

THE CITY OF PLATTEVILLE, WISCONSIN

COMMON COUNCIL AGENDA

PUBLIC NOTICE is hereby given that a regular meeting of the Common Council of the City of Platteville shall be held on Tuesday, May 24, 2022 at 6:00 PM in the Council Chambers at 75 North Bonson Street, Platteville, WI.

***Please note - this meeting will be held in-person.**

The following link can be used to view the livestream of the meeting:

<https://us02web.zoom.us/j/89465034744>

I. CALL TO ORDER

II. ROLL CALL

III. CONSIDERATION OF CONSENT AGENDA – The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Council President if you would prefer separate discussion and action.

- A. Council Minutes – 4/26/22 Special and Regular
- B. Payment of Bills
- C. Appointments to Boards and Commissions
- D. Licenses
 - 1. Temporary Class “B”/“Class B” License to serve Fermented Malt Beverages and Wine for Southwest Rotary Club for “Uncorked” Downtown Wine Walk on June 10 from 5:00 PM to 8:00 PM
 - 2. Change of Agent for “Class B” Combination Beer and Alcohol License for Kwik Trip Inc, Platteville (Melissa L Mick, Agent), for premises at 795 N Water Street (Stop-N-Go)
 - 3. One-Year and Two-Year Operator License to Sell/Serve Alcohol

IV. CITIZENS’ COMMENTS, OBSERVATIONS and PETITIONS, if any – Please limit comments to no more than five minutes.

V. REPORTS

- A. Board/Commission/Committee Minutes (Council Representative)
 - 1. Airport Commission (Kopp) 3/21/22, 4/11/22
 - 2. Commission on Aging (Kopp) 4/20/22

VI. ACTION

- A. Resolution 22-12 Awarding the Sale of \$1,340,000 General Obligation Street Improvement Bonds, Series 2022A
- B. Fire Station Professional Design Services RFP [5/10/22]
- C. BIL 2023-2026 Considerations – Transportation Projects [5/10/22]

VII. INFORMATION AND DISCUSSION

- A. Award of Contract 3-22 A: Inclusive Playground Construction (Grant Supported)
- B. Award of Contract 3-22 B: Inclusive Playground Construction (Donation Funded)
- C. Award of Contract 7-22: Street Maintenance
- D. Audio/Visual Virtual and Streaming Solutions for Council Chambers/North Conference Room RFP
- E. City Assessor Services RFP

VIII. ADJOURNMENT

***Please note - this meeting will be held in-person.**

Please click the link below to join the webinar to view the livestream:

<https://us02web.zoom.us/j/89465034744>

or visit zoom.us, select "Join a Meeting" and enter the Webinar ID: 894 6503 4744

Connect by phone:

877 853 5257 (Toll Free) or

888 475 4499 (Toll Free)

Webinar ID: 894 6503 4744

If your attendance requires special accommodation, write City Clerk, P.O. Box 780, Platteville, WI 53818 or call (608) 348-9741 Option 6.

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

**COUNCIL SECTION:
CONSIDERATION OF
CONSENT AGENDA
ITEM NUMBER:
III.**

**TITLE:
Council Minutes, Payment of Bills, Appointment to Boards
and Commissions, and Licenses**

**DATE:
May 24, 2022
VOTE REQUIRED:
Majority**

PREPARED BY: Candace Klaas, City Clerk

Description:

The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Council President if you would prefer separate discussion and action.

Budget/Fiscal Impact:

None

Sample Affirmative Motion:

"I move to approve all items listed under Consent Calendar"

Attachments:

- Council Minutes
- Payment of Bills
- Appointment of Boards and Commissions
- Licenses

PLATTEVILLE COMMON COUNCIL PROCEEDINGS
May 10, 2022

The regular meeting of the Common Council of the City of Platteville was called to order by Council President Barbara Daus at 6:00 PM in the Council Chambers of the Municipal Building.

ROLL CALL

Present: Barbara Daus, Eileen Nickels, Lynne Parrott, Kathy Kopp, Todd Kasper, Jason Artz, and Ken Kilian. Excused: None.

CONSIDERATION OF CONSENT AGENDA

Motion by Artz, second by Kopp to approve the consent agenda as follows: Council Minutes – 4/26/22 Work Session and Regular; Payment of Bills in the amount of \$678,506.26; Financial Report – April; Appointments to Boards and Commissions, Joie Schoonover to Plan Commission and Herb Cody to Task Force for Inclusivity, Diversity, and Equity; Licenses, Temporary Class “B” to serve Fermented Malt Beverages - Rountree Gallery at 120 W Main Street on Friday, June 10 from 4:00 PM to 8:00 PM for Nature in Mind Artist Reception, Rountree Gallery at 120 W Main Street on Friday, June 17 from 2:00 PM to 7:00 PM for Frank Johansen Retrospective Reception, Rountree Gallery at 120 W Main Street on Friday, August 26 from 2:00 PM to 7:00 PM for Frank Johansen Retrospective Closing Reception; One-Year Operator License, Charlene R Marweg; Two-Year Operator License, Marcus L Besse, Esmeralda M Cortez, Alli N Hanson, Parker L Kopp, Melissa L Mick, Elizabeth J Puetz, and Justin M Ullrich; Bike Race – Platteville Family Resource Center – Breaking Away From Domestic Violence Bike Race on Saturday, July 16 from 8:00 AM to 5:00 PM; Street Closing Permits, S. Hickory Street from W. Pine Street to Greenwood Avenue for St. Augustine’s Church Gathering on Wednesday, May 11 from 1:00 PM to 9:00 PM and South Bonson Street (Main Street to USPS Alley, not blocking Alley or Access to USPS or Parking Lot) for Our Spot’s 3rd Annual Black Joy Celebration Series on Sunday, June 19 from Noon to 8:00 PM and Saturday, July 16 from Noon to 6:00 PM (Katharine Caywood of 360 Kase Street registered in favor). Motion carried 7-0 on a roll call vote.

CITIZENS’ COMMENTS, OBSERVATIONS AND PETITIONS, if any.

City Manager Adam Ruechel acknowledged Municipal Clerk’s Week and International Firefighter’s Week. Council President Barbara Daus made an announcement that City Hall will be closed on Friday, May 13, 2022, from 11:00 AM until 4:30 PM for City Spruce Up Day.

REPORTS

- A. Board/Commission/Committee Minutes – Historical Preservation Commission
- B. Other Reports – Water and Sewer Financial Report – April, Airport Financial Report – April, Taskforce for Inclusion, Diversity, and Equity Update, and Department Progress Reports

ACTION

- A. *Ordinance 22-03 Lead Service Line Replacement* – Motion by Kasper, second by Nickels to approve Ordinance 22-03 Lead Service Line Replacement. Motion carried 7-0 on a roll call vote.

- B. *Resolution 22-11 Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement – Lead Service Lines – Motion* by Kopp, second by Parrott to approve Resolution 22-11 authorizing the City Clerk and Common Council President to execute documents related to the Department of Natural Resources Principal Forgiven Financial Assistance Agreement 4881-09. Motion carried 7-0 on a roll call vote.
- C. *Loan Extension – 25 E. Main Street – Motion* by Nickels, second by Kilian to approve a loan to LMN Investment Properties LLC in the amount of \$123,741.77, at a rate of 4%, with 23 equal monthly payments and a final “balloon” payment of the unpaid balance due on April 6, 2024, and subject to a revised Note, Mortgage and Agreement. Motion carried 6-1 on a roll call vote with Kopp voting against.
- D. *Contract 8-22 Highway Painting – Motion* by Kopp, second by Kilian to approve Contract 8-22, Highway Painting to Century Fence for the bid price of \$31,332.40 with the overage absorbed in the CIP budget, subject to removal of the crosswalk at Reddy Drive. Motion carried 7-0 on a roll call vote.

INFORMATION AND DISCUSSION

- A. *Video Camera System RFP* – City Manager Adam Ruechel explained that the City of Platteville currently utilizes numerous disjointed systems throughout the city. These systems vary in brand, technology, age, capacity, and capability. The City wishes to replace all these systems with a unified and centralized system that is capable of expansion as the city grows. The solution must be able to change building infrastructure in response to changes that occur in office/facility layout over time. Approved within the 2022 City of Platteville Capital Improvement Plan is a City-Wide Camera System Project. To move forward with this project, it is recommended to disseminate a request for proposals from qualified solution providers to provide video camera solutions to replace the City’s existing video camera systems with a consistent, unified, and expandable system. The project is intended to be rolled out in two phases with Phase 1 being the initial camera roll out of various spaces within the city and Phase 2 will have a focus on long-term planning for the remaining departments and beyond.
- B. *Fire Station Professional Design Services RFP Submission Review* – City Manager Adam Ruechel explained that the City requested proposals from qualified architect/engineer (A/E) consultants to be part of a team to perform professional services for the design of a new Fire Station. Design services shall include landscape design, architectural design, interior design, site civil, plumbing, mechanical, electrical, and telecommunication engineering services. The deadline to submit proposals was Thursday, March 31. City Staff created a Fire Department Building Committee which consists of the following members: City Manager Adam Ruechel, Fire Chief Ryan Simmons, Fire Inspector Casey Pickel, Building Maintenance Specialist Shannon Butson, Parks and Recreation Director Bob Lowe, Southwest Technical College Representatives Karl Sandry and Dennis Cooley, Council President Barbara Daus, Inspiring Communities Representative Sherry Engelke, Plan Commission Representative Bob Vosberg, Town of Platteville Representatives, and Community Members Bob Hundhausen, Tammy Black, Brian Fritz, Deb Rice, and Bill Kloster. The Fire Department Building Committee met multiple times during April to review the submissions. In reviewing the submissions, the Committee consensus was four firms should be selected for further

consideration. During the first week of May, the Fire Department Building Committee held in-person interviews with Keller, SEH, OPN, and Wendel-Five Bugels Design.

WORK SESSION

- A. Taskforce for Inclusion, Diversity, and Equity (TIDE) – City Manager Adam Ruechel led a joint TIDE/Common Council meeting to discuss objectives and goals for the Taskforce.
- B. BIL 2023-2026 Considerations – Transportation Projects – Public Works Howard Crofoot gave a presentation on BIL 2023-2026 considerations and transportation projects.

ADJOURNMENT

Motion by Kopp, second by Nickels to adjourn. Motion carried 7-0 on a roll call vote. The meeting was adjourned at 7:57 PM.

Respectfully submitted,

Candace Klaas, City Clerk

DRAFT

SCHEDULE OF BILLS

MOUND CITY BANK:

5/6/2022	Schedule of Bills (ACH payments)	6968-6971	\$	47,990.49
5/6/2022	Schedule of Bills	73970-73972	\$	793.26
5/6/2022	Payroll (ACH Deposits)	111221-111334	\$	181,639.41
5/18/2022	Schedule of Bills (ACH payments)	6972-7007	\$	27,549.01
5/18/2022	Schedule of Bills	73973-74031	\$	103,420.88

	(W/S Bills amount paid with City Bills)	\$	(34,742.42)
	(W/S Payroll amount paid with City Payroll)	\$	<u>(29,313.13)</u>
Total		\$	297,337.50

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
6968									
05/22	05/06/2022	6968	INTERNAL REVENUE SE	FEDERAL INCOME TAX F	PR0430221	1	12,386.76	12,386.76	M
05/22	05/06/2022	6968	INTERNAL REVENUE SE	FEDERAL INCOME TAX S	PR0430221	2	10,633.40	10,633.40	M
05/22	05/06/2022	6968	INTERNAL REVENUE SE	FEDERAL INCOME TAX S	PR0430221	3	10,633.40	10,633.40	M
05/22	05/06/2022	6968	INTERNAL REVENUE SE	FEDERAL INCOME TAX	PR0430221	4	2,486.95	2,486.95	M
05/22	05/06/2022	6968	INTERNAL REVENUE SE	FEDERAL INCOME TAX	PR0430221	5	2,486.95	2,486.95	M
Total 6968:								38,627.46	
6969									
05/22	05/06/2022	6969	WI DEFERRED COMP BO	DEFERRED COMPENSAT	PR0430221	1	1,878.00	1,878.00	M
05/22	05/06/2022	6969	WI DEFERRED COMP BO	DEFERRED COMPENSAT	PR0430221	2	1,187.68	1,187.68	M
Total 6969:								3,065.68	
6970									
05/22	05/06/2022	6970	WI DEPT OF REVENUE	STATE INCOME TAX STA	PR0430221	1	6,240.94	6,240.94	M
Total 6970:								6,240.94	
6971									
05/22	05/06/2022	6971	WI SCTF	CHILD SUPPORT CHILD	PR0430221	1	56.41	56.41	M
Total 6971:								56.41	
6972									
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	04.26.2022	1	45.90	45.90	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	04.26.2022	2	104.99	104.99	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	04.26.2022	3	91.90	91.90	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	04.26.2022	4	81.92	81.92	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	04.26.2022	5	105.50	105.50	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	04.26.2022	6	290.54	290.54	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	LIBRARY CHARGES	05.02.2022	1	104.99	104.99	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	2	37.72	37.72	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	CLERK CHARGES	05.02.2022	3	152.68	152.68	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	CLERK CHARGES	05.02.2022	4	60.00	60.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	COUNCIL CHARGES	05.02.2022	5	70.00	70.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MUSEUM CHARGES	05.02.2022	6	189.87	189.87	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MUSEUM CHARGES	05.02.2022	7	23.64	23.64	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	PARKS CHARGE	05.02.2022	8	305.75	305.75	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	PARKS CHARGE	05.02.2022	9	441.88	441.88	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	PARKS CHARGE	05.02.2022	10	700.66	700.66	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MUSEUM CHARGES	05.02.2022	11	11.00	11.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MUSEUM CHARGES	05.02.2022	12	419.32	419.32	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MUSEUM CHARGES	05.02.2022	13	46.54	46.54	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MUSEUM CHARGES	05.02.2022	14	489.46	489.46	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ADMINISTRATION CHAR	05.02.2022	15	60.00	60.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ADMIN	05.02.2022	16	360.00	360.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SENIOR CENTER CHARG	05.02.2022	17	325.36	325.36	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SENIOR CENTER CHARG	05.02.2022	18	326.64	326.64	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	STREET DEPT CHARGES	05.02.2022	19	162.25	162.25	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	FIRE DEPT CHARGES	05.02.2022	20	240.00	240.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	FIRE DEPT CHARGES	05.02.2022	21	113.16	113.16	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ELECTION CHARGES	05.02.2022	22	55.68	55.68	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	23	42.00	42.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	WATER DEPT CHARGES	05.02.2022	24	56.55	56.55	M

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount	
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	25	.58	.58	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	26	163.77	163.77	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	27	358.48	358.48	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	28	519.24	519.24	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	POLICE DEPT CHARGES	05.02.2022	29	100.00	100.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ADMINISTRATION CHAR	05.02.2022	30	189.77	189.77	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ADMINISTRATION CHAR	05.02.2022	31	131.22	131.22	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ADMINISTRATION CHAR	05.02.2022	32	15.99	15.99	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SUNSHINE FUND CHARG	05.02.2022	33	27.50	27.50	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	RECREATION CHARGES	05.02.2022	34	15.81	15.81	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	RECREATION CHARGES	05.02.2022	35	1,998.92	1,998.92	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	MAINTENANCE CHARGE	05.02.2022	36	320.64	320.64	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	FINANCE CHARGES	05.02.2022	37	115.00	115.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	ADMINISTRATION CHAR	05.02.2022	38	79.92	79.92	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	CITY MANAGER CHARGE	05.02.2022	39	140.00	140.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	CITY MANAGER CHARGE	05.02.2022	40	94.16	94.16	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	CITY MANAGER CHARGE	05.02.2022	41	50.00	50.00	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	COUNCIL CHARGES	05.02.2022	42	54.26	54.26	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	DUE FROM HOUSING	05.02.2022	43	2.32	2.32	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	FINANCE CHARGES	05.02.2022	44	2.32	2.32	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	SEWER DEPT CHARGES	05.02.2022	45	56.55	56.55	M
05/22	05/18/2022	6972	CARDMEMBER SERVICE	FIRE DEPT CHARGES	05.02.2022	46	21.95	21.95	M
Total 6972:								9,974.30	
6973									
05/22	05/18/2022	6973	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN4471196	1	1,039.88	1,039.88	M
05/22	05/18/2022	6973	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN4471196	2	1,113.31	1,113.31	M
05/22	05/18/2022	6973	ENTERPRISE FLEET MA	ENTERPRISE FLEET LEA	FBN4471196	3	519.94	519.94	M
Total 6973:								2,673.13	
6974									
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-BROSKE CTR	04.30.2022	1	127.03	127.03	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-CITY BLDG R	04.30.2022	2	5.12	5.12	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-RECREATION	04.30.2022	3	38.53	38.53	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-POOL	04.30.2022	4	114.11	114.11	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-MUSEUM	04.30.2022	5	2.96	2.96	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-LIBRARY	04.30.2022	6	18.03	18.03	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-POLICE DEP	04.30.2022	7	4.58	4.58	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-SHELTER RE	04.30.2022	8	53.89	53.89	M
05/22	05/18/2022	6974	WI DEPT OF REVENUE	SALES TAX-AIRPORT	04.30.2022	9	269.80	269.80	M
Total 6974:								634.05	
6975									
05/22	05/18/2022	6975	ADDOCO INC	PLAYGROUND MULCH	05.04.2022	1	1,786.50	1,786.50	
Total 6975:								1,786.50	
6976									
05/22	05/18/2022	6976	AMAZON CAPITAL SERVI	OFFICE SUPPLIES	131N-VNQF-	1	58.47	58.47	
05/22	05/18/2022	6976	AMAZON CAPITAL SERVI	OFFICE SUPPLIES	1CDM-FYLN-	1	46.53	46.53	
05/22	05/18/2022	6976	AMAZON CAPITAL SERVI	BUILDINGS & GROUNDS	1KDV-TQDD-	1	59.88	59.88	
05/22	05/18/2022	6976	AMAZON CAPITAL SERVI	OFFICE SUPPLIES	1KDV-TQDD-	2	23.49	23.49	
05/22	05/18/2022	6976	AMAZON CAPITAL SERVI	SENIOR CENTER	1PTW-J1NX-	1	27.99	27.99	

