staff on identified conflicts, as needed
- d. Traffic Control & Constructability
 - i. Development of traffic control concepts to maintain local access during construction
 - ii. Consideration of ongoing access to industrial facilities along South Grandview Road
 - iii. Constructability review of plan development to support efficient staging and sequencing
- e. Deliverables
 - i. Pavement Design Memo
 - ii. 60% Plans & Estimate
- f. Meetings
 - i. 60% Plan Review Meeting
 - ii. Public Information Meeting
 1. Includes attendance at the meeting and support for meeting preparation

D. Final Design

- a. Incorporation of City and public comments
- b. Final roadway, pavement, drainage, and utility design
- c. Preparation of final quantities and cost estimate
- d. Preparation of specifications and special provisions
- e. Final PS&E package suitable for bidding
- f. Quality Control & Quality Assurance
 - i. Independent internal review of plans and quantities
 - ii. Verification of consistency with City standards
 - iii. Resolution of identified issues prior to final submittal
- g. Deliverables
 - i. 90% Plans, Specifications, & Estimate
 - ii. Final Plans, Specifications, & Estimate
- h. Meetings
 - i. 90% Plan Review

E. Bid Phase Support

- a. Responding to bidder questions related to design intent
- b. Preparation of addenda revisions, if requested by the City

Project Submittals

- a. Submit project design information to OWNER, including drawings in DWG and PDF format as applicable or as stated in the RFP.

Schedule

Work for Basic Services shall commence upon the execution of the contract. If Contract is executed by May 18, 2026, the work is expected to be completed by September 1, 2026.

Professional Fees and Authorization**Basic Services:**

Compensation for the services outlined above Basic Services will consist of a Lump Sum Fee of \$69,545.00 as broken down below.

Project	Fee
Bedford Road	\$39,860.00
S Grandview Road	\$29,695.00
Total	\$69,545.00

Printing, permit, application, review, and recording fees are not included in the Lump Sum Fee and shall be directly reimbursable at cost.

Additional Services & Fee Structure:

Work not included in the above Basic Services can be completed as Additional Services as mutually agreed upon by OWNER and CONSULTANT. Hourly Rates are included in Exhibit C.

S Grandview Road	PROJECT MANAGER	PROJECT ENGINEER	QA/QC	TRAFFIC ENGINEER	PLS	SURVEY CHIEF	PROJECT ADMINISTRATOR	ACCOUNTANT	
Total Hours	65.0	84.0	8.0	2.0	8.0	8.0	4.0	2.0	
Rate	\$175.00	\$145.00	\$255.00	\$170.00	\$190.00	\$130.00	\$225.00	\$150.00	
Manage Project Scope & Schedule							4.0	2.0	\$1,200.00
Manage Project Quality	9.0		8.0						\$3,615.00
Manage Project Stakeholders	12.0	14.0							\$4,130.00
Design Pavement Structure	2.0	7.0							\$1,365.00
Design Erosion Control & Landscaping		8.0							\$1,160.00
Design Geometrics & Details	6.0	36.0							\$6,270.00
Develop Quantities and Estimates	4.0	11.0							\$2,295.00
Develop PSE Documents	16.0								\$2,800.00
Conduct & Process Existing Field Survey					8.0	8.0			\$2,560.00
Env. Documentation & Agency Coordination	8.0								\$1,400.00
Collect Traffic Field Data	1.0	4.0		2.0					\$1,095.00
Develop Traffic Control & Staging	1.0	4.0							\$755.00
Coordinate Utilities	4.0								\$700.00
Manage Construction Start	2.0								\$350.00
Cost	\$11,375.00	\$12,180.00	\$2,040.00	\$340.00	\$1,520.00	\$1,040.00	\$900.00	\$300.00	

TOTAL COST: \$29,695.00

Bedford Road	PROJECT MANAGER	PROJECT ENGINEER	QA/QC	PLS	SURVEY CHIEF	PROJECT ADMINISTRATOR	ACCOUNTANT	
Total Hours	84.0	130.0	10.0	8.0	8.0	4.0	2.0	
Rate	\$175.00	\$145.00	\$255.00	\$190.00	\$130.00	\$225.00	\$150.00	
Manage Project Scope & Schedule						4.0	2.0	\$1200.00
Manage Project Quality	12.0		10.0					\$4,650.00
Manage Project Stakeholders	12.0	14.0						\$4,130.00
Design Pavement Structure	2.0	7.0						\$1,365.00
Design Drainage	3.0	20.0						\$3,425.00
Design Erosion Control & Landscaping		16.0						\$2,320.00
Design Geometrics & Details	6.0	49.0						\$8,155.00
Develop Quantities & Estimates	4.0	20.0						\$3,600.00
Develop PSE Documents	24.0							\$4,200.00
Conduct & Process Existing Field Survey				8.0	8.0			\$2,560.00
Environmental Documentation & Agency Coordination	12.0							\$2,100.00
Develop Traffic Control and Staging	1.0	4.0						\$755.00
Coordinate Utilities	6.0							\$1,050.00
Manage Construction Start	2.0							\$350.00
Cost	\$14,700.00	\$18,850.00	\$2,550.00	\$1,520.00	\$1,040.00	\$900.00	\$300.00	

TOTAL COST: \$39,860.00



Direct Expenses are included in hourly rates.