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
Total 6976:								216.36
6977								
05/22	05/18/2022	6977	BADGER WELDING SUPP	MONTHLY CYLINDER RE	3709319	1	15.30	15.30
Total 6977:								15.30
6978								
05/22	05/18/2022	6978	BAKER IRON WORKS LL	TOWNSHIP FIRE TRUCK	83475	1	990.20	990.20
Total 6978:								990.20
6979								
05/22	05/18/2022	6979	CARRICO AQUATIC RES	POOL DEPT CHARGES	20222390	1	188.24	188.24
Total 6979:								188.24
6980								
05/22	05/18/2022	6980	CENGAGE LEARNING IN	ADULT FICTION	77729855	1	38.92	38.92
Total 6980:								38.92
6981								
05/22	05/18/2022	6981	CROFOOT, HOWARD	REIMBURSEMENT FOR T	05.06.2022	1	8.11	8.11
Total 6981:								8.11
6982								
05/22	05/18/2022	6982	CRUISIN' KIDS LLC	BOOTS SEWER DEPT-CH	1236	1	186.99	186.99
Total 6982:								186.99
6983								
05/22	05/18/2022	6983	DIGGERS HOTLINE INC	DIGGERS HOTLINE CON	3141	1	105.00	105.00
05/22	05/18/2022	6983	DIGGERS HOTLINE INC	PREPAY LOCATES-CITY	70801 CR	1	1.60-	1.60-
05/22	05/18/2022	6983	DIGGERS HOTLINE INC	PREPAY LOCATES-WATE	70801 CR	2	.80-	.80-
05/22	05/18/2022	6983	DIGGERS HOTLINE INC	PREPAY LOCATES-SEWE	70801 CR	3	.80-	.80-
Total 6983:								101.80
6984								
05/22	05/18/2022	6984	FIRE & SAFETY EQUIP III	FIRE EXTINGUISHERS R	704484	1	112.00	112.00
05/22	05/18/2022	6984	FIRE & SAFETY EQUIP III	FIRE EXTINGUISHER RE	70488	1	66.00	66.00
05/22	05/18/2022	6984	FIRE & SAFETY EQUIP III	FIRE EXTINGUISHERS R	70514	1	112.00	112.00
Total 6984:								290.00
6985								
05/22	05/18/2022	6985	GORDON FLESCH COMP	OFFICE EQUIPMENT/MAI	IN1370728	1	195.00	195.00
Total 6985:								195.00
6986								
05/22	05/18/2022	6986	HAWKINS INC	CHEMICALS-WWTP	6185547	1	40.00	40.00

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
Total 6986:								40.00
6987								
05/22	05/18/2022	6987	HEISER HARDWARE	SEWER DEPT CHARGES	04.30.2022	1	50.13	50.13
05/22	05/18/2022	6987	HEISER HARDWARE	SEWER DEPT CHARGES	04.30.2022	2	36.98	36.98
05/22	05/18/2022	6987	HEISER HARDWARE	FIRE DEPT CHARGES	04.30.2022	3	27.16	27.16
05/22	05/18/2022	6987	HEISER HARDWARE	FIRE DEPT CHARGES	04.30.2022	4	100.89	100.89
05/22	05/18/2022	6987	HEISER HARDWARE	LIBRARY CHARGES	04.30.2022	5	37.92	37.92
05/22	05/18/2022	6987	HEISER HARDWARE	MUSEUM CHARGES	04.30.2022	6	3.18	3.18
05/22	05/18/2022	6987	HEISER HARDWARE	LIBRARY CHARGES	04.30.2022	7	9.98	9.98
05/22	05/18/2022	6987	HEISER HARDWARE	MAINTENACE DEPT CHA	04.30.2022	8	56.92	56.92
05/22	05/18/2022	6987	HEISER HARDWARE	POLICE CHARGES	04.30.2022	9	28.26	28.26
05/22	05/18/2022	6987	HEISER HARDWARE	STREET DEPT CHARGES	04.30.2022	10	227.92	227.92
05/22	05/18/2022	6987	HEISER HARDWARE	PARKS CHARGES	04.30.2022	11	103.64	103.64
05/22	05/18/2022	6987	HEISER HARDWARE	BROSKE CENTER SUPPL	04.30.2022	12	4.59	4.59
05/22	05/18/2022	6987	HEISER HARDWARE	WATER DEPT CHARGES	04.30.2022	13	52.07	52.07
05/22	05/18/2022	6987	HEISER HARDWARE	WATER DEPT CHARGES	04.30.2022	14	25.09	25.09
05/22	05/18/2022	6987	HEISER HARDWARE	WATER DEPT CHARGES	04.30.2022	15	14.00	14.00
05/22	05/18/2022	6987	HEISER HARDWARE	WATER DEPT CHARGES	04.30.2022	16	48.45	48.45
05/22	05/18/2022	6987	HEISER HARDWARE	WATER DEPT CHARGES	04.30.2022	17	66.02	66.02
05/22	05/18/2022	6987	HEISER HARDWARE	SEWER DEPT CHARGES	04.30.2022	18	64.38	64.38
05/22	05/18/2022	6987	HEISER HARDWARE	FIRE DEPT CHARGES	04.30.2022	19	19.98	19.98
Total 6987:								977.56
6988								
05/22	05/18/2022	6988	J & R SUPPLY INC	MARKING PAINT	9203513-IN	1	96.00	96.00
Total 6988:								96.00
6989								
05/22	05/18/2022	6989	KLAAS, CANDACE	REIMB TRAVEL EXPENSE	4.26.2022	1	83.30	83.30
Total 6989:								83.30
6990								
05/22	05/18/2022	6990	LIQUI-SYSTEMS INC	WATER	20787	1	711.39	711.39
Total 6990:								711.39
6991								
05/22	05/18/2022	6991	MURPHY, KEVIN B	UNIFORM ALLOWANCE	05.03.2022	1	162.00	162.00
Total 6991:								162.00
6992								
05/22	05/18/2022	6992	NCL OF WISCONSIN INC	WWTP LAB	469971	1	417.00	417.00
05/22	05/18/2022	6992	NCL OF WISCONSIN INC	WWTP LAB	470333	1	812.46	812.46
Total 6992:								1,229.46
6993								
05/22	05/18/2022	6993	OREILLY AUTO PARTS	VEHICLE PARTS	2324-107997	1	7.41	7.41

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Total 6993:								7.41
6994								
05/22	05/18/2022	6994	PENWORTHY CO LLC, T	CHILDREN'S BOOKS	0581312-IN	1	521.01	521.01
Total 6994:								521.01
6995								
05/22	05/18/2022	6995	PIONEER FORD SALES L	VEHICLE EXPENSE	137454	1	32.60	32.60
05/22	05/18/2022	6995	PIONEER FORD SALES L	VEHICLE REPAIR	137480	1	1,693.02	1,693.02
05/22	05/18/2022	6995	PIONEER FORD SALES L	VEHICLE EXPENSE - POL	27697	1	242.67-	242.67-
Total 6995:								1,482.95
6996								
05/22	05/18/2022	6996	PUBLIC SERVICE COMMI	WATER RATE CASE	2204-I-04700	1	29.64	29.64
Total 6996:								29.64
6997								
05/22	05/18/2022	6997	RICOH USA INC	COPIER EXPENSE	1092430679	1	505.00	505.00
Total 6997:								505.00
6998								
05/22	05/18/2022	6998	SOS ROAD RESCUE LLC	TOW TO IMPOUND-POLI	P-842	1	125.00	125.00
Total 6998:								125.00
6999								
05/22	05/18/2022	6999	SOUTHWEST LANDSCAP	TREES-FORESTRY	2674	1	159.00	159.00
Total 6999:								159.00
7000								
05/22	05/18/2022	7000	SOUTHWEST OPPORTU	JANITORIAL SERVICES-P	24755	1	1,820.00	1,820.00
05/22	05/18/2022	7000	SOUTHWEST OPPORTU	SHRED DOCUMENTS-LIB	24782	1	20.00	20.00
Total 7000:								1,840.00
7001								
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002448	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002449	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002450	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002451	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002452	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002453	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002454	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002455	1	80.00	80.00
05/22	05/18/2022	7001	SOUTHWEST TECHNICA	FIREFIGHTER STATE TE	FTI002456	1	80.00	80.00
Total 7001:								720.00
7002								
05/22	05/18/2022	7002	SPRING GREEN	SPRING GREEN	789507	1	76.00	76.00

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Total 7002:								76.00
7003								
05/22	05/18/2022	7003	STRAND ASSOCIATES IN	WATER SYSTEM COMPR	0182927	1	526.16	526.16
Total 7003:								526.16
7004								
05/22	05/18/2022	7004	TAYLOR, JENNIFER	CONFERENCE PAYMENT	05.04.2022	1	238.19	238.19
Total 7004:								238.19
7005								
05/22	05/18/2022	7005	TRICOR INC	PROPERTY COVERAGE	43781	1	539.00	539.00
Total 7005:								539.00
7006								
05/22	05/18/2022	7006	WEBER PAPER COMPAN	CUSTODIAL SUPPLIES	D121973B	1	14.15	14.15
05/22	05/18/2022	7006	WEBER PAPER COMPAN	RETURN	D122286	1	183.44-	183.44-
05/22	05/18/2022	7006	WEBER PAPER COMPAN	JANITORIAL SUPPLIES	D122571	1	112.01	112.01
05/22	05/18/2022	7006	WEBER PAPER COMPAN	CUSTODIAL SUPPLIES	D122827	1	55.44	55.44
05/22	05/18/2022	7006	WEBER PAPER COMPAN	BUILDINGS AND GROUN	D122828	1	57.88	57.88
Total 7006:								56.04
7007								
05/22	05/18/2022	7007	WI DNR	WATER USE FEES	WU95947	1	125.00	125.00
Total 7007:								125.00
73970								
05/22	05/06/2022	73970	COLLECTION SERVICES	CHILD SUPPORT CHILD	PR0430221	1	214.76	214.76
Total 73970:								214.76
73971								
05/22	05/06/2022	73971	VANTAGE TRANSFER AG	ICMA DEFERRED COMP	PR0430221	1	25.00	25.00
Total 73971:								25.00
73972								
05/22	05/06/2022	73972	WPPA/LEER	UNION DUES POLICE U	PR0430221	1	553.50	553.50
Total 73972:								553.50
73973								
05/22	05/18/2022	73973	ALERE TOXICOLOGY SE	EMPLOYMENT DRUG SC	L318706	1	60.69	60.69
Total 73973:								60.69
73974								
05/22	05/18/2022	73974	ALLEGIANT OIL LLC	GASOLINE - UWP	285594	1	1,646.84	1,646.84
05/22	05/18/2022	73974	ALLEGIANT OIL LLC	DIESEL FUEL - UWP	285691	1	2,567.38	2,567.38
05/22	05/18/2022	73974	ALLEGIANT OIL LLC	DIESEL FUEL - UWP	286353	1	1,009.82	1,009.82

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05/22	05/18/2022	73974	ALLEGIANT OIL LLC	GASOLINE - UWP	286356	1	1,762.50	1,762.50
05/22	05/18/2022	73974	ALLEGIANT OIL LLC	DIESEL FUEL - UWP	286523	1	1,017.27	1,017.27
Total 73974:								8,003.81
73975								
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC-SEWER	05.18.2022	1	98.88	98.88
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC-WATER	05.18.2022	2	46.22	46.22
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-EVE	05.18.2022	3	583.72	583.72
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-POO	05.18.2022	4	15.17	15.17
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-PAR	05.18.2022	5	686.72	686.72
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-MUS	05.18.2022	6	1,312.34	1,312.34
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-STO	05.18.2022	7	305.26	305.26
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-STR	05.18.2022	8	103.42	103.42
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-FIRE	05.18.2022	9	892.53	892.53
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	GAS/HEATING-WATER	05.18.2022	10	60.70	60.70
05/22	05/18/2022	73975	ALLIANT ENERGY/WP&L	ELECTRIC/HEATING-CITY	05.18.2022	11	18.32	18.32
Total 73975:								4,123.28
73976								
05/22	05/18/2022	73976	AT&T MOBILITY	FIRE - CELLULAR	2873130488	1	169.34	169.34
Total 73976:								169.34
73977								
05/22	05/18/2022	73977	AVERKAMP AUTO BODY	REPAIR TO DAMAGED S	2022070	1	5,861.29	5,861.29
Total 73977:								5,861.29
73978								
05/22	05/18/2022	73978	BEC ENTERPRISES LLC	SEWER	INV13616	1	385.71	385.71
Total 73978:								385.71
73979								
05/22	05/18/2022	73979	BLACKSTONE PUBLISHI	SWLS RESOURCE LIBRA	2042683	1	1,269.46	1,269.46
Total 73979:								1,269.46
73980								
05/22	05/18/2022	73980	CAKE AND EAT IT TOO	PARTY CAKE	445	1	40.00	40.00
Total 73980:								40.00
73981								
05/22	05/18/2022	73981	CENTURYLINK	PHONE CHARGES-ADMI	05.03.2022	1	263.24	263.24
05/22	05/18/2022	73981	CENTURYLINK	POLICE DEPT CHARGES	05.03.2022	2	735.41	735.41
05/22	05/18/2022	73981	CENTURYLINK	PHONE CHARGES-MUSE	05.03.2022	3	64.31	64.31
05/22	05/18/2022	73981	CENTURYLINK	PHONE CHARGES-LIBRA	05.03.2022	4	34.47	34.47
05/22	05/18/2022	73981	CENTURYLINK	AIRPORT PHONE CHARG	05.03.2022	5	242.48	242.48
05/22	05/18/2022	73981	CENTURYLINK	WATER DEPT PHONE CH	05.03.2022	6	287.02	287.02
05/22	05/18/2022	73981	CENTURYLINK	SEWER DEPT PHONE CH	05.03.2022	7	215.29	215.29
Total 73981:								1,842.22

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73982								
05/22	05/18/2022	73982	CENTURYLINK	SEWER LONG DISTANCE	04.30.2022	1	1.77	1.77
05/22	05/18/2022	73982	CENTURYLINK	SENIOR CENTER LONG	04.30.2022	2	1.40	1.40
05/22	05/18/2022	73982	CENTURYLINK	POLICE DEPT LONG DIST	04.30.2022	3	31.54	31.54
05/22	05/18/2022	73982	CENTURYLINK	LIBRARY LONG DISTANC	04.30.2022	4	3.44	3.44
05/22	05/18/2022	73982	CENTURYLINK	ENGINEERING LONG DIS	04.30.2022	5	.07	.07
05/22	05/18/2022	73982	CENTURYLINK	CITY CLERK LONG DISTA	04.30.2022	6	14.11	14.11
05/22	05/18/2022	73982	CENTURYLINK	CITY MANAGER LONG DI	04.30.2022	7	14.11	14.11
05/22	05/18/2022	73982	CENTURYLINK	WATER LONG DISTANCE	04.30.2022	8	1.78	1.78
05/22	05/18/2022	73982	CENTURYLINK	AIRPORT LONG DISTANC	04.30.2022	9	.14	.14
Total 73982:								68.36
73983								
05/22	05/18/2022	73983	CINTAS CORPORATION #	PROFESSIONAL SERVIC	4118237221	1	107.26	107.26
Total 73983:								107.26
73984								
05/22	05/18/2022	73984	CLEAR REFLECTIONS	PROFESSIONAL SERVIC	11173	1	800.00	800.00
Total 73984:								800.00
73985								
05/22	05/18/2022	73985	COMMUNICATIONS ENGI	REMOVE MONITORING S	374387	1	375.10	375.10
Total 73985:								375.10
73986								
05/22	05/18/2022	73986	CONWAY SHIELD	FD - METER CALIBRATIO	0490620	1	475.52	475.52
Total 73986:								475.52
73987								
05/22	05/18/2022	73987	CORE & MAIN LP	NEW METERS	Q821418	1	3,780.00	3,780.00
05/22	05/18/2022	73987	CORE & MAIN LP	SHIPPING	Q821418	2	29.66	29.66
Total 73987:								3,809.66
73988								
05/22	05/18/2022	73988	CUBA CITY GREENHOUS	PLANTERS FOR CITY HA	6341	1	439.92	439.92
Total 73988:								439.92
73989								
05/22	05/18/2022	73989	DEMCO	OFFICE SUPPLIES	7126517	1	221.02	221.02
Total 73989:								221.02
73990								
05/22	05/18/2022	73990	DUBUQUE HOSE & HYDR	SUPPLIES/REPAIRS-WW	709480	1	59.27	59.27
05/22	05/18/2022	73990	DUBUQUE HOSE & HYDR	SUPPLIES/REPAIRS-WW	710446	1	54.78	54.78
Total 73990:								114.05

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73991								
05/22	05/18/2022	73991	E.H. WACHS COMPANY	WATER DEPT CHARGES	INV203544	1	2,537.60	2,537.60
Total 73991:								2,537.60
73992								
05/22	05/18/2022	73992	EHLERS INVESTMENT P	MANAGEMENT FEES-CE	05.01.2022	1	8.89	8.89
05/22	05/18/2022	73992	EHLERS INVESTMENT P	MANAGEMENT FEES-WA	05.01.2022	2	19.37	19.37
05/22	05/18/2022	73992	EHLERS INVESTMENT P	MANAGEMENT FEES-SE	05.01.2022	3	61.40	61.40
Total 73992:								89.66
73993								
05/22	05/18/2022	73993	ERSCHENS FLORIST	SENIOR CENTER CHARG	05.01.2022	1	50.00	50.00
Total 73993:								50.00
73994								
05/22	05/18/2022	73994	FARMLAND	PAVING OF NEW SITES	05.01.2022	1	9,475.00	9,475.00
05/22	05/18/2022	73994	FARMLAND	EXCAVATING CAMPGRO	05.05.2022	1	4,285.00	4,285.00
Total 73994:								13,760.00
73995								
05/22	05/18/2022	73995	FINDAWAY WORLD LLC	CHILDREN'S BOOKS	388042	1	44.99	44.99
Total 73995:								44.99
73996								
05/22	05/18/2022	73996	FIRST SUPPLY LLC-DUB	REPAIRS	3303105-00	1	61.64	61.64
05/22	05/18/2022	73996	FIRST SUPPLY LLC-DUB	WWTP	3306191-00	1	476.68	476.68
05/22	05/18/2022	73996	FIRST SUPPLY LLC-DUB	WWTP	3306399-00	1	21.77	21.77
Total 73996:								560.09
73997								
05/22	05/18/2022	73997	GFC LEASING WI	COPIER LEASE-SEWER	100734380	1	41.33	41.33
05/22	05/18/2022	73997	GFC LEASING WI	COPIER LEASE-WATER D	100734380	2	41.32	41.32
Total 73997:								82.65
73998								
05/22	05/18/2022	73998	GIESE ROOFING CO	WWTP	3198	1	4,345.00	4,345.00
Total 73998:								4,345.00
73999								
05/22	05/18/2022	73999	GUNDERSEN HEALTH S	ANNUAL DRUG/ALCOHO	4-0482 2-6-2	1	50.00	50.00
05/22	05/18/2022	73999	GUNDERSEN HEALTH S	ANNUAL DRUG/ALCOHO	4-0482 2-6-2	2	25.00	25.00
05/22	05/18/2022	73999	GUNDERSEN HEALTH S	ANNUAL DRUG/ALCOHO	4-0482 2-6-2	3	25.00	25.00
05/22	05/18/2022	73999	GUNDERSEN HEALTH S	DRUG & ALCOHOL TESTI	4-0482 5.6.2	1	35.00	35.00
05/22	05/18/2022	73999	GUNDERSEN HEALTH S	DRUG & ALCOHOL TESTI	4-3075 05.06	1	70.00	70.00
Total 73999:								205.00

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74000								
05/22	05/18/2022	74000	HARLEQUIN READER SE	ADULT FICTION	05.01.2022	1	29.22	29.22
Total 74000:								29.22
74001								
05/22	05/18/2022	74001	HART, CURT	REIMBURSEMENT FOR B	05.16.2022	1	16.80	16.80
Total 74001:								16.80
74002								
05/22	05/18/2022	74002	INSPIRING COMMUNITY I	GRANT WRITING	190	1	1,220.00	1,220.00
Total 74002:								1,220.00
74003								
05/22	05/18/2022	74003	JEFFERSON FIRE & SAF	FD - AIRPACK REPAIR	IN140351	1	744.00	744.00
Total 74003:								744.00
74004								
05/22	05/18/2022	74004	JOHNSTON, NOAH	HOUSING GRANT	05112022	1	1,341.87	1,341.87
Total 74004:								1,341.87
74005								
05/22	05/18/2022	74005	LAFAYETTE CTY CLERK	WARRANT BOND - DONO	02.14.2022	1	250.00	250.00
Total 74005:								250.00
74006								
05/22	05/18/2022	74006	LANGUAGE LINE SERVIC	LANGUAGE INTERPRETA	10504796	1	37.70	37.70
Total 74006:								37.70
74007								
05/22	05/18/2022	74007	LEIBFRIED FEED SERVIC	GRASS SEED	11112	1	203.00	203.00
05/22	05/18/2022	74007	LEIBFRIED FEED SERVIC	WEED SPRAY	11190	1	224.10	224.10
Total 74007:								427.10
74008								
05/22	05/18/2022	74008	LV LABS WW LLC	TESTING	23348	1	100.00	100.00
Total 74008:								100.00
74009								
05/22	05/18/2022	74009	MATHY HARDWARE	POOL PAINT	04.15.2022	1	6,825.00	6,825.00
Total 74009:								6,825.00
74010								
05/22	05/18/2022	74010	MENARDS	CUSTODIAL EXPENSE	00059	1	21.10	21.10
05/22	05/18/2022	74010	MENARDS	BATTERY TERMINAL	98913	1	5.28	5.28
05/22	05/18/2022	74010	MENARDS	LIGHT POOL	98997	1	3.50	3.50
05/22	05/18/2022	74010	MENARDS	POOL REPAIR	99107	1	7.51	7.51

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05/22	05/18/2022	74010	MENARDS	BUILDINGS \$ GROUNDS	99116	1	37.17	37.17
05/22	05/18/2022	74010	MENARDS	OF FENCE REPAIR	99267	1	14.97	14.97
05/22	05/18/2022	74010	MENARDS	PAINT BRUSHES	99360	1	23.91	23.91
05/22	05/18/2022	74010	MENARDS	BUILDINGS & GROUNDS	99861	1	49.98	49.98
Total 74010:								163.42
74011								
05/22	05/18/2022	74011	MORRISSEY PRINTING I	ABANDONED VEHICLE S	48152	1	59.50	59.50
Total 74011:								59.50
74012								
05/22	05/18/2022	74012	PLATTEVILLE COLLISION	REPAIR	04.21.2022	1	1,277.50	1,277.50
Total 74012:								1,277.50
74013								
05/22	05/18/2022	74013	SCENIC RIVERS ENERG	ELECTRICITY-TRAIL LIGH	1426600 04.	1	58.29	58.29
05/22	05/18/2022	74013	SCENIC RIVERS ENERG	ELECTRICITY-STREET LI	1426600 04.	2	384.47	384.47
Total 74013:								442.76
74014								
05/22	05/18/2022	74014	SCHMIDT ELECTRICAL C	WELL 5	3933	1	89.70	89.70
05/22	05/18/2022	74014	SCHMIDT ELECTRICAL C	WELL 5	3939	1	887.62	887.62
05/22	05/18/2022	74014	SCHMIDT ELECTRICAL C	ELECTRICAL WORK - MU	3941	1	70.00	70.00
05/22	05/18/2022	74014	SCHMIDT ELECTRICAL C	WELL 5	3942	1	365.00	365.00
05/22	05/18/2022	74014	SCHMIDT ELECTRICAL C	ELECTRICAL WORK - MU	3945	1	1,121.85	1,121.85
Total 74014:								2,534.17
74015								
05/22	05/18/2022	74015	SJE	SLUDGE PUMP REPAIR	CD99432892	1	1,362.94	1,362.94
05/22	05/18/2022	74015	SJE	WWTP	CD99433067	1	3,704.10	3,704.10
05/22	05/18/2022	74015	SJE	WWTP	CD99433070	1	2,472.80	2,472.80
Total 74015:								7,539.84
74016								
05/22	05/18/2022	74016	SOLENIIS LLC	WWTP	132015095	1	4,629.92	4,629.92
Total 74016:								4,629.92
74017								
05/22	05/18/2022	74017	SPARTAN ARMOR SYSTE	PLATES FOR SWERT	S19130	1	158.80	158.80
Total 74017:								158.80
74018								
05/22	05/18/2022	74018	SPEE-DEE	WWTP	570087	1	33.23	33.23
05/22	05/18/2022	74018	SPEE-DEE	WWTP SUPPLIES	578678	1	33.23	33.23
Total 74018:								66.46

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
74019								
05/22	05/18/2022	74019	STREICHERS	AMMO-POLICE DEPT	11566469	1	474.00	474.00
05/22	05/18/2022	74019	STREICHERS	UNIFORM ALLOWANCE	11567314	1	123.93	123.93
Total 74019:								597.93
74020								
05/22	05/18/2022	74020	SW WI COMM ACT PROG	CDBG MONTHLY EXPEN	8677	1	475.48	475.48
Total 74020:								475.48
74021								
05/22	05/18/2022	74021	SYNTECH	PARKS	247273	1	46.00	46.00
05/22	05/18/2022	74021	SYNTECH	STREET	247273	2	23.00	23.00
05/22	05/18/2022	74021	SYNTECH	FUEL KEYS FD	247273	3	17.00	17.00
Total 74021:								86.00
74022								
05/22	05/18/2022	74022	TOP PACK DEFENSE LLC	PISTOLS	8187	1	5,150.00	5,150.00
05/22	05/18/2022	74022	TOP PACK DEFENSE LLC	HOLSTERS FOR PISTOL	8197	1	3,192.00	3,192.00
05/22	05/18/2022	74022	TOP PACK DEFENSE LLC	HOLSTER	8206	1	46.00	46.00
05/22	05/18/2022	74022	TOP PACK DEFENSE LLC	AMMUNITION	8257	1	340.00	340.00
Total 74022:								8,728.00
74023								
05/22	05/18/2022	74023	TRUCK COUNTRY OF IO	FD - VEHICLE REPAIRS	R102093613:	1	975.67	975.67
Total 74023:								975.67
74024								
05/22	05/18/2022	74024	WDATCP-LICENSE RENE	LICENSE CONCESSIONS	129 NGRH-C	1	45.00	45.00
05/22	05/18/2022	74024	WDATCP-LICENSE RENE	POOL LICENSE	138 HSAT-7	1	250.00	250.00
05/22	05/18/2022	74024	WDATCP-LICENSE RENE	CAMPGROUND LICENSE	138 HSAT-7	1	175.00	175.00
Total 74024:								470.00
74025								
05/22	05/18/2022	74025	WEBERS PROCESSING	CITY HALL SPRUCE DAY	05.13.2022	1	133.90	133.90
Total 74025:								133.90
74026								
05/22	05/18/2022	74026	WI ASSOC OF IDENTIFIC	MEMBERSHIP FEE	2022 MEMB	1	20.00	20.00
Total 74026:								20.00
74027								
05/22	05/18/2022	74027	WI DEPT OF JUSTICE	RECORD CHECKS - POLI	022204 L220	1	553.00	553.00
Total 74027:								553.00
74028								
05/22	05/18/2022	74028	WI DEPT OF TRANSPORT	BUSINESS 151 HSIP	395-0000259	1	10,083.76	10,083.76

GL Period	Check Issue Date	Check Number	Payee	Description	Invoice Number	Invoice Seq	Invoice Amount	Check Amount
Total 74028:								10,083.76
74029								
05/22	05/18/2022	74029	WI STATE LAB OF HYGIE	WATER TESTING	710674	1	26.00	26.00
Total 74029:								26.00
74030								
05/22	05/18/2022	74030	WOLFS GRANTLAND GR	EXHIBIT SUPPLIES	40650	1	202.10	202.10
05/22	05/18/2022	74030	WOLFS GRANTLAND GR	EXHIBIT SUPPLIES	40897	1	202.10	202.10
Total 74030:								404.20
74031								
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-COMMUNI	18174 4.30.2	1	1,641.70	1,641.70
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-COMMUNI	18174 4.30.2	2	879.00	879.00
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-COMMUNI	18174 4.30.2	3	445.00	445.00
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-POOLS	18174 4.30.2	4	48.88	48.88
05/22	05/18/2022	74031	WOODWARD COMMUNIT	MUSEUM-ADVERTISING	18174 4.30.2	5	73.30	73.30
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-POLICE	18174 4.30.2	6	24.44	24.44
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-CEMETER	18174 4.30.2	7	24.44	24.44
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-WATER D	18174 4.30.2	8	12.22	12.22
05/22	05/18/2022	74031	WOODWARD COMMUNIT	ADVERTISING-SEWER D	18174 4.30.2	9	12.22	12.22
Total 74031:								3,161.20
Grand Totals:								179,753.64



BOARDS AND COMMISSIONS VACANCIES LIST

As of 5/18/22

Board of Appeals (ET Zoning) (partial term ending 4/1/24)
Board of Appeals (ET Zoning) (3 year term ending 4/1/25)
Board of Appeals (ET Zoning) Alternate (3 year term ending 4/1/25)
Board of Appeals (Zoning) (partial term ending 10/1/23)
Board of Appeals (Zoning) Alternate (2 - 3 year term ending 10/1/24)
Board of Appeals (Zoning) Alternate (partial term ending 10/1/22)
Broske Center Care Committee (5 - non-expiring terms)
Community Safe Routes Committee (partial term ending 9/1/22)
Freudenreich Animal Care Trust Fund (3 year term ending 5/1/25)
Historic Preservation Commission (3 year term ending 5/1/25)
Historic Preservation Commission (partial term ending 5/1/24)
Historic Preservation Commission - Alternate (partial term ending 5/1/24)
Plan Commission (partial term ending 5/1/24)
Police & Fire Commission (partial term ending 5/1/24)

UPCOMING VACANCIES - June 2022

Parks, Forestry & Recreation Committee (3 - 3 year terms ending 6/1/25)

Application forms for the City of Platteville Boards and Commissions are available in the City Clerk's office in the Municipal Building at 75 N Bonson Street, Platteville, WI or online at www.platteville.org. Please note that most positions require City residency.

PROPOSED LICENSES

May 24, 2022

Temporary Class "B" to serve Fermented Malt Beverages

- Southwest Rotary Club for "Uncorked" Downtown Wine Walk on June 10 from 5:00 PM to 8:00 PM

Change of Agent for "Class B" Combination Beer and Alcohol License

- Kwik Trip Inc, Platteville (Melissa L Mick, Agent), for premises at 795 N Water Street (Stop-N-Go)

One Year Operator License

- Hailey L Foreman

Two Year Operator License

- Cody M Baxter

Application for Temporary Class "B" / "Class B" Retailer's License

See Additional Information on reverse side. Contact the municipal clerk if you have questions.

FEE \$ 10.00 80 BACKGROUND CHECK \$ 7.00 ea. pd # 87 5/1/22 Application Date: 09/01/2021
ck # 2727
 Town Village City of PLATTEVILLE County of GRANT

The named organization applies for: (check appropriate box(es).)

- A Temporary Class "B" license to sell fermented malt beverages at picnics or similar gatherings under s. 125.26(6), Wis. Stats.
 A Temporary "Class B" license to sell wine at picnics or similar gatherings under s. 125.51(10), Wis. Stats.

at the premises described below during a special event beginning (time) 5 pm and ending 8 pm and agrees to comply with all laws, resolutions, ordinances and regulations (state, federal or local) affecting the sale of fermented malt beverages and/or wine if the license is granted.

1. **Organization** (check appropriate box) → Bona fide Club Church Lodge/Society
 Veteran's Organization Fair Association or Agricultural Society
 Chamber of Commerce or similar Civic or Trade Organization organized under ch. 181, Wis. Stats.

(a) Name Rotary Club of Southwest Wisconsin/Platteville

(b) Address PO Box 54
(Street) Town Village City

(c) Date organized April 2015

(d) If corporation, give date of incorporation _____

(e) If the named organization is not required to hold a Wisconsin seller's permit pursuant to s. 77.54 (7m), Wis. Stats., check this box:

(f) Names and addresses of all officers:

President Brian Whisenant

Vice President N/A

Secretary Cyndi Rueter

Treasurer Angie Wright

(g) Name and address of manager or person in charge of affair: Brian Whisenant
1090 Oakaven Court Platteville, WI 53818

2. Location of Premises Where Beer and/or Wine Will Be Sold, Served, Consumed, or Stored, and Areas Where Alcohol Beverage Records Will be Stored:

(a) Street number Multiple in Main Street neighborhood - Will provide a complete list closer to the date of the event.

(b) Lot _____ Block _____

(c) Do premises occupy all or part of building? _____

(d) If part of building, describe fully all premises covered under this application, which floor or floors, or room or rooms, license is to cover: _____

3. Name of Event

(a) List name of the event Rotary Uncorked

(b) Dates of event June 10, 2022

DECLARATION

An officer of the organization, declares under penalties of law that the information provided in this application is true and correct to the best of his/her knowledge and belief. Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

Officer [Signature] 5/22/21
(Signature / Date)

Rotary Club of SW Wisconsin - Platteville
(Name of Organization)

Date Filed with Clerk 5/10/2022

Date Reported to Council or Board 5/24/22

Date Granted by Council _____

License No. _____

Rotary Club Wine Walk – June 10

1. Rountree Gallery – 120 W Main St
2. Badger Brothers – 10 E. Main
3. Applied Micro – 65 S 4th St
4. Avalon Cinema – 95 E Main St
5. Kopp Mikichan – 44 E. Main St
6. Los Amigos – 135 E Main St
7. Shannon Marie Photography – 195 E Main
8. Red n Debs Bar & Grill – 60 E. Mineral St
9. Steve's Pizza – 175 W Main St
10. Community First Bank – 170 W Main St
11. Driftless Market – 95 W Main St
12. Barbershop Rock - 130 Market St
13. Speakeasy Fifty50 – 140 Market St

Highlighted businesses need Temporary Class "B"/"Class B" license to serve beer and wine

RECEIVED
5/16/22

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village City of Platteville County of Grant

The undersigned duly authorized officer/member/manager of KWIK TRIP, INC.
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Stop-N-Go 1509
(Trade Name)

located at 795 N. Water St., Platteville, WI 53818

appoints Melissa L. Mick
(Name of Appointed Agent)

408 S. Judgment St., Shullsburg, WI 53586
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No
How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? All my life.

Place of residence last year 408 S. Judgment St., Shullsburg, WI 53586

For: KWIK TRIP, INC.
(Name of Corporation / Organization / Limited Liability Company)

By: Ronald J. Fallow
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Melissa L. Mick, hereby accept this appointment as agent for the
(Print / Type Agent's Name)
corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Melissa L. Mick 5-5-2022 Agent's age 38
(Signature of Agent) (Date)
408 S. Judgment St., Shullsburg, WI 53586 Date of birth 5/29/1983
(Home Address of Agent) 4-29-1983

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on 5/16/22 by [Signature] Title Chief of Police
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: REPORTS ITEM NUMBER: V.	TITLE: Board, Commission, and Committee Minutes	DATE: May 24, 2022 VOTE REQUIRED: None
PREPARED BY: Colette Steffen, Administrative Assistant II		

Description:

Approved minutes from recent Boards and Commissions meetings. Council representative may give a summary of the meeting.

Budget/Fiscal Impact:

None

Attachments:

- Airport Commission
- Commission on Aging

Minutes of Mar. 21st, 2022

As Approved Apr. 11th, 2022. Submitted by Doug Stephens, April. 12th, 2022

Airport Commission Meeting
March. 21st, 2022, 6:00 pm
Meeting held in-person, at the Platteville Airport

- I. Commission Meeting Call to Order: by Cooley, Chair @ 6:00 pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Chuck Runde (P), Joe Sener (P), Doug Stephens (P), Danny Xiao (P). Others: Nicola Maurer (Administration Director), Andy Lange and Alaine Olthafer-Lange (A&A Aviation, Airport Management), Adam Ruechel (City Manager), Josh Holbrook (BoA).

- II. Approval of Minutes, Feb. 14th: Cooley, Chair
 - a. Motion by Sener to approve the Feb. 14th minutes. 2nd by Du Plessis. Passes unanimously.

- III. Citizen's Comments, Observations and Petitions: Cooley, Chair
 - a. Aref Khatib introduced himself. He works for Google Street View and spoke about a special offer where the Google Street View app would include an indoor, see-inside tour (consisting of up to 20 still photographs of the building interior) of the Platteville Airport. He said that that this would increase our listings/customer exposure on Google. He quoted a price of \$795 for a "first tier" package, and \$1450 for a "second tier" package, and that he anticipated these cost rates to be good for several years. He said that he would be back Thursday, March 24th, and after that date he was unsure when he would be back in the area, but we could contact him to set up a future appointment. Cooley stated that the Commission could not vote on this topic tonight, as it not on the published agenda, but will pass this topic to the Airport Marketing Committee for future consideration. Cooley thanked Khatib visiting the Airport and for the information.

- IV. Treasurer's Report, February 28th, 2022: Du Plessis, Treasurer
 - a. Monthly Income, from Financial Report: \$2,145.63
 - b. Monthly Expense, from Financial Report: \$47,744.31
 - c. Monthly Invoice Payments: \$49,084.86
 - d. Du Plessis stated that he doesn't see anything out of line.
 - e. Lange stated that he anticipates more business from crop dusters this summer, and that the State will also use the Airport as they spray for spongy moths.
 - f. Motion by Du Plessis to pay the vouchers and approve the Treasurer's Report. 2nd by Runde. Passes unanimously.

- V. Manager's Report: A&A Aviation Manager
 - a. General Airfield Operations:

- Lange stated that February was a very good month. Two helicopters have been using the Airport; one is based in Canada and they conducting water surveys, and the other is based in Minnesota and they are doing windmill and birds of prey surveys.
- Hangar Status: Full, with two on waiting list.
- Need to buy another load of Jet-A fuel. The cost of fuel is up. 100 Low Lead is \$5.16 per gallon, our cost.
- Lange said that he received some basic information from Fox Valley Technical College.

b. Flight Operations

Flight Activity Feb. 2022		Flight Activity Feb. 2021	
Total Flights	1210	Total Flights	1134
Personal	104	Personal	90
Business	64	Business	42
Instruction	1042	Instruction	1002

c. Fuel Sales:

Fuel Sales Feb. 2022		Fuel Sales for Feb. 2021	
100LL	648 Gallons	100LL	742 Gallons
JetA	1532 Gallons	JetA	641 Gallons

d. Fuel Purchased and Current Price (Feb. 2022):

Fuel Type	Quan. Purchased	Current Price
100LL	0	\$5.00
JetA	3700	\$4.75

VI. Master Plan Open House Discussion: Chair

- Potential RCO Decommissioning (Remote Communications Outlet Decommissioning). It seems that will be ten years out from now. Submitted the paperwork for decommissioning, but the status is the contract is unknown.