Hourly Rate Table

Effective 10/1/2025

Executive Principal	\$255
Principal	\$230
Senior Project Manager	\$215
Project Manager	\$175
Senior Project Engineer	\$170
Project Engineer	\$145
Engineer	\$120
Senior Engineering Specialist	\$150
Engineering Specialist	\$130
Senior Engineering Technician	\$125*
Engineering Technician	\$105*
Engineering Intern	\$90*
Principal Surveyor	\$190
Professional Land Surveyor	\$160
Survey Crew Chief (Specialist)	\$130
Survey Crew Chief (Senior Technician)	\$125*
Survey Technician	\$105*
Principal Landscape Architect	\$190
Registered Landscape Architect	\$160
Landscape Designer	\$95*
Graphic Designer	\$115
Accountant	\$150
Administrative Support	\$95*

*Rates subject to 1.5x overtime, if applicable.

Expenses shall be directly reimbursable at cost.

Hourly Rates are updated annually on October 1.

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

Project: **[Insert Project Name]**

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 **[Insert name of consultant]** (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 **Request for Proposal (RFP) or Quotation (RFQ)**.

2. FEES

Total fees payable to Design Professional shall not exceed the amount of **[Insert dollar amount]** 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

\$2,000,000

(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

\$1,000,000

- (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 City's RFQ or RFP (dated [Insert date]), Design Professional's Proposal (dated [Insert date]), 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:



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

MEETING DATE

May 13, 2026

PREPARED BY

Valerie Joosten, Public Works Director

AGENDA ITEM # E.2

Consideration with possible action on request by the Department of Public Works to award the contract ATKINSON MARSH RESTORATION (AOC) PROJECT to Northeast Asphalt, Inc. in the amount of \$1,714,331.19.

BACKGROUND

The Atkinson Marsh Restoration (AOC) Project is funded through a grant agreement between the Wisconsin Department of Natural Resources (WDNR) and the City of Green Bay. This phase of the work includes construction and 2 years of monitoring and maintenance of the restoration of the Atkinson Marsh located off of Hurlbut St.

RECOMMENDATION

To approve the award of the Atkinson Marsh Restoration (AOC) Project to Northeast Asphalt, Inc. in the amount of \$1,714,331.19.

FISCAL IMPACT

The contract award will be fully funded by the grant through WDNR.

ATTACHMENTS

- I. Quest CDN Project Results ATKINSON MARSH RESTORATION (AOC) PROJECT

ATKINSON MARSH RESTORATION (AOC) PROJECT

Quest Number: 10157065

Closing Date: Tue, 05/05/2026 09:00 AM CDT

Posting Type: Construction Project

Owner: Green Bay WI, City of

Solicitor: Green Bay WI, City of

Owner Name: Green Bay WI, City of

Owner Contact: Valerie Joosten

Owner Phone: 920-448-3100

Solicitor Name: Green Bay WI, City of

Contact: Mickenna Beach

Email: mickenna.beach@greenbaywi.gov

Phone: 920-448-3324

Award Date:

Comments:

Award Status: Pending

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

Company	Contact	Phone	E-mail	Amount	Awarded	Comment
Northeast Asphalt, Inc.	Estimating	920-757-2900	neaquote@walbecgroup.com	\$ 1,714,331.19		
Highway Landscapers, Inc.	Nick Wilfert	920-759-1701	nwilfert@highway.email	\$ 1,780,587.20		
Relyco Plus LLC	Val Tereshchenko	920-983-9040	estimating@relycoplus.com	\$ 1,793,995.80		
Peters Concrete Company	Duke Peters	920-494-3700	quote@petersconcrete.com	\$ 2,062,012.40		
Advance Construction Inc.	Paul Kultgen	920-434-3978	pkultgen@advconst.net	\$ 2,295,659.23		
Resource Environmental Solutions, LLC	Chuck Campbell	608-897-8641	ccampbell@res.us	\$ 3,135,685.75		



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

MEETING DATE

May 13, 2026

PREPARED BY

AGENDA ITEM # E.3

Consideration with possible action on request by the Department of Public Works to grant licenses for:

- I. Sidewalk Builder
 - a. Global Concrete LLC
 - b. E&I Concrete Construction
 - c. Delahaut Custom Concrete LLC
 - d. Blaser Construction LLC

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None



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

MEETING DATE

May 13, 2026

PREPARED BY

AGENDA ITEM # F.1

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

BACKGROUND

RECOMMENDATION

FISCAL IMPACT

ATTACHMENTS

None