VII. Airport CIP Plan: Chair

- Open Discussion, how to use entitlement
- Extra funding from Infrastructure Legislation

c. The Airport Commission accepted Brandon Herbert (Strand Associates) work. No vote required.

VIII. CLOSED SESSION per Wisconsin Statute 19.85(1)(c): Cooley, Chair

Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility – Airport Manager

a. Motion to enter Closed Session by Du Plessis. 2nd by Sener. Passes unanimously. Enter Closed Session at 6:39 PM.

IX. Motion to come out of CLOSED SESSION

a. Motion to leave Closed Session by Runde, 2nd by Xiao. Passes unanimously. Return to Open Session at 7:33 PM.

X. Action in Open Session if necessary: Cooley, Chair

a. None

XI. Adjournment: Cooley, Chair

a. Motion to adjourn by Du Plessis, 2nd by Xiao. Passes unanimously. Adjourned at 7:37 PM

If attendance requires special accommodation needs, please contact (608)348-9741, ext. 2238

Minutes of Apr. 11th, 2022

As Approved May 9th, Submitted by Doug Stephens, May 10th, 2022

Airport Commission Meeting
April 11th, 2022, 6:00 pm
Meeting held in-person, at the Platteville Airport

- I. Commission Meeting Call to Order: by Cooley, Chair @ 6:02 pm
 - a. Quorum achieved.
 - b. Attendance, Commission Members: Dennis Cooley (P), Doug Du Plessis (P), Chuck Runde (P), Joe Sener (P), Doug Stephens (P), Danny Xiao (P). Others: Nicola Maurer (Administration Director), Kathy Kopp (Council Representative), Andy Lange (Airport Management). Guests: Brittany Boxrucker (Airport Management Help), Mike Dalecki.

- II. Approval of Minutes, Mar. 21st: Stephens, Secretary
 - a. Motion by Runde to approve the Mar. 21st minutes. 2nd by Du Plessis. Passes unanimously.

- III. Citizen's Comments, Observations and Petitions: Cooley, Chair
 - a. Kopp stated that the Airport needs a new Airport courtesy car, as the existing one is very deteriorated and disgusting looking. Lange stated that the Airport's other courtesy car, the Chevy Impala, is completely done for. Cooley asked Maurer about the City's vehicle lease program with Enterprise. Maurer stated that there may be some other possibilities. The secondary car market is very strong right now, used cars are very expensive. Nicola will reach out to Adam Ruechel (City of Platteville Manager) and Howard Crofoot (City of Platteville Public Works Director) to see if anything is available. Lange stated that the courtesy car is used 3 or 4 times a week, and it is not worth repairing. Cooley stated the goal of getting a replacement car figured out by June or July. Cooley asked Maurer if the Airport could sponsorship with a dealership. Maurer stated that she would need to check with the City's legal council.

- IV. Treasurer's Report, March 31st, 2022: Du Plessis, Treasurer
 - a. Monthly Income, from Financial Report: \$81,813.04
 - b. Monthly Expense, from Financial Report: \$4,786.27
 - c. Monthly Invoice Payments: \$49,165.37
 - d. Status of Project Payments: We now have a zero balance for the hangar loan.
 - e. Lange stated that the Airport did buy a full load of Jet-A fuel
 - f. Motion by Du Plessis to pay the vouchers and approve the Treasurer's Report. 2nd by Sener. Passes unanimously.

- V. Manager's Report: Lange, A&A Aviation Manager
 - a. General Airfield Operations:
 - March was a good month. Had a good crew in here, with the helicopters doing surveying.
 - Spoke about RCO (Remote Communications Outlet) decommissioning. The Airport would like to have this happen. Lange distributed hardcopies of a document received from the U.S. Department of Transportation, Federal Aviation Administration, Air Traffic Organization,

Central Service Center. This document was titled AIRSPACE CASE NUMBER 21-AGL-378-NR, addressed to “All Interested Parties”, and publicly states the Proposal “The Federal Aviation Administration (FAA) has received a request to decommission a Remote Communications Outlet (RCO) located on the Platteville Municipal Airport (PVB) near Platteville, Wisconsin”. The intent of FAA’s posting is to provide the public with the opportunity to review and comment on the effect this proposal may have on the aeronautical activity.

- The pasture land lease needs to be renewed in October. Have not gotten in contact with the current lease holder yet.
- Lange introduced Britany Boxrucker, who has been working to help A&A Aviation for a while. Boxrucker is student at Southwest Wisconsin Technical College and is in the first year of the two-year Business Administration program. She is also working on earning her pilot’s instrumentation certification. She stated that she would like to be a corporate pilot. Her interest in flying was sparked years ago, as she attended a pancake breakfast hosted at the Platteville Airport and participated in youth flight that day.
- Lange stated that he has not set a date yet for the Airport Pancake Breakfast.
- Lange would be interested in securing additional help at the Airport via a UW-Platteville student internship.
- Lange stated that he had not gotten a chance to talk to Josh Holbrook. Cooley stated that he would like to update the CIP every quarter.
- Cooley asked when the Kaiser Hangar comes online, as far as rent payments. Could be December 2022.
- Lange stated that we are super-competitive on fuel prices and are making some money. He has never seen the fuel market like it is currently. The price of fuel fell 60 cents per gallon the day after we purchased a load.
- There may be up to three different outfits coming here for crop dusting this summer.

b. Flight Operations

Flight Activity Mar. 2022		Flight Activity Mar. 2021	
Total Flights	1297	Total Flights	1698
Personal	107	Personal	182
Business	180	Business	84
Instruction	1010	Instruction	1432

c. Fuel Sales:

Fuel Sales Mar. 2022		Fuel Sales for Mar. 2021	
100LL	2158 Gallons	100LL	1321 Gallons

JetA 3887 Gallons	JetA 1704 Gallons
-------------------	-------------------

d. Fuel Purchased and Current Price (Mar. 2022):

Fuel Type	Quan. Purchased	Current Price
100LL	0	\$5.00
JetA	7573	\$5.75

- e. FVT Meeting October 13th follow-up
- f. CIP with BOA Update
- g. Hangar Status: Full, one on waiting list.

VI. Master Plan – other project updates if any: Cooley, Chair

- a. Cooley stated that he has no update on Master Plan, and that Brandon Herbert will be at our next meeting.

VII. Airport CIP Plan: Cooley, Chair

- a. Open Discussion, how to use entitlement:
 - Cooley asked the Commission if there is any reason we should deviate from the plan? Commission members stated no.
 - Cooley stated that there may be possibility of people who would like to pump some money into the Airport. The Youth Apprenticeship Program (pilots license) was mentioned, and funding coming from the state. We will know more on Thursday. Du Plessis stated that he would like to participate via Zoom. Will potentially help us fund the main building.
- b. Extra funding from Infrastructure Legislation:
 - CIP in extra funding. Aircraft Owners and Pilots Association (AOPA) had a discussion with Joe Sener. Sener noted that virtually every airport is struggling, and every airport is trying to increase their volume. Sener stated that AOPA is a very large organization and has 162,000 members.
 - Cooley mentioned the group Wisconsin Flying Farmers. Mentioned facility support and a classroom. Cooley said they want a tri-state approach. Will have a final number for bid soon.

VIII. Internship possibilities: Chair/Xiao

- a. Xiao stated that he has spoken to Les Hollingsworth (UW-Platteville, School of Business Director & Associate Professor) regarding the possibility of a creating business student internship at the Airport. Now is the time to look for a student for summer. An internship agreement is required. An internship requires a minimum of 240 hours. A pay rate of \$15 per hour has mentioned, and there would need to be a supervisor identified at the airport. A UW-Platteville School of Business professor would be the coordinator, not the supervisor. An internship is considered an academic course, and as such, requires a minimum of 240 hours. The Airport could hire the student/ keep

them on after the internship.

- Du Plessis stated that the Airport could potentially have rotating/on-going internships. Cooley asked about three aspects: (1) Business, (2) Accounting, and (3) Marketing. Du Plessis mentioned that potentially the Airport could offer projects/ongoing work as part of their internship term. Runde stated that we don't want a "one and done" scenario regarding internships. Du Plessis stated that he would like to see it be more fluid with the University.

IX. Avionics/WEDC/CESA 3: Chair

a. Grant opportunities

- Cooley said that we could help prove the concept of avionics, could be UW-Platteville, SWTC, etc.
- Lange stated that he had spoken to Dakota, and also Levi Davis (Levi crop sprays). Both are willing to go to high schools to talk about careers in aviation. Cooley stated that getting the University of Dubuque (UD) involved would be a key piece. Du Plessis noted that UD is pretty rigid. Lange confirmed that UD does have Avionics Management as a major. UD does not have an Avionics Mechanics major. Cooley mentioned that NICC is popping through on Aviation Mechanics. Cooley stated that we want partnerships where everyone is putting everything on the table, and people not keeping things to themselves. We want to prove the youth internship model. We are preparing students to meet a need, and train for a trade. The Platteville niche is agriculture, tourism, and also business. As an example, Boscobel's niche is outdoor recreation, as a sportsman's niche. Cooley will reach out to Mark Graczykowski (Wisconsin Bureau of Aeronautics).
- Cooley stated that he thinks this could be a youth hub. Xiao stated that we need to get an internship job description developed now. Du Plessis asked if we are in a position to give a really useful internship. Cooley advised that it is important to have things ready to go.
- Cooley asked what is on our agenda for next month and he stated the following: Job description for internship and keep it within the constraints of our current budget. Du Plessis noted that we need a schedule of work items for the internship, and it needs to be solid, so it doesn't crash. Sener noted three categories: (1) business, (2) marketing, and (3) management and logistics. Sener also noted that we need billing help the most. Marketing for the Oshkosh EAA is important. Du Plessis said that the operations side should be easy to get going. Cooley stated that our goal is that five years from now the apprenticeship will be a feeder for airport managers that the industry needs.
- Items for the next meeting agenda: (1) approve internships/those applying. (2) approve job descriptions and make sure the pieces align with the A&A contract, and what is coming out. (3) Get Chuck here from the Youth Apprenticeship Program. (4) Bring back the CIP. (5) Update on bids, Brandon Herbert will give an update. Cooley mention that Mt. Horeb had a Friends of the Fire Dept. (501c3), that helped the Mt. Horeb fund a new fire department.

X. Adjournment: Cooley, Chair

- a. Motion to adjourn by Du Plessis, 2nd by Runde. Passes unanimously. Adjourned at 7:24 PM

If attendance requires special accommodation needs, please contact (608)348-9741, ext. 2238

Commission On Aging

April 20, 2022

155 E. Lewis St., Platteville

Present: Ray Banfi, Joyce Bos, Debara Browning, Jill Goffinet, Josephine Kischer, Kathy Kopp, Jon Meidinger, Ally Shanahan

Absent: Larry McReynolds

- I. Meeting is called to order by Debara at 9:28 a.m..
- II. Motion to approve Minutes of March 16th by Ray, second Ally, all in favor, Minutes are approved.
- III. Reports: Council Kathy Kopp
Our Congratulations to Kathy; she is now on the County Board and has been appointed to the ADRC Committee.
The Senior Center will make a presentation to the City Council in June or July. The presentation should highlight the many activities at the Center and how many Seniors participate on a regular basis. Discussion ensues concerning where the Senior Center will be housed (on a temporary basis?) when construction of the Fire Station begins. Debara wonders if some of the Churches would have space to rent. Jill asks if the Commission would have to find a suitable place; Kathy thinks it probably needs to come from both sides. At this time it is not clear whether we will have to move or be able to stay in this building while the Fire Station is being built. Ally wonders if the City would assist financially if the Center has to move. Kathy says that everyone on the Council keeps the Senior Center on their mind when discussing the Fire Station and she will keep us in front of the discussion at all times. We appreciate Kathy's efforts on the Center's behalf.
PASS:
After President Bill Cramer's passing, Vice President Ray Banfi and Ally Shanahan agreed that she step in as President; and is now the youngest President of PASS. We received \$3,760 from United Way and Jon submitted an application for next year; another application has been submitted to the Platteville Community Fund. Ally makes motion and Joyce seconds, all in favor that we cancel the Brat Sale of May 7th,

The location for the 2nd Street sale on May 14th has been confirmed, 11:30 p.m. until 2 a.m. Ray says that the price for Brats has gone up to \$39.99 per case of 60 and Hot Dogs are \$22.90 for a case of 80. We will buy 5 cases of Brats and 1 case of Hot Dogs, Buns, Ketchup and Mustard. Ally will print flyers to pass out. Ally reports that we have 32 craft fair participants confirmed right now and we are expecting 45 to 50 vendors. Set up will be from 6 to 8 a.m.; Sunday set up at 7 a.m.; Fair starts at 9 a.m. Ray will buy a Grill at Farm & Fleet while they are on Sale until May 1st. We also need a trailer and he will look into this. We will pay for these two items with Grant money we expect to get.

Senior Center: Jill

A Senior Drive-Through Expo at the Shopping News is scheduled for April 28th from 9 a.m. to 11 a.m.

There will be 43 participants on the trip to Circa 21 on April 27th. On May 11th at 10:45 there will be a presentation by Sandy Osterhaus on cleaning Headstones. On June 23rd a trip is planned to the College Farm for a demonstration of Robotic Milkers. The group should meet at the Center at 9:30 for car-pooling. A lecture on Africa will be presented, and lunch will be served, on July 28th. Vesperman Farm will bring their ice cream truck on June 9th from 3 - 4 p.m. for a scoop of free ice cream.

- IV. Next meeting will be on May 18th.
- V. Motion to adjourn Joyce, second Debara, all in favor, meeting adjourns at 10:42 a.m.

Josephine Kischer
Secretary

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: ACTION ITEM NUMBER: VI.A.	TITLE: Resolution Awarding the Sale of \$1,340,000 General Obligation Street Improvement Bonds, Series 2022A	DATE May 24, 2022 VOTE REQUIRED: Majority
PREPARED BY: Adam Ruechel, City Manager		

Description:

During the April 12, 2022, Common Council meeting, the Council adopted an initial resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$1,340,000 for the purpose of paying the cost of street improvement projects.

The 2022 City of Platteville CIP Budget includes funding of \$1,275,000 for street reconstruction of the following projects:

Hickory & Gridley Reconstruction with Alternates	\$625,000
Cedar Street Reconstruction no Alternates	\$650,000

The total bond issue for the street reconstruction including bond issue costs is \$1,340,000.

Ehlers the City of Platteville’s municipal advisors will be making a presentation on the sale of the \$1,340,000 General Obligation Bonds.

Budget/Fiscal Impact:

The City of Platteville debt will increase by \$1,340,000. With this amount included in calculating City debt capacity under State statute and using the City’s 2021 Equalized Value of 761,224,200, the City will be at 57% of statutory borrowing capacity and at 82% of the City’s internally imposed limit of 3.5% of Equalized Value.

Recommendation:

Staff recommends the Common Council adopt Resolution 22-12, which will award the sale of \$1,340,000 General Obligation Street Improvement Bonds for street improvement projects.

Sample Affirmative Motion:

“I move to adopt Resolution 22-12 Awarding the Sale of General Obligation Street Improvement Bonds, Series 2022A”

Attachments:

- Resolution 22-12 Awarding the Sale of General Obligation Street Improvement Bonds, Series 2022A
- Ehler’s Sale Day Report will be provided at the Council meeting

RESOLUTION NO. 22-12

RESOLUTION AWARDING THE SALE OF \$1,340,000
GENERAL OBLIGATION STREET IMPROVEMENT BONDS,
SERIES 2022A

WHEREAS, on April 12, 2022, the Common Council of the City of Platteville, Grant County, Wisconsin (the "City") adopted an initial resolution authorizing the issuance of general obligation bonds in an amount not to exceed \$1,340,000 for the purpose of paying the cost of street improvement projects (the "Project") (the above-referenced initial resolution is referred to herein as the "Initial Resolution");

WHEREAS, pursuant to the provisions of Section 67.05, Wisconsin Statutes, within 15 days following the adoption of the Initial Resolution, the City Clerk caused a notice to electors to be published in the Platteville Journal, stating the purpose and maximum principal amount of the bond issue authorized by the Initial Resolution and describing the opportunity and procedure for submitting a petition requesting a referendum on the bond issue(s) authorized by the Initial Resolution;

WHEREAS, to date, no petition for referendum has been filed with the City Clerk, and the time to file such a petition has expired;

WHEREAS, on April 12, 2022, the Common Council of the City also adopted a resolution (the "Set Sale Resolution"), providing that the general obligation bond issue authorized by the Initial Resolution be issued and sold as a single issue of bonds designated as "General Obligation Street Improvement Bonds, Series 2022A" (the "Bonds") for the purpose of paying the cost of the Project;

WHEREAS, the Common Council hereby finds and determines that the Project is within the City's power to undertake and therefore serves a "public purpose" as that term is defined in Section 67.04(1)(b), Wisconsin Statutes;

WHEREAS, the City is authorized by the provisions of Section 67.04, Wisconsin Statutes, to borrow money and issue general obligation bonds for such public purposes;

WHEREAS, pursuant to the Set Sale Resolution, the City has directed Ehlers & Associates, Inc. ("Ehlers") to take the steps necessary to sell the Bonds to pay the cost of the Project;

WHEREAS, Ehlers, in consultation with the officials of the City, prepared a Notice of Sale (a copy of which is attached hereto as Exhibit A and incorporated herein by this reference) setting forth the details of and the bid requirements for the Bonds and indicating that the Bonds would be offered for public sale on May 24, 2022;

WHEREAS, the City Clerk (in consultation with Ehlers) caused a form of notice of the sale to be published and/or announced and caused the Notice of Sale to be distributed to potential bidders offering the Bonds for public sale on May 24, 2022;

WHEREAS, the City has duly received bids for the Bonds as described on the Bid Tabulation attached hereto as Exhibit B and incorporated herein by this reference (the "Bid Tabulation");

WHEREAS, it has been determined that the bid proposal (the "Proposal") submitted by the financial institution listed first on the Bid Tabulation fully complies with the bid requirements set forth in the Notice of Sale and is deemed to be the most advantageous to the City. Ehlers has recommended that the City accept the Proposal. A copy of said Proposal submitted by such institution (the "Purchaser") is attached hereto as Exhibit C and incorporated herein by this reference; and

WHEREAS, the Common Council now deems it necessary, desirable and in the best interest of the City that the Bonds be issued in the aggregate principal amount of \$ _____.

NOW, THEREFORE, BE IT RESOLVED by the Common Council of the City that:

Section 1. Ratification of the Notice of Sale and Offering Materials. The Common Council hereby ratifies and approves the details of the Bonds set forth in Exhibit A attached hereto as and for the details of the Bonds. The Notice of Sale and any other offering materials prepared and circulated by Ehlers are hereby ratified and approved in all respects. All actions taken by officers of the City and Ehlers in connection with the preparation and distribution of the Notice of Sale, and any other offering materials are hereby ratified and approved in all respects.

Section 1A. Award of the Bonds. For the purpose of paying the cost of the Project, there shall be borrowed pursuant to Section 67.04, Wisconsin Statutes, the principal sum of ONE MILLION THREE HUNDRED FORTY THOUSAND DOLLARS (\$1,340,000) from the Purchaser in accordance with the terms and conditions of the Proposal. The Proposal of the Purchaser offering to purchase the Bonds for the sum set forth on the Proposal, plus accrued interest to the date of delivery, resulting in a true interest cost as set forth on the Proposal, is hereby accepted. The City Manager and City Clerk or other appropriate officers of the City are authorized and directed to execute an acceptance of the Proposal on behalf of the City. The good faith deposit of the Purchaser shall be applied in accordance with the Notice of Sale, and any good faith deposits submitted by unsuccessful bidders shall be promptly returned. The Bonds shall bear interest at the rates set forth on the Proposal.

Section 2. Terms of the Bonds. The Bonds shall be designated "General Obligation Street Improvement Bonds, Series 2022A"; shall be issued in the aggregate principal amount of \$1,340,000; shall be dated June 15, 2022; shall be in the denomination of \$5,000 or any integral multiple thereof; shall be numbered R-1 and upward; and shall bear interest at the rates per annum and mature on March 1 of each year, in the years and principal amounts as set forth on the Pricing Summary attached hereto as Exhibit D-1 and incorporated herein by this reference. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2023. Interest shall be computed upon the basis of a 360-day year of twelve 30-day months and will be rounded pursuant to the rules of the Municipal Securities Rulemaking Board. The schedule of principal and interest payments due on the Bonds is set forth on the Debt

Service Schedule attached hereto as Exhibit D-2 and incorporated herein by this reference (the "Schedule").

Section 3. Redemption Provisions. The Bonds maturing on March 1, 2032 and thereafter are subject to redemption prior to maturity, at the option of the City, on March 1, 2031 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot, at the principal amount thereof, plus accrued interest to the date of redemption.

[If the Proposal specifies that any of the Bonds are subject to mandatory redemption, the terms of such mandatory redemption shall be set forth on an attachment hereto as Exhibit MRP and incorporated herein by this reference. Upon the optional redemption of any of the Bonds subject to mandatory redemption, the principal amount of such Bonds so redeemed shall be credited against the mandatory redemption payments established in Exhibit MRP for such Bonds in such manner as the City shall direct.]

Section 4. Form of the Bonds. The Bonds shall be issued in registered form and shall be executed and delivered in substantially the form attached hereto as Exhibit E and incorporated herein by this reference.

Section 5. Tax Provisions.

(A) Direct Annual Irrepealable Tax Levy. For the purpose of paying the principal of and interest on the Bonds as the same becomes due, the full faith, credit and resources of the City are hereby irrevocably pledged, and there is hereby levied upon all of the taxable property of the City a direct annual irrepealable tax in the years 2022 through 2034 for the payments due in the years 2023 through 2035 in the amounts set forth on the Schedule.

(B) Tax Collection. So long as any part of the principal of or interest on the Bonds remains unpaid, the City shall be and continue without power to repeal such levy or obstruct the collection of said tax until all such payments have been made or provided for. After the issuance of the Bonds, said tax shall be, from year to year, carried onto the tax roll of the City and collected in addition to all other taxes and in the same manner and at the same time as other taxes of the City for said years are collected, except that the amount of tax carried onto the tax roll may be reduced in any year by the amount of any surplus money in the Debt Service Fund Account created below.

(C) Additional Funds. If at any time there shall be on hand insufficient funds from the aforesaid tax levy to meet principal and/or interest payments on said Bonds when due, the requisite amounts shall be paid from other funds of the City then available, which sums shall be replaced upon the collection of the taxes herein levied.

Section 6. Segregated Debt Service Fund Account.

(A) Creation and Deposits. There be and there hereby is established in the treasury of the City, if one has not already been created, a debt service fund, separate and distinct

from every other fund, which shall be maintained in accordance with generally accepted accounting principles. Debt service or sinking funds established for obligations previously issued by the City may be considered as separate and distinct accounts within the debt service fund.

Within the debt service fund, there hereby is established a separate and distinct account designated as the "Debt Service Fund Account for General Obligation Street Improvement Bonds, Series 2022A, dated June 15, 2022" (the "Debt Service Fund Account") and such account shall be maintained until the indebtedness evidenced by the Bonds is fully paid or otherwise extinguished. There shall be deposited into the Debt Service Fund Account (i) all accrued interest received by the City at the time of delivery of and payment for the Bonds; (ii) any premium which may be received by the City above the par value of the Bonds and accrued interest thereon; (iii) all money raised by the taxes herein levied and any amounts appropriated for the specific purpose of meeting principal of and interest on the Bonds when due; (iv) such other sums as may be necessary at any time to pay principal of and interest on the Bonds when due; (v) surplus monies in the Borrowed Money Fund as specified below; and (vi) such further deposits as may be required by Section 67.11, Wisconsin Statutes.

(B) Use and Investment. No money shall be withdrawn from the Debt Service Fund Account and appropriated for any purpose other than the payment of principal of and interest on the Bonds until all such principal and interest has been paid in full and the Bonds canceled; provided (i) the funds to provide for each payment of principal of and interest on the Bonds prior to the scheduled receipt of taxes from the next succeeding tax collection may be invested in direct obligations of the United States of America maturing in time to make such payments when they are due or in other investments permitted by law; and (ii) any funds over and above the amount of such principal and interest payments on the Bonds may be used to reduce the next succeeding tax levy, or may, at the option of the City, be invested by purchasing the Bonds as permitted by and subject to Section 67.11(2)(a), Wisconsin Statutes, or in permitted municipal investments under the pertinent provisions of the Wisconsin Statutes ("Permitted Investments"), which investments shall continue to be a part of the Debt Service Fund Account. Any investment of the Debt Service Fund Account shall at all times conform with the provisions of the Internal Revenue Code of 1986, as amended (the "Code") and any applicable Treasury Regulations (the "Regulations").

(C) Remaining Monies. When all of the Bonds have been paid in full and canceled, and all Permitted Investments disposed of, any money remaining in the Debt Service Fund Account shall be transferred and deposited in the general fund of the City, unless the Common Council directs otherwise.

Section 7. Proceeds of the Bonds; Segregated Borrowed Money Fund. The proceeds of the Bonds (the "Bond Proceeds") (other than any premium and accrued interest which must be paid at the time of the delivery of the Bonds into the Debt Service Fund Account created above) shall be deposited into a special fund (the "Borrowed Money Fund") separate and distinct from all other funds of the City and disbursed solely for the purpose or purposes for which borrowed. Monies in the Borrowed Money Fund may be temporarily invested in Permitted Investments. Any monies, including any income from Permitted Investments, remaining in the Borrowed

Money Fund after the purpose or purposes for which the Bonds have been issued have been accomplished, and, at any time, any monies as are not needed and which obviously thereafter cannot be needed for such purpose(s) shall be deposited in the Debt Service Fund Account.

Section 8. No Arbitrage. All investments made pursuant to this Resolution shall be Permitted Investments, but no such investment shall be made in such a manner as would cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code or the Regulations and an officer of the City, charged with the responsibility for issuing the Bonds, shall certify as to facts, estimates, circumstances and reasonable expectations in existence on the date of delivery of the Bonds to the Purchaser which will permit the conclusion that the Bonds are not "arbitrage bonds," within the meaning of the Code or Regulations.

Section 9. Compliance with Federal Tax Laws. (a) The City represents and covenants that the projects financed by the Bonds and the ownership, management and use of the projects will not cause the Bonds to be "private activity bonds" within the meaning of Section 141 of the Code. The City further covenants that it shall comply with the provisions of the Code to the extent necessary to maintain the tax-exempt status of the interest on the Bonds including, if applicable, the rebate requirements of Section 148(f) of the Code. The City further covenants that it will not take any action, omit to take any action or permit the taking or omission of any action within its control (including, without limitation, making or permitting any use of the proceeds of the Bonds) if taking, permitting or omitting to take such action would cause any of the Bonds to be an arbitrage bond or a private activity bond within the meaning of the Code or would otherwise cause interest on the Bonds to be included in the gross income of the recipients thereof for federal income tax purposes. The City Clerk or other officer of the City charged with the responsibility of issuing the Bonds shall provide an appropriate certificate of the City certifying that the City can and covenanting that it will comply with the provisions of the Code and Regulations.

(b) The City also covenants to use its best efforts to meet the requirements and restrictions of any different or additional federal legislation which may be made applicable to the Bonds provided that in meeting such requirements the City will do so only to the extent consistent with the proceedings authorizing the Bonds and the laws of the State of Wisconsin and to the extent that there is a reasonable period of time in which to comply.

Section 10. Designation as Qualified Tax-Exempt Obligations. The Bonds are hereby designated as "qualified tax-exempt obligations" for purposes of Section 265 of the Code, relating to the ability of financial institutions to deduct from income for federal income tax purposes, interest expense that is allocable to carrying and acquiring tax-exempt obligations.

Section 11. Execution of the Bonds; Closing; Professional Services. The Bonds shall be issued in printed form, executed on behalf of the City by the manual or facsimile signatures of the City Manager and City Clerk, authenticated, if required, by the Fiscal Agent (defined below), sealed with its official or corporate seal, if any, or a facsimile thereof, and delivered to the Purchaser upon payment to the City of the purchase price thereof, plus accrued interest to the date of delivery (the "Closing"). The facsimile signature of either of the officers executing the Bonds may be imprinted on the Bonds in lieu of the manual signature of the officer but, unless the City has contracted with a fiscal agent to authenticate the Bonds, at least one of the signatures

appearing on each Bond shall be a manual signature. In the event that either of the officers whose signatures appear on the Bonds shall cease to be such officers before the Closing, such signatures shall, nevertheless, be valid and sufficient for all purposes to the same extent as if they had remained in office until the Closing. The aforesaid officers are hereby authorized and directed to do all acts and execute and deliver the Bonds and all such documents, certificates and acknowledgements as may be necessary and convenient to effectuate the Closing. The City hereby authorizes the officers and agents of the City to enter into, on its behalf, agreements and contracts in conjunction with the Bonds, including but not limited to agreements and contracts for legal, trust, fiscal agency, disclosure and continuing disclosure, and rebate calculation services. Any such contract heretofore entered into in conjunction with the issuance of the Bonds is hereby ratified and approved in all respects.

Section 12. Payment of the Bonds; Fiscal Agent. The principal of and interest on the Bonds shall be paid by [_____, _____, _____], which is hereby appointed as the City's registrar and fiscal agent pursuant to the provisions of Section 67.10(2), Wisconsin Statutes [the City Clerk or City Treasurer] (the "Fiscal Agent"). [The City hereby authorizes the Council President and City Clerk or other appropriate officers of the City to enter a Fiscal Agency Agreement between the City and the Fiscal Agent. Such contract may provide, among other things, for the performance by the Fiscal Agent of the functions listed in Wis. Stats. Sec. 67.10(2)(a) to (j), where applicable, with respect to the Bonds].

Section 13. Persons Treated as Owners; Transfer of Bonds. The City shall cause books for the registration and for the transfer of the Bonds to be kept by the Fiscal Agent. The person in whose name any Bond shall be registered shall be deemed and regarded as the absolute owner thereof for all purposes and payment of either principal or interest on any Bond shall be made only to the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon such Bond to the extent of the sum or sums so paid.

Any Bond may be transferred by the registered owner thereof by surrender of the Bond at the office of the Fiscal Agent, duly endorsed for the transfer or accompanied by an assignment duly executed by the registered owner or his attorney duly authorized in writing. Upon such transfer, the City Manager and City Clerk shall execute and deliver in the name of the transferee or transferees a new Bond or Bonds of a like aggregate principal amount, series and maturity and the Fiscal Agent shall record the name of each transferee in the registration book. No registration shall be made to bearer. The Fiscal Agent shall cancel any Bond surrendered for transfer.

The City shall cooperate in any such transfer, and the City Manager and City Clerk are authorized to execute any new Bond or Bonds necessary to effect any such transfer.

Section 14. Record Date. The 15th day of the calendar month next preceding each interest payment date shall be the record date for the Bonds (the "Record Date"). Payment of interest on the Bonds on any interest payment date shall be made to the registered owners of the Bonds as they appear on the registration book of the City at the close of business on the Record Date.

Section 15. Utilization of The Depository Trust Company Book-Entry-Only System. In order to make the Bonds eligible for the services provided by The Depository Trust Company, New York, New York ("DTC"), the City agrees to the applicable provisions set forth in the Blanket Issuer Letter of Representations, which the City Clerk or other authorized representative of the City is authorized and directed to execute and deliver to DTC on behalf of the City to the extent an effective Blanket Issuer Letter of Representations is not presently on file in the City Clerk's office.

Section 16. Payment of Issuance Expenses. The City authorizes the Purchaser to forward the amount of the proceeds of the Bonds allocable to the payment of issuance expenses to a financial institution selected by Ehlers at Closing for further distribution as directed by Ehlers.

Section 17. Official Statement. The Common Council hereby approves the Preliminary Official Statement with respect to the Bonds and deems the Preliminary Official Statement as "final" as of its date for purposes of SEC Rule 15c2-12 promulgated by the Securities and Exchange Commission pursuant to the Securities and Exchange Act of 1934 (the "Rule"). All actions taken by officers of the City in connection with the preparation of such Preliminary Official Statement and any addenda to it or final Official Statement are hereby ratified and approved. In connection with the Closing, the appropriate City official shall certify the Preliminary Official Statement and any addenda or final Official Statement. The City Clerk shall cause copies of the Preliminary Official Statement and any addenda or final Official Statement to be distributed to the Purchaser.

Section 18. Undertaking to Provide Continuing Disclosure. The City hereby covenants and agrees, for the benefit of the owners of the Bonds, to enter into a written undertaking (the "Undertaking") if required by the Rule to provide continuing disclosure of certain financial information and operating data and timely notices of the occurrence of certain events in accordance with the Rule. The Undertaking shall be enforceable by the owners of the Bonds or by the Purchaser on behalf of such owners (provided that the rights of the owners and the Purchaser to enforce the Undertaking shall be limited to a right to obtain specific performance of the obligations thereunder and any failure by the City to comply with the provisions of the Undertaking shall not be an event of default with respect to the Bonds).

To the extent required under the Rule, the City Manager and City Clerk, or other officer of the City charged with the responsibility for issuing the Bonds, shall provide a Continuing Disclosure Certificate for inclusion in the transcript of proceedings, setting forth the details and terms of the City's Undertaking.

Section 19. Record Book. The City Clerk shall provide and keep the transcript of proceedings as a separate record book (the "Record Book") and shall record a full and correct statement of every step or proceeding had or taken in the course of authorizing and issuing the Bonds in the Record Book.

Section 20. Bond Insurance. If the Purchaser determines to obtain municipal bond insurance with respect to the Bonds, the officers of the City are authorized to take all actions necessary to obtain such municipal bond insurance. The City Manager and City Clerk are authorized to agree to such additional provisions as the bond insurer may reasonably request and which are acceptable to the City Manager and City Clerk including provisions regarding restrictions on investment of Bond proceeds, the payment procedure under the municipal bond insurance policy, the rights of the bond insurer in the event of default and payment of the Bonds by the bond insurer and notices to be given to the bond insurer. In addition, any reference required by the bond insurer to the municipal bond insurance policy shall be made in the form of Bond provided herein.

Section 21. Conflicting Resolutions; Severability; Effective Date. All prior resolutions, rules or other actions of the Common Council or any parts thereof in conflict with the provisions hereof shall be, and the same are, hereby rescinded insofar as the same may so conflict. In the event that any one or more provisions hereof shall for any reason be held to be illegal or invalid, such illegality or invalidity shall not affect any other provisions hereof. The foregoing shall take effect immediately upon adoption and approval in the manner provided by law.

PASSED BY THE COMMON COUNCIL on May 24, 2022.

Barbara Daus
City Council President

ATTEST:

Candace Klaas
City Clerk

(SEAL)

EXHIBIT A

Notice of Sale

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT B

Bid Tabulation

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT C

Winning Bid

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-1

Pricing Summary

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

EXHIBIT D-2

Debt Service Schedule and Irrepealable Tax Levies

To be provided by Ehlers & Associates, Inc. and incorporated into the Resolution.

(See Attached)

DRAFT

[EXHIBIT MRP

Mandatory Redemption Provision

The Bonds due on March 1, ____, ____, and ____ (the "Term Bonds") are subject to mandatory redemption prior to maturity by lot (as selected by the Depository) at a redemption price equal to One Hundred Percent (100%) of the principal amount to be redeemed plus accrued interest to the date of redemption, from debt service fund deposits which are required to be made in amounts sufficient to redeem on March 1 of each year the respective amount of Term Bonds specified below:

For the Term Bonds Maturing on March 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)

For the Term Bonds Maturing on March 1, _____

<u>Redemption Date</u>	<u>Amount</u>
_____	\$ _____
_____	_____
_____	_____ (maturity)]

EXHIBIT E

(Form of Bond)

REGISTERED	UNITED STATES OF AMERICA	DOLLARS
	STATE OF WISCONSIN	
	GRANT COUNTY	
NO. R-____	CITY OF PLATTEVILLE	\$_____
GENERAL OBLIGATION STREET IMPROVEMENT BOND, SERIES 2022A		

MATURITY DATE:	ORIGINAL DATE OF ISSUE:	INTEREST RATE:	CUSIP:
March 1, _____	June 15, 2022	_____%	_____

DEPOSITORY OR ITS NOMINEE NAME: CEDE & CO.

PRINCIPAL AMOUNT: _____ THOUSAND DOLLARS
(\$ _____)

FOR VALUE RECEIVED, the City of Platteville, Grant County, Wisconsin (the "City"), hereby acknowledges itself to owe and promises to pay to the Depository or its Nominee Name (the "Depository") identified above (or to registered assigns), on the maturity date identified above, the principal amount identified above, and to pay interest thereon at the rate of interest per annum identified above, all subject to the provisions set forth herein regarding redemption prior to maturity. Interest shall be payable semi-annually on March 1 and September 1 of each year commencing on March 1, 2023 until the aforesaid principal amount is paid in full. Both the principal of and interest on this Bond are payable to the registered owner in lawful money of the United States. Interest payable on any interest payment date shall be paid by wire transfer to the Depository in whose name this Bond is registered on the Bond Register maintained by [_____, _____, _____] OR [the City Clerk or City Treasurer] (the "Fiscal Agent") or any successor thereto at the close of business on the 15th day of the calendar month next preceding each interest payment date (the "Record Date"). This Bond is payable as to principal upon presentation and surrender hereof at the office of the Fiscal Agent.

For the prompt payment of this Bond together with interest hereon as aforesaid and for the levy of taxes sufficient for that purpose, the full faith, credit and resources of the City are hereby irrevocably pledged.

This Bond is one of an issue of Bonds aggregating the principal amount of \$1,340,000, all of which are of like tenor, except as to denomination, interest rate, maturity date and redemption provision, issued by the City pursuant to the provisions of Section 67.04, Wisconsin Statutes, for the public purpose of paying the cost of street improvement projects, as authorized by resolutions adopted on April 12, 2022 and May 24, 2022 (collectively, the "Resolutions"). Said Resolutions are recorded in the official minutes of the Common Council for said dates.

The Bonds maturing on March 1, 2032 and thereafter are subject to redemption prior to maturity, at the option of the City, on March 1, 2031 or on any date thereafter. Said Bonds are redeemable as a whole or in part, and if in part, from maturities selected by the City, and within each maturity by lot (as selected by the Depository), at the principal amount thereof, plus accrued interest to the date of redemption.

[The Bonds maturing in the years _____ are subject to mandatory redemption by lot as provided in the resolution[s] referred to above, at the redemption price of par plus accrued interest to the date of redemption and without premium.]

In the event the Bonds are redeemed prior to maturity, as long as the Bonds are in book-entry-only form, official notice of the redemption will be given by mailing a notice by registered or certified mail, overnight express delivery, facsimile transmission, electronic transmission or in any other manner required by the Depository, to the Depository not less than thirty (30) days nor more than sixty (60) days prior to the redemption date. If less than all of the Bonds of a maturity are to be called for redemption, the Bonds of such maturity to be redeemed will be selected by lot. Such notice will include but not be limited to the following: the designation, date and maturities of the Bonds called for redemption, CUSIP numbers, and the date of redemption. Any notice provided as described herein shall be conclusively presumed to have been duly given, whether or not the registered owner receives the notice. The Bonds shall cease to bear interest on the specified redemption date provided that federal or other immediately available funds sufficient for such redemption are on deposit at the office of the Depository at that time. Upon such deposit of funds for redemption the Bonds shall no longer be deemed to be outstanding.

It is hereby certified and recited that all conditions, things and acts required by law to exist or to be done prior to and in connection with the issuance of this Bond have been done, have existed and have been performed in due form and time; that the aggregate indebtedness of the City, including this Bond and others issued simultaneously herewith, does not exceed any limitation imposed by law or the Constitution of the State of Wisconsin; and that a direct annual irrevocable tax has been levied sufficient to pay this Bond, together with the interest thereon, when and as payable.

This Bond has been designated by the Common Council as a "qualified tax-exempt obligation" pursuant to the provisions of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This Bond is transferable only upon the books of the City kept for that purpose at the office of the Fiscal Agent, only in the event that the Depository does not continue to act as depository for the Bonds, and the City appoints another depository, upon surrender of the Bond to the Fiscal Agent, by the registered owner in person or his duly authorized attorney, together with a written instrument of transfer (which may be endorsed hereon) satisfactory to the Fiscal Agent duly executed by the registered owner or his duly authorized attorney. Thereupon a new fully registered Bond in the same aggregate principal amount shall be issued to the new depository in exchange therefor and upon the payment of a charge sufficient to reimburse the City for any tax, fee or other governmental charge required to be paid with respect to such

registration. The Fiscal Agent shall not be obliged to make any transfer of the Bonds (i) after the Record Date, (ii) during the fifteen (15) calendar days preceding the date of any publication of notice of any proposed redemption of the Bonds, or (iii) with respect to any particular Bond, after such Bond has been called for redemption. The Fiscal Agent and City may treat and consider the Depository in whose name this Bond is registered as the absolute owner hereof for the purpose of receiving payment of, or on account of, the principal or redemption price hereof and interest due hereon and for all other purposes whatsoever. The Bonds are issuable solely as negotiable, fully-registered Bonds without coupons in the denomination of \$5,000 or any integral multiple thereof.

[This Bond shall not be valid or obligatory for any purpose until the Certificate of Authentication hereon shall have been signed by the Fiscal Agent.]

No delay or omission on the part of the owner hereof to exercise any right hereunder shall impair such right or be considered as a waiver thereof or as a waiver of or acquiescence in any default hereunder.

IN WITNESS WHEREOF, the City of Platteville, Grant County, Wisconsin, by its governing body, has caused this Bond to be executed for it and in its name by the manual or facsimile signatures of its duly qualified City Manager and City Clerk; and to be sealed with its official or corporate seal, if any, all as of the original date of issue specified above.

CITY OF PLATTEVILLE
GRANT COUNTY, WISCONSIN

By: _____
Adam Ruechel
City Manager

(SEAL)

By: _____
Candace Klaas
City Clerk

[Date of Authentication: _____, _____]

CERTIFICATE OF AUTHENTICATION

This Bond is one of the Bonds of the issue authorized by the within-mentioned resolution of the City of Platteville, Grant County, Wisconsin.

_____, _____

By _____
Authorized Signatory]

DRAFT

ASSIGNMENT

FOR VALUE RECEIVED, the undersigned sells, assigns and transfers unto

(Name and Address of Assignee)

(Social Security or other Identifying Number of Assignee)

the within Bond and all rights thereunder and hereby irrevocably constitutes and appoints _____, Legal Representative, to transfer said Bond on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

Signature Guaranteed:

(e.g. Bank, Trust Company
or Securities Firm)

(Depository or Nominee Name)

NOTICE: This signature must correspond with the name of the Depository or Nominee Name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Officer)

**THE CITY OF PLATTEVILLE, WISCONSIN
COMMON COUNCIL SUMMARY SHEET**

COUNCIL SECTION: ACTION ITEM NUMBER: VI.B.	TITLE: Fire Station Professional Design Services RFP	DATE May 24, 2022 VOTE REQUIRED: Majority
PREPARED BY: Adam Ruechel, City Manager		

Description:

In 2021 the City of Platteville completed a Fire Department Comprehensive analysis which determined the current location of the Platteville Fire Department would not be suitable for renovation/expansion. The analysis recommended the potential for a new fire station to be located at the former OE Gray Learning Center building located at 155 W. Lewis Street. In 2021 the City of Platteville gained ownership of the Learning Center by entering into a transfer agreement with the School District of Platteville.

In the spring of 2021, the City of Platteville submitted a Community Project Funding request to Congressman Ron Kind's office in which an \$8,000,000 request was submitted to the House Appropriations Committee. \$7,000,000 was authorized by the Committee members to be included within the 2022 Fiscal Year Appropriation Cycle. The City of Platteville has received official notification the appropriation was approved in the Omnibus Bill and the President officially signed the bill into law in March. City Staff are currently working with a contact at USDA (United States Department of Agriculture) as we now must submit a Community Facilities Program Pre-Application.

In continuing to move the needle the City requested proposals from qualified architect/engineer (A/E) consultants to be part of a team to perform professional services for the design of a new Fire Station. Design services shall include landscape design, architectural design, interior design, site civil, plumbing, mechanical, electrical, and telecommunication engineering services. The design proposal should include the following phases for program verification:

1. Schematic design (Consider standalone fire station and provide a recommendation as to whether training/additional space for education and service-based organizations could be included in the joint facility)
2. Design development – Prepare detailed design documents (plans & specifications) for the approved design and layout
3. Construction documents – Plans, specifications, and contract
4. Bidding and construction administration services – with site inspections biweekly

The deadline to submit proposals was Thursday, March 31, and City Staff received proposals from the following architectural/engineering firms:

Company	Firm Location
CS Design & Engineering	Ashland WI
Jewel Associates Engineers, Inc.	Spring Green, WI
Integrity Engineering & Design	Green Bay, WI
Shive Hattery Architecture Engineering	South Bend IN, Cedar Rapids, IA
ADCI	Lake Delton, WI
Wendel-Five Bugles Design	Eau Claire, WI
OPN	Cedar Rapids, IA
Brunton/Delta 3	Hopkins. MN
SEH	Madison, WI
Keller	Kaukauna, WI

City Staff created a Fire Station Building Committee which consists of the following members:

City Manager Adam Ruechel

Fire Chief Ryan Simmons

Fire Inspector Casey Pickel

Building Maintenance Specialist Shannon Butson

Parks and Recreation Director Bob Lowe

Southwest Technical College Representatives Karl Sandry and Dennis Cooley

Council President Barbara Daus

Inspiring Communities Representative Sherry Engelke

Plan Commission Representative Bob Vosberg

Town of Platteville Representatives

Community Members Bob Hundhausen, Tammy Black, Brian Fritz, Deb Rice, and Bill Kloster

The Fire Department Building Committee met multiple times during April to review the submissions. In reviewing the submissions, the Committee consensus was four firms should be selected for further consideration. During the first week of May, the Fire Department Building Committee held in-person interviews with Keller, SEH, OPN, and Wendel-Five Bugles Design.

After the Fire Department Building Committee concluded interviews with the four semifinalists on Wednesday, May 4, the recommendation from the Committee was to have the City Manager conduct finalist interviews with firms SEH and Wendel-Five Bugles design.

On Tuesday, May 17, and Wednesday, May 18 City Manager Adam Ruechel and Fire Chief Ryan Simmons conducted finalist interviews where SEH and Wendel-Five Bugles design were asked 6 identical questions.

Budget/Fiscal Impact:

In reviewing the cost proposals submitted by the finalist both firms provided estimates to complete the 4 phases of the fire station design project based on a total fire station design of \$10,000,000.

Company	Phase 1-Planning Conceptual Design	Phase 2- Schematic Design	Phase 3-Bidding	Phase 4- Construction Administration	GRAND TOTAL
SEH	\$ 227,500.00	\$ 260,000.00	\$ 32,500.00	\$ 130,000.00	\$ 650,000.00
Wendel-5 Bugles Design	\$ 32,500.00	\$ 487,500.00	\$ 32,500.00	\$ 97,500.00	\$ 650,000.00

During the final interview process, both firms indicated they would be agreeable to negotiating a contract which would be for a flat fee of 6% of the total construction cost of the project. Therefore, if the City of Platteville were to construct a fire station that would cost greater than \$10,000,000 the overall fee percentage would not increase.

Both firms also indicated they would recommend waiting until after the completion of Phase 2 before determining if the City of Platteville would like to move forward with a construction manager at risk. Both firms indicated they would be open to assisting in the contracting of a construction manager and expressed estimates that would potentially be around 2-3% of the total construction cost of the project. (\$10,000,000 Project would equate to \$200,000-\$300,000 cost for construction manager)

City Staff continues to review the funding sources which will be utilized to cover the cost of the 4 phased architectural design process. Recently the City of Platteville has received an incredible donation to assist in funding a portion of the cost of the design phases. During the meeting, I will be taking a moment to recognize the donators. The intention is the remaining cost of the architectural/engineering design will be covered by the appropriation the City of Platteville will be receiving.

Recommendation:

After careful consideration of the recommendations from the Fire Station Building Committee and after meeting with the finalist, Staff would recommend the Common Council select Wendel's-Five Bugles Design to move forward with the professional design service of a new fire station.

I want to stress the two finalists interviewed presented very well and answered all the questions asked. The consensus was Wendel's Five Bugles Design displayed the best of all the firms in their ability to meet the demands of the City of Platteville's pursuit of a new fire station.

Sample Affirmative Motion:

"I move to authorize the City Manager to enter into a contractual agreement with Wendel's-Five Bugles Design to perform professional services for the design of a new fire station."

Attachments:

- Five Bugles Design and SEH Proposals



Architectural Design For Public Safety



CITY OF PLATTEVILLE

Proposal for

PROFESSIONAL DESIGN SERVICES FOR NEW FIRE STATION

March 31, 2022





**Five
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Design™**

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LETTER OF INTRODUCTION/STATEMENT OF INTEREST

1. FIRM BACKGROUND AND QUALIFICATIONS

2. KEY INDIVIDUALS' QUALIFICATIONS AND EXPERIENCE

3. PROJECT SCOPE & UNDERSTANDING



Architecture Engineering Planning Energy Efficiency Construction Management

March 21, 2022

Adam Ruechel, City Manager
75 N. Bonson St.
Platteville, WI 53818

SUBJECT: PROFESSIONAL DESIGN SERVICES FOR FIRE STATION

Dear Mr. Ruechel,

First off, I want to say congratulations on the funding that you received for the new fire station. This was great to see, and your city is well deserved of that recognition. Having worked with your team on the study, we understand how important this project is to you and the city and that was a major step in moving forward.

We are extremely pleased to submit this proposal for architectural services in support of this exciting project. We understand the City of Platteville is interested in retaining a consultant with significant experience in the design and master planning of public facilities and their environments they strive in. Our firm has worked in hundreds of communities throughout the country, collaborating with various municipalities to achieve projects they can be proud of. Five Bugles Design specializes in public safety facilities, and we believe this expertise and our team's outstanding credentials will serve the City of Platteville well in designing its new fire station.

Five Bugles Design is a division of Wendel Companies (Wendel), a national design and construction firm that has been providing services to communities across the US since 1940. We believe our team is unique – a nationally recognized leader in the design of public safety facilities – with a well-established design portfolio of all architectural projects large and small. All of this comes with in-house architects, engineers and construction managers that have significant experience working on public sector projects.

Within this proposal, you will find details on our experience and unique value that includes:

- We are a nationally recognized team of experts in public safety design with more than 40 projects in the past three years and over 200 throughout the US credited to our staff.
- A unique collaborative Immersion programming process that combines the extensive knowledge of emergency service professionals, architects, master planners, engineers and construction experts. We work with our clients to efficiently create and confirm the needs of the end users of the proposed facility to ensure their needs are met, but also keeping the project on budget.
- An all-in-house team of architects, engineers, contractors, and a director of sustainability to meet the City of Platteville's desire and needs.
- Wendel is certified to ISO 9001:2015 through DNV GL – Business Assurance. Quality is designed into our processes from start to finish in order to provide maximum benefit.

We ask you to carefully review this submittal. We are prepared to answer any questions you may have at the interview phase of your selection process, and we thank you for the opportunity to submit on this great project!

Best Regards,
Five Bugles Design

A handwritten signature in black ink, appearing to read "Robert Krzyzanowski".

Robert Krzyzanowski
Director of Emergency Services/
Principal-in-Charge



Firm Background & Qualifications



Five Bugles Design™

CORPORATE PROFILE

In 1940, Leon Wendel started a small civil engineering firm. Over the last eight decades, Wendel has grown into a full-service architecture, engineering, energy efficiency, and construction management firm that delivers customized solutions and turnkey projects in innovative ways.

Today, we boast a full complement of professionals in every engineering discipline, including a robust energy efficiency department; a talented team of architects and landscape architects; construction managers; planners; and interior designers. Our team is based out of 15 offices, is licensed in 38 states, and has over 280 employees dedicated to upholding our four core values: team first; quality; first-class communication; and promises made, promises kept. At the heart of those values is our belief that we can **create a better world through knowledge and leadership.**

Included within Wendel is our award winning team of emergency services designers, Five Bugles Design. Our emergency services design team has decades of experience working with municipalities across the country. Our clients understand that having all services, including emergency services design, under one roof is the key to a successfully run project. If our team uses sub-consultants for design, we still have all the services listed below for checks and balances, even during construction with our in-house construction management team.

WENDEL SERVICES:



ARCHITECTURE

INTERIOR DESIGN

LANDSCAPE ARCHITECTURE

MASTER PLANNING

HISTORICAL PRESERVATION



ENGINEERING

CIVIL

ELECTRICAL ENVIRONMENTAL

MECHANICAL

MUNICIPAL

STRUCTURAL TRANSPORTATION

RAILROAD

ALTERNATIVE FUEL SOLUTIONS/ CNG

WATER/ WASTEWATER RETROFITS

LAND SURVEYING

GEOGRAPHIC INFORMATION SYSTEMS (GIS)

PLANNING



ENERGY EFFICIENCY

ENERGY AUDITS COMMISSIONING

PROFESSIONALLY ASSISTED PERFORMANCE CONTRACTING

ALTERNATIVE FUNDING/GRANT PROGRAMS

RETROFIT AND IMPLEMENTATION DESIGN

GREEN BUILDING DESIGN

MEASUREMENT & SAVINGS VERIFICATION (M&V)

RENEWABLE TECHNOLOGIES



CONSTRUCTION MANAGEMENT

MASTERBUILDER

PROGRESSIVE DESIGN/BUILD

DESIGN/BID/ BUILD

CONSTRUCTION MANAGEMENT AT RISK (CMAR)

CM AGENT

GMP DESIGN/ BUILD





**Five
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Design™**

Firm Contact

Robert Krzyzanowski

P: (715) 559-0297

E: rkrzyzanowski@wendelcompanies.com

Name & Location

Five Bugles Design, the award winning team at Wendel

800 Wisconsin St.

Building D04, Suite 202 Mailbox 2

Eau Claire, WI 54703

fivebuglesdesign.com

Year Established

Wendel: Established in 1940

June 1, 2017: Wendel acquired

Architectural Design Group (ADG),

a leader in architectural design and

planning in Eau Claire, Wisconsin to

enhance our service offering and market

reach in the Midwest. Also gained Five

Bugles, ADG's division focused solely on

the public safety industry.

Legal Status

Licensed to perform Architecture &

Engineering services in Wisconsin

Firm Ownership

Corporation

Staffing

Total Staff: 280

Eau Claire: 17

Primary Firm Location for this Project:

800 Wisconsin St.

Building D04, Suite 202 Mailbox 2

Eau Claire, WI 54703

BUILDING ON A VISION

Five Bugles Design was formed to provide planning and design services to the public safety service industry. We understand that public safety buildings are truly a unique building type. Our focused design team is comprised of members whom, both collectively and individually, are among the most experienced public safety design professionals in the country.

UNMATCHED PUBLIC SAFETY FACILITY DESIGN EXPERIENCE

Our award-winning team of architects and active emergency services specialists have work experience throughout the country. We focus on exceeding our clients' expectations and providing exemplary project management services, all while "speaking your language."

COLLABORATIVE. FOCUSED. CLIENT DRIVEN. COMMUNITY CONSCIOUS.

Making a positive and lasting impact on the people and communities we serve is at the core of what we do. We believe that by getting to know our clients, their needs, and the communities they serve, we're able to collaborate as a design team to provide winning solutions that go far beyond the obvious. Our goal is that the facilities we design today will serve our clients for decades to come.

EMERGENCY SERVICE DESIGNERS

The architects, engineers and designers that are part of our Five Bugles Design team have experience leading municipalities through the process of design. These individuals learn from every project they have been apart of, with some having decades of experience. Our team then takes everything that we have learned, good or bad, and puts that information forward to our new clients.

The design of emergency services facilities is an intricate process and very detail oriented. Our clients have to be detail oriented in their everyday job of saving lives, we expect our team to understand that the small details matter in a facility as every second counts.

We pride ourselves on function over frills, however we have the diversity in our portfolio to satisfy any client's needs and desires. Emergency services design is the only thing that our Five Bugles Design team focuses on and they have dedicated their careers to this cause.

IN-HOUSE EMERGENCY SERVICE SPECIALISTS

The Five Bugles Design team includes a number of Emergency Service Specialists. These individuals are both active and retired public safety personnel with extensive background in the management and operations of fire, police and EMS departments of all types and sizes (career, paid-on-call, combination).

Most importantly, they have built stations for their own departments and understand the challenges created by the necessity of blending facility demands with budgetary concerns.

Our Emergency Service Specialists use their decades of experience to lead our unique programming process. They will direct a conversation that explores your individual operational and facility challenges, breaks those challenges down into their respective building components and then work with our experienced architects and planners to define and quantify those elements with the goal of creating an accurate depiction of the built environment that will ultimately become your new facility.



PROGRAMMING: UNIQUE IMMERSION PROGRAMMING & PLANNING

SPACE NEEDS ANALYSIS

As the City of Platteville knows, Five Bugles Design has developed some of the most comprehensive programming tools in the industry. We view programming as the fundamental basis of our design and attribute much of our successes to our in-depth process.

Our process typically begins by conducting a programming session - typically a two-hour meeting - which would provide us an excellent understanding of your department's operation requirements and future goals.

With Five Bugles Design already completing the programming in the previous feasibility study, our intent would be to reevaluate the findings of that study to refresh the entire team and to bring that exercise back up to par since it occurred over one year ago.

PREVIOUS STUDY ANALYSIS

Due to our vast experience in the design of emergency services facilities, our team knows what it takes to put your staff into a facility that functions both efficiently and is budget friendly. The City of Platteville's current studies project the facility to be approximately 31,900 s.f.

Below is a list of facilities that we have completed that compares the "Programmed Square Footage" with the square footage the building ended up at after construction. This shows that bringing an expert onto the project team in this particular building type will ensure a tight, efficient and cost friendly building.

Suamico Fire Station

Programmed S.F. = 36,846 S.F.

Completed S.F. = 22,050 S.F.

Monroe Fire Station

Programmed S.F. = 24,388 S.F.

Completed S.F. = 20,100 S.F.

Riverside Fire Station

Programmed S.F. = 21,504 S.F.

Completed S.F. = 17,450 S.F.

Greenville Fire Station

Programmed S.F. = 30,000 S.F.

Completed S.F. = 24,680 S.F.

Wausau Fire Station

Programmed S.F. = 16,884 S.F.

Completed S.F. = 15,233 S.F.





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DESIGN FEATURES MAY INCLUDE:

- Orienting the tower to allow access on three sides.
- Windows or window openings with covers to simulate second story ladder rescue.
- An internal stairway to extend hand lines to an upper story.
- A standpipe pump-in connection system on the outside of the tower and standpipe connections at each level of the tower.
- The building sprinkler system pump-in station is also used to simulate sprinkler water and pressure support.
- A lone sprinkler head at the lowest level of the tower to train how to isolate a single sprinkler head while allowing the remaining system to be operational.
- Smoke opening connections on all floors of the hose tower to simulate rescue under zero visibility conditions.
- Rappelling tie-off connections at the highest level to simulate repelling rescues.
- A manhole on the second floor of the tower to allow confined entry training.
- Window or roof access at the top of the tower to allow firefighters to use ropes to raise and lower fire department equipment.

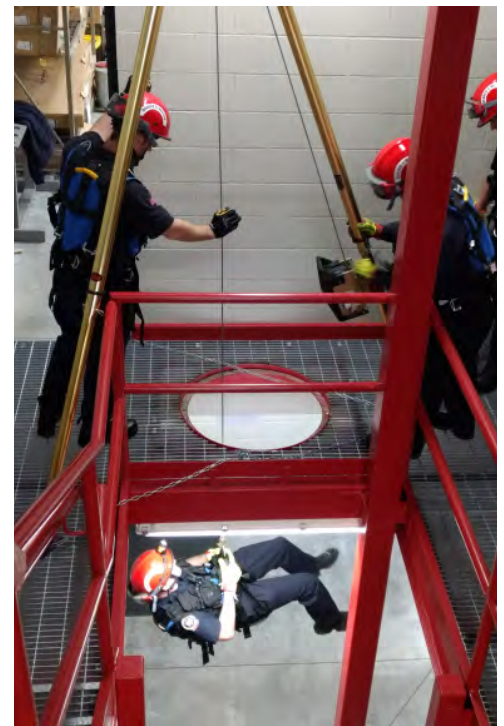
TRAINING

Five Bugles Design has extensive experience in regional training facilities as well as creating staff training opportunities within a fire/EMS station.

At the core of any successful and efficient fire protection program is fire department training. Community expectations for delivery services over the last decade have grown to a level never anticipated. Emergency medical services, hazardous materials, confined entry rescue, fire ground management techniques, communications, domestic terrorism and international terrorism are not hypothetical scenarios, but realities. Designing these high risk but low frequency training opportunities into the new fire station is critical to a department's level of ability to face the new challenges these situations present.

The Five Bugles Design team is a national leader with its innovative approach of incorporating training programs into building design. In our discussions during the initial programming and space orientation phase of the building process we spend a great deal of time talking about the department's existing training program. We take this time to gather as much information as possible and then offer design solutions that will provide for in-house training. Firefighters will be on hand during training sessions if a major emergency occurs.

One of the training opportunities that we have included in numerous fire stations is the use of a training tower for both drying fire hoses and for practicing in a multistory internal/ external training platform.





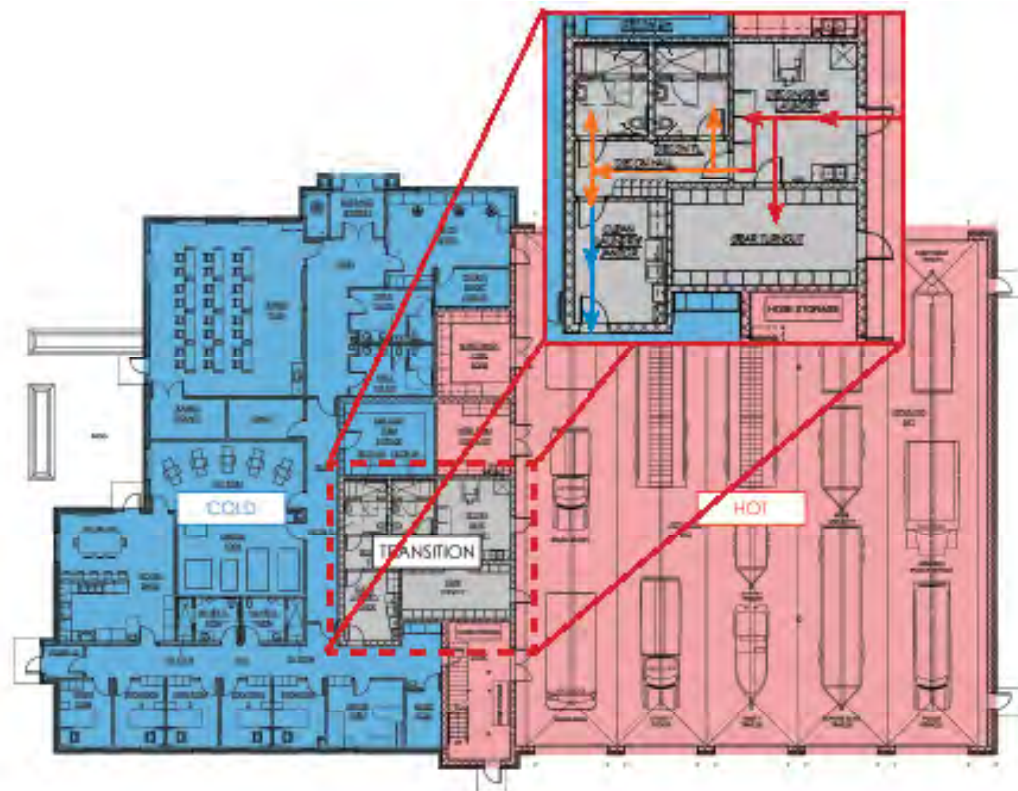
PERSONNEL DECONTAMINATION: EMERGING TRENDS

Over the past decade, there has been an increase of cancer diagnoses for those men and women in the fire services, as well as for their loved ones at home. In an attempt to help keep firefighters and their families healthy, we have created a personnel decontamination process which separates the fire station into zones (hot and cold), and therefore helps to reduce the spread of cancer-causing contaminants.

By constantly pushing the limits and creating (not just following) the emerging trends, we are regularly given the opportunity to speak to our peers and emergency services professionals at conferences throughout the country, as well as published articles in national publications showcasing our unique and user focused decontamination processes.

This process includes decontaminating trucks, gear, and of course, the people. Restricting contaminants to the hot zones and having staff transition to the cold zones ensures that they are free of those contaminants after responding to an emergency.

Our award-winning team members have proven their expertise in the design and development of decontamination spaces.





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MANAGING COST & QUALITY

Given the vast experience of fire station projects, the Five Bugles Design team has an extensive database of station construction cost data. Our estimating procedure is to provide ever more detailed estimates as the design process advances and less and less assumptions are required. Our cost estimating track record is outstanding

We are particularly proud of the fact that when teamed with a third party estimator, or a construction management partner, our Five Bugles Design staff has never had a fire station come in over budget. Per your request that we give specific project data on cost control, we are happy to provide you data from our team's four most recent projects.





Five Bugles Design™

PUBLIC ENGAGEMENT

Public Engagement is critical to our philosophy of gaining project support from project participation. Successful public campaigns are the result of effective planning, transparent communication of a value-based solution, and support at the local level by municipal staff and officials.

- Every community is different and presents a different set of challenges to the communications of project information and project approval processes. We will work with your team to develop a combination of the elements that works best.
- Assistance with social media postings.
- Referendum Assistance.
- Graphics for monthly news letters and websites.
- Produce mailers, postcards, and newsletters to be mailed to public.
- Create fliers to be posted around community.
- Public hearings and neighborhood groups provide opportunities for interactive progress updates with concerned citizens.
- The local press presents an opportunity to present the project in a positive light at chosen times throughout the project.
- Web-based project sites are available to provide meeting notes and project updates.



WHY NOW AND WHY DO THESE NEEDS EXIST?

The needs and the challenges facing the Greenville Fire and Safety department and our community are not unique. The emergency vehicles have increased in size and complexity since the current fire station was built. The requirements and public expectations placed on our volunteer and full-time fire and safety personnel has increased dramatically over that same time period. The number of calls for service has increased and the environment in which we expect our emergency responders to work in has become increasingly more dangerous. The incidence and risk of several types of cancers is significantly higher for emergency personnel who we rely upon to preserve both life and property of those who live, work, or visit our community. The needs of this department has been well documented in studies dating back to 2010. The current Fire and Safety station no longer meets the needs of the department or our community and a new fire station will significantly add to the safety of those who serve.

ESTIMATED TAX IMPACT

Property Value	Annual Impact	Monthly Impact
\$100,000 Property	\$25.00	\$2.09
\$150,000 Property	\$37.50	\$3.13
\$200,000 Property	\$50.00	\$4.17
\$300,000 Property	\$75.00	\$6.25

REFERENDUM AMOUNT \$6,500,000
ESTIMATED AVG MILL RATE OVER 20 YEARS \$25/\$1,000 of Assessed Value

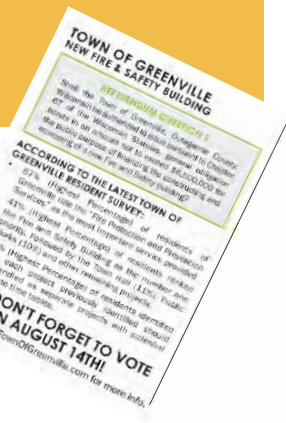
TAX IMPACT ON PROPERTY WITH FAIR MARKET VALUE OF:

The 2015 referendum included two other projects (Town Hall and Public Works) for a total of \$0.5 million. The current referendum being considered specifically addresses the needs of the Fire and Safety department. Independently for an estimated cost of 6.5 million. The cost to construct a new modern fire station has been reduced with this new design and will overcome current and future challenges of the department and community for well over the next 50 years. The costs to construct a new fire station will increase by 3 to 5 percent annually until it is built. The majority of residents surveyed support the need for key aspects of this specific project.

CONTACT US

The Greenville facilities Committee
 Andy Peters, Daan Culbertson, Greg Kuppenhan,
 Amy Vastaris, Dan Dibos, Brad Bergson, Larry Bontio,
 Tim Lambois, Eric Kitowski

Questions, comments or contact us can be directed to:
 Town Administrator - Joel Greggaeski
 (520) 757-5151 or joelg@townofgreenville.com
 Visit: TownOfGreenville.com for more information.



WHY NOW AND WHY DO THESE NEEDS EXIST?

The needs and the challenges facing the Greenville Fire and Safety department and our community are not unique. The emergency vehicles have increased in size and complexity since the current fire station was built. The requirements and public expectations placed on our volunteer and full-time fire and safety personnel has increased dramatically over that same time period. The number of calls for service has increased and the environment in which we expect our emergency responders to work in has become increasingly more dangerous. The incidence and risk of several types of cancers is significantly higher for emergency personnel who we rely upon to preserve both life and property of those who live, work, or visit our community. The needs of this department has been well documented in studies dating back to 2010. The current Fire and Safety station no longer meets the needs of the department or our community and a new fire station will significantly add to the safety of those who serve.

The 2015 referendum included two other projects (Town Hall and Public Works) for a total of \$0.5 million. The current referendum being considered specifically addresses the needs of the Fire and Safety department. Independently for an estimated cost of 6.5 million. The cost to construct a new modern fire station has been reduced with this new design and will overcome current and future challenges of the department and community for well over the next 50 years. The costs to construct a new fire station will increase by 3 to 5 percent annually until it is built. The majority of residents surveyed support the need for key aspects of this specific project.

REFERENDUM QUESTION 1
 Shall the Town of Greenville, Outagamie County, Wisconsin be authorized to issue pursuant to Chapter 67 of the Wisconsin Statutes, general obligation bonds in an amount not to exceed \$6,500,000 for the public purpose of financing the constructing and equipping of a new Fire and Safety Building?

DO NOT FORGET TO VOTE ON AUGUST 14TH!
 Visit TownOfGreenville.com for more info.

THE GREENVILLE FACILITIES COMMITTEE
 Andy Peters, Daan Culbertson, Greg Kuppenhan,
 Amy Vastaris, Dan Dibos, Brad Bergson,
 Larry Bontio, Tim Lambois, Eric Kitowski

Questions, comments or contact us can be directed to:
 Town Administrator - Joel Greggaeski
 (520) 757-5151 or joelg@townofgreenville.com





**Five
Bugles
Design™**

QUALITY PROGRAM

Wendel is certified to ISO 9001:2015 through DNV GL - Business Assurance. Being certified shows an organization's well defined Quality Management System (QMS) that demonstrates a commitment to consistency, continual improvement and customer satisfaction.

Our Quality Policy summarizes how we use our quality systems: "At Wendel, we leverage our values of Team First, Quality, Promises Made Promises Kept, and First Class Communication to continuously improve our quality system, meet applicable requirements, and provide high value to our customers."

QUALITY MANAGEMENT PROCESSES



Quality is designed into our processes from start to finish in order to provide maximum

benefit. As part of the planning process, we assign experienced and knowledgeable professionals to all projects as key components to each design team. These people are part of the "0% Review" meeting, bringing the best personnel from each discipline in at the beginning of each project to clearly identify the approach, risks, boundaries, and creative aspects unique to each project. The project approach **is** then defined and shared with the entire team, creating a "road map" for the project.

We employ a project-centric process that defines quality objectives on a project or program level. This step is incorporated into our project planning process. Every project has an appropriate level plan, and this plan may consist of one page for a small project, or many pages for a large one.

Project plans define the scope, schedule, fee and other project parameters. Key players on the project team are identified and quality assurance checkpoints are planned. When documents require professional seals, the responsible party is identified and either leads the appropriate design elements or is included throughout the project.

QA/QC PROCESS

Milestones are defined to verify and validate that the project is on track to meet the client's expectations of scope, budget, and schedule. They also provide an opportunity for our clients to provide feedback. At each of the milestone QA/QC reviews, we start with each discipline performing a comprehensive review of the client's expectations and all internal requirements by an experienced design professional.

As a second level of review, we perform a coordinated cross-discipline review in order to identify any deficiencies and create closely coordinated documents.



LEED Projects include fire stations in:

- Buffalo, MN
- Marshfield, WI
- Menomonie, WI
- Chisholm, MN

Other LEED Projects within our firm:

- Village of Westfield, NY
- City of Beacon, NY
- Village of Fredonia, NY
- Syracuse, NY
- Village of Horseheads, NY
- City of Phoenix, AZ
- Lynchburg, VA
- Savannah, GA
- Niagara Falls, NY
- Blacksburg, VA
- Rapids, MI
- Lorton, VA
- Binghamton, NY
- Bridgeport, CT

SUSTAINABLE DESIGN

Standard design features include:

- Natural Light
- In-Floor Heat
- Building Envelope Exceeds Building Code Requirements
- Other exciting technologies:
 - Photovoltaics
 - Solar Walls
 - Water Reclamation Systems
 - Green Roofs
 - White Roofs
 - Geothermal
 - Wind Power
 - Purchasing Renewable Energy Credits from Local Energy Co-Ops, Etc.

Our Sustainability Charter identifies both short and long term sustainability goals, and establishes metrics to evaluate our successes, identify areas for improvement, and creates a roadmap for greater engagement in initiatives across departments and offices.

As part of the Wendel Strategic 2020 Plan, a Stewards of the Environment leadership group was created to help drive the “practice what we preach” element into a larger energetic group. Wendel has set six goals to help prioritize sustainability efforts for increasing energy efficiency, increasing staff awareness, increasing engagement with the community, and creating a platform to track and document efforts. Progress will be evaluated annually in conjunction with implementation milestones. The Stewards team provides on the ground support to implement the initiatives, collect data, and lead communication and reporting efforts.

INDUSTRY LEADERSHIP & ENVIRONMENTAL STEWARDSHIP

As a design and construction firm, we recognize that our projects can have a significant impact on the environment and we are passionate about advancing opportunities that raise the bar on sustainability. This carries through into how we operate as a company, how we pursue our work and how we interface with the world in our daily lives. Wendel’s sustainability legacy will be how we respected the environment and our community.



PAST PERFORMANCE

The public safety projects indicated below are an example of the experience our team brings to your project, whether a study or complete design. Everyone of these projects brings with it a certain set of knowledge gained. The underlined projects are facilities that were/are eventually designed and constructed by our team, while the others have been studied and are pending final design. The chart below provided further details on these projects.

PROJECT & COMPLETION:

ONGOING 2022

Cold Spring, MN Fire & Police Department
La Crosse, WI Fire Dept. - Station No. 1
La Crosse, WI Fire Dept. - Station No. 2
La Crosse, WI Fire Dept. - Station No. 4
La Crosse, WI Fire Dept. - Station No. 3
 Chisholm, MN Fire & Police Department
 Wisconsin Rapids, WI Fire Department
 St. Peter, MN Fire Department

PROJECT & COMPLETION: 2021

Farmington, NY Fire Department
Riverside, WI Fire Department
La Pointe, WI Fire Department
Eau Claire, WI Fire Dept. - Station No. 6
Monroe Township, OH Fire Department
Suamico, WI Public Safety Building
 Platteville, WI Fire Department

PROJECT & COMPLETION: 2020

Bloomington, MN Fire Department
Greenville, WI Fire Department
 Fishers, NY Fire Department
Wausau, WI Public Safety Dept.- STA No. 2
 Moorhead, MN Fire Department
 North Port, FL Fire Training Complex

PROJECT & COMPLETION: 2020 CONTINUED

Neenah-Menasha, WI Fire Department
 Edina, MN Fire Department

PROJECT & COMPLETION: 2019

Boyceville, WI Fire Department
Inver Grove Heights, MN Fire Department
Superior, WI Fire Department
Clear AF Base Fire Station, Denali, AK
Wasilla, AK Police Department
 Edgerton, WI Fire Department
 Fredonia, NY Fire Department
 Brainerd, MN Fire Department
 St. Louis Park, MN Fire Department

PROJECT & COMPLETION: 2018

Eau Claire, WI Fire Dept. - Station No. 10
 Elk River Public Safety Study, MN
Red Wing, MN Fire Dept. - Station No. 1
Red Wing, MN Fire Dept. - Station No. 2

PROJECT & COMPLETION: 2017

Bloomington, IL Fire Department
Chippewa Falls, WI Fire Department
Chisago City, MN Fire Department
 Cloquet, MN Area Fire District
 Golden Valley, MN Fire Department
 Hudson, WI Fire Department
 Monticello, MN Fire Department
Normal, IL Fire Department
 River Falls, WI Fire and EMS

PROJECT & COMPLETION: 2016

Janesville, WI Fire Department
 Lehi, UT Fire Department
 Lewiston, MN Fire Department Study
 Mount Horeb, WI Fire Department Study
 Virginia, MN Fire Department Study

PROJECT WORK HISTORY										
Project Name	Completion Date	Size (sf)	Project Type	Project Manager	Client Name/Number	Building Construction Cost				Reason for Change in Price
						Initial Budget:	Pre-bid Estimate:	Bid Total:	Final Cost:	
City of Eau Claire Station No. 10	July 2018	16,450	Fire & EMS	Robert Krzyzanowski	Chris Bell, Fire Chief (715) 839-5012	\$4M	\$4,256,158	\$4,024,274	\$4,130,000	All estimates shown are provided by the Construction Manager for each particular project, however we do have our own in-house estimating team. We take great pride in that since Five Bugles began, we have never had to redesign or rebid a project because it came in over the projected budget. Our final costs are always well within the 5% project contingency and our change order average is well below the industry standard of 3%. It is also important to note that these costs are for ALL changes during construction, including Owner Requested Changes.
Chippewa Falls Station No. 2	April 2017	20,000	Fire & EMS	Robert Krzyzanowski	Lee Douglas, Fire Chief (715) 723-5710	\$4M	\$3,888,822	\$3,799,862	\$3,931,997	
Wausau Fire Station No. 2	February 2020	15,230	Fire & EMS	Robert Krzyzanowski	Robert Bardeck, Fire Chief (715) 261-7903	\$5.5M	\$4,174,156	\$4,507,715	\$4,669,168	
Suamico Fire Station	February 2021	22,050	Fire & Private EMS	Robert Krzyzanowski	Alex Kaker, Administrator (920) 434-2212	\$5.5M	\$5,750,000	\$4,885,877	\$5,002,133	
Greenville Fire & Safety	December 2019	24,680	Fire	Robert Krzyzanowski	Eric Kitowski, Fire Chief (920) 757-5151	N/A	\$6,000,000	\$5,914,700	\$6,500,000	

Station Highlights:

- 22,550 sf
- Training Center
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room

\$5,000,000

New Construction

Spring 2021

Alex Kaker

City Administrator

12781 Velp Avenue

Suamico WI 54313

940.434.2212

villageadministrator@suamico.org

PAST PERFORMANCE

Suamico New Fire & EMS Station Suamico, WI

Upon completion of an existing facility assessment, the Village of Suamico retained the services of Five Bugles Design/Wendel to design its new 22,550 sf central station.

This two-story station was designed with function and the future in mind. The first floor of the facility features a small administration wing, large training room, apparatus support spaces, personal decon spaces, and a paid-on-call volunteer check-in area. Designed to have four apparatus bays as a base bid, two additional bays we added as an alternate in the bidding process. An additional future garage space was planned to be added to the facility's east side. This future garage would house smaller vehicles, freeing up space in the apparatus bay for larger equipment.

Accessed by the hose training tower, the second floor of the facility is private living quarters for personnel only.

Currently operating as a volunteer department, true living quarters were not needed. However, emergency medical services (EMS) for the Village is provided through Brown County EMS. Working together, it was determined that the second floor of the facility would be built out and rented to Brown County for use by its full-time staff. A mezzanine space was designed to be retrofitted into additional dorm spaces if the Village moves from a volunteer to a career model in the future. Second floor living quarters include dorm rooms, day room, kitchen, dining, and exercise space, which was placed here so that city employees could use it without having access to the rest of the facility or the living quarters.



Station Highlights:

- 24,680SF
- Volunteer Station: Fire & EMS
- 6 Drive-through apparatus bays dedicated to Fire
- Training Center
- State-of-the-Art Decontamination zone
- Exercise Room
- Shell-out space for future living quarters

\$6,200,000

New Construction

December 2019

Eric Kitowski
Deputy Chief
W6860 Parkview Drive
Greenville, WI 54942
(608) 358-1942
Ekitowski@townofgreenville.com

PAST PERFORMANCE

Greenville Fire & Safety Greenville, WI

The Town of Greenville selected the Wendel/Five Bugles Design team to provide a feasibility study and assist in referendum support for replacing their existing central fire station. While working with another architectural firm, the Town experienced a 70/30 failed referendum in 2015. Our team was then hired to reconsider the Town's needs while reducing the size and cost of the proposed station. The result of these reductions and our informational campaign resulted in a successful 58% supported referendum in the Fall of 2018.

Immediately following the successful referendum, the Wendel/Five Bugles Design began design of the new 24,680 S.F. volunteer fire station.

This new facility will include a training room, training tower, administrative offices, exercise room, state-of-the-art decontamination area and six drive-through apparatus bays.

With an eye on the future, the project also includes building out the exterior shell for future living quarters (2,290 sf) to be completed when the need arises. Future living spaces will include six dorm rooms, a day room, kitchen and dining room, until then this shelled out space will serve the department as a training space.



Station Highlights:

- 20,000SF
- Central Station
- Career Station: Fire & EMS
- 6 Drive-through apparatus bays
- Training Center
- Training Tower
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Exercise Room

\$4,000,000

New Construction

Spring 2017

Lee Douglas

Fire Chief

211 Bay Street

Chippewa Falls, WI 54729

715.723.5710

PAST PERFORMANCE

Chippewa Falls Fire & EMS Station Chippewa Falls, WI

The City of Chippewa Falls selected Five Bugles Design to provide a comprehensive G.I.S. Site Selection Study as well as Architectural Design Services for the City's new Central Fire Station. Located on the City's east side, its location with immediate access to two highways provided the opportunity to adequately serve the growth on the South side of Chippewa, but also reach the industrial park on the City's North side.

This facility is home to the Fire administration, as well as the Fire Secretary and the Fire Inspection Department.

The City's rich history and culture was reflected throughout the facility's architectural design.

Beautiful exposed wood beams in both the entry lobby and the predominate training tower were designed to reflect the Northwoods feel that is so proudly displayed at local businesses.

A large bronze bell is proudly displayed at the front of the station. This bell was forged in 1882 and was used by citizens and firefighters when smoke or fire was detected as an alarm system. The departments crest was also cast into stone medallions and installed into the station's exterior. Finally, a bronze sculpture is showcased in the lobby which symbolizes the front line of action.

The project was completed in April 2017, on time and under budget.



Station Highlights:

- 16,450SF
- Career Station: Fire & EMS
- 5 Drive-through apparatus bays
- Training Center
- State-of-the-art Decontamination zone
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Shielded Patio
- Exercise Room

\$4,130,000

New Construction

July 2018

Chris Bell
Fire Chief
216 South Dewey Street
Eau Claire, WI 54701
(715) 839-5012

PAST PERFORMANCE

Eau Claire Fire Station No. 10 Eau Claire, WI

In 2017, the City of Eau Claire selected Five Bugles Design, a division of Wendel, to be the architect on a new satellite station, replacing existing Fire Station No. 10 on the city's East Side. Replacement of Station No. 10 had been determined during a Lifecycle Analysis Study of the existing station, also performed by Five Bugles. This study revealed a myriad of issues; most notable were its location on an extremely busy intersection making it difficult to pull into and out of the drives, its landlocked site making expansion impossible, and both the size and condition of facility itself which no longer met the needs of the department.

Special consideration in this project was taken with the location of and preparation of the selected site. As with nearly all fire stations designed by Five Bugles, our team performed a comprehensive GIS study to determine which site would serve the City and the Department the best. The site, which was selected based on its location, accessibility, and availability, was a densely vegetated site that due to a ravine had been used by locals as a waste disposal area in the early 1900's.

Geo-technical data indicated that approximately half of the proposed facility could be placed in the northwest quadrant of the property which was comprised of virgin soils, while the other half would be placed over the former waste land. In order to prepare the waste land to receive this new facility, the ground was excavated to depths of 30' to remove materials, and a Phase 2 Environmental Site Assessment was completed indicating the need for a passive vapor system to be installed under the building slab.

Services provide by Wendel and Five Bugles Design included architectural design, GIS, and a Life Analysis Study. This project was bid in the late summer of 2017, construction began shortly afterwards, and the station opened in July of 2018.



Station Highlights:

- 33,000 SF
- Central Station
- Career Station: Fire & EMS
- 8 Drive-through apparatus bays
- Training Center
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Shielded Patio
- Exercise Room
- Station Alerting System

\$6,000,000

New Construction

Spring 2016

James Ponkauskas,
Deputy Fire Chief
303 Milton Avenue
Janesville, WI 53545
608.373.3433
ponkauskasj@ci.janesville.wi.us

PAST PERFORMANCE

Janesville Fire & EMS Station Janesville, WI

The City of Janesville hired Five Bugles Design to replace its aging Central Fire Station. While the location of the existing station on Milton Avenue was determined by GIS study to be the most desirable location, the site was too small. The size of the site and how to continue operation of the existing station during construction became the projects primary consideration.

Through extensive planning, it was determined that in order to position the new facility in this location, the City needed to purchase several adjacent properties and remove the residential homes upon them as well as vacate a small street on the northwest side of the property.

By razing these facilities, the new station was able to be placed to the north of the existing facility, which allowed the continued 24/7 operations throughout construction.

The new 33,000 sf station reflects the original station in its architectural styling, further reflected by the reuse of a fire pole from the original station.

This station bid early in 2015 and opened to the public April 1, 2016. Though this project had its challenges, the end result beautified the intersection of Milton and Centerway, allowing it to truly become the Gateway to Janesville's Downtown.



Station Highlights:

- 15,233SF
- Career Satellite Station: Fire & EMS
- 4 Drive-through apparatus bays
- Training Center
- Training Tower
- State-of-the-Art Decontamination zone
- Exercise Room
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room

\$4,600,000

New Construction

Spring 2020

Robert Barteck, Fire Chief
Wausau Fire Department
606 E Thomas Street
Wausau, WI 54403
(715) 261-7901
robert.barteck@ci.wausau.wi.us

PAST PERFORMANCE

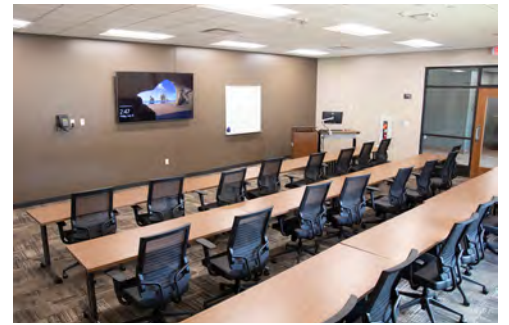
Wausau Fire Station No. 2 Wausau, WI

The City of Wausau selected the Wendel/ Five Bugles Design team to design a replacement facility for the existing station no 2 which serves the city's west side. Through GIS study the ideal site location for this new station was located on Highway 52. Due to the predominance of this location, this new station was designed to serve as a gateway into the Downtown.

This satellite station features complete living quarters with 6 dorm rooms, a training room, a training tower, and exercise room, as well as a state-of-the-art decontamination area and four drive-through apparatus bays.

Though public access will be limited to this station, it was designed to have a community zone with access to public toilets and the training room while the rest of the station will remain secure from the public.

Construction began in Summer 2019 with final completion in Spring 2020.



Station Highlights:

- 44,000SF
- Career Station: Fire & Private EMS
- 6 Drive-through apparatus bays dedicated to Fire
- 2 ambulance bays
- Training Center
- Public Museum
- Decontamination zone
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room
- Exercise Room

\$9,180,000

New Construction

July 2015

Bill Burns

Verona City Administrator (former)
City of Middleton
7426 Hubbard Ave. Middleton, WI
53562 bburns@ci.middleton.wi.us
608.821.8356

PAST PERFORMANCE

Verona Fire & EMS Station Verona, WI

Following a study of their existing facility and with consideration to their rapidly growing community, it was determined that the City of Verona needed to replace their existing fire station. The new facility would allow their volunteer station to become a career station with additional paid-on-call staff. This station also has the unique partnership with the Fitch-Rona EMS; a private paramedic EMS program that serves both the Verona and the nearby Fitchburg area with ALS delivery services.

During the study, it was determined that the existing location was ideal for the new station. However, the existing station needed to remain in use during construction and still allow the best orientation for the new station to serve the community in the future.

The new station was placed to allow the apparatus bays in the existing station to re-main in use until the new station was complete, while the administration offices were relocated to trailers on site, allowing for continued 24/7 response throughout construction.

The architectural design was the result of numerous public presentations and open house forums throughout the design process. Community leaders stated that they wanted this new station to be, "...the standard of construction that we wish to see as the community grows."

This project was bid in April of 2013 and opened to the public July 1, 2015.



Station Highlights:

- 37,000 Square Feet
- Training Center
- Living Quarters
- EMS
- LEED Gold

\$4,800,000

New Construction

2010

Scott Owen, Fire Chief
City of Marshfield Fire Department
412 East Fourth Street
Marshfield, WI 54449
715.486.2090

PAST PERFORMANCE

Marshfield Fire & EMS Station Marshfield, WI

Steve Gausman and Robert Krzyzanowski assisted the Marshfield Building Committee in reviewing fifteen various sites within the stipulated geographical area. Space Programming sessions were conducted with the Building Committee over multiple dates. As a result of this study, Marshfield Fire and Rescue decided to move ahead with a 37,000+ SF facility, completed on schedule and under budget. The proposed design was constructed as an urban infill project on a downtown site that accommodates several sustainable features. The City of Marshfield is a leading proponent of sustainability and achieved a LEED Gold certification for this facility.

The Architectural Design was the result of numerous public presentations and open house forums during both programming and schematic design phases of the project.

Additionally, the building's design further resulted from meetings with the local Historical Society to incorporate design elements of past Marshfield buildings. Public Relations techniques included interviews on Public Radio.



Station Highlights:

- 21,240SF
- Career Station: Fire & EMS
- 1 Drive-through Fire Apparatus Bay
- 3 Fire Apparatus Bays
- 4 EMS Apparatus Bays
- Training Center
- Training Tower
- Exercise room
- 8 dormitories
- Kitchen
- Dining Room

\$3,800,000

New Construction

2016

David Wegener, Fire Chief
Ashland Fire Department 300
Stuntz Ave
Ashland, WI 54806
715.682.7052
dwegener@coawi.org

PAST PERFORMANCE

Ashland Fire & EMS Station Ashland, WI

After working with Five Bugles Design for over 12 years on multiple studies, the City of Ashland passed a resolution to design and build a new central fire station.

Located on the Chequamegon Bay of Lake Superior, the Ashland Fire Department serves Ashland, as well as numerous other surrounding areas to which they provide mutual aid. This location also requires high levels of specialty training including hazmat and ice rescue. Because of this, a large emphasis was placed on the design to incorporate a training room, exercise room, training tower and a mezzanine space that can be used for training purposes.

The site selected for the new station, though ideal for response times, limited the size and configuration of the station. Due to these restrictions, only one apparatus bay was created as a drive through. With the other seven bays as single access bays, the workshop, compressor, a decon toilet room, decon laundry room, and gear turnout were all able to be placed along the back wall of the bays.

Bidding for this project was in the spring of 2015 with final completion and Owner occupancy the following year.



Station Highlights:

- 22,480 sf
- Volunteer/Career Station: Fire & EMS
- 6 Drive-through apparatus bays
- Training Center
- Dormitories with pass-through gear lockers
- Kitchen
- Dining Room
- Day Room

\$8,500,000
(Schematic Design OPCC)

New Construction

Ongoing

Dylan LaBrake
Farmington Volunteer Fire Assoc
Station #2
dylanlab@gmail.com
585.794.3465

PAST PERFORMANCE

Farmington Volunteer Fire Station #2 Farmington, NY

Following a feasibility and site analysis performed by the Five Bugles Design/Wendel team in 2019, the Town of Farmington Volunteer Fire Association selected a preferred site for a new station to replace their existing Fire Station #2. The new building would allow their volunteer station to expand to better serve the community and also allow them the flexibility to someday become a career station with additional paid-on-call staff. This station provides fire and rescue services within the Town of Farmington while providing Mutual Aid to the surround towns of Canandaigua, Macedon, Manchester, and Victor as well as the neighboring Counties of Monroe and Wayne. The Architectural Design was the result of numerous public presentations and open house forums during both programming and schematic design phases of the project.

The Five Bugles Design/Wendel team continued their partnership with the Volunteer Fire Association, and developed a schematic design report, schematic design plans and an Opinion of Probable Construction Cost. The schematic design report included narratives and plans for Architecture, Structural, and Site Civil, and included brief narratives of proposed systems for Electrical, Mechanical, Plumbing, Zoning, and NYS SEQR. The final report and plans give the Association the necessary tools to start discussions with the Town and various approval agencies. They are also well-positioned to start the fund-raising process to move forward with design and construction.



Station Highlights:

- 4 Drive-through apparatus bays
- Training Center
- State-of-the-art Decontamination zone

Anticipated \$6.5M Total

New Construction

Ongoing (June 2022) Est.

Brigid Murphy
City Administrator
27 Red River Avenue S
Cold Spring, MN 56320
320-685-3653
bmurphy@coldspring.gov

PAST PERFORMANCE

Cold Spring Public Safety Building Cold Springs, MN

The City of Cold Spring hired Wendel, home of Five Bugles Design, after an independent assessment of their current Fire and Police station recommended its replacement.

The Five Bugles team is now in the early phases of designing the new Public Safety Building for the City's the full-time police department and the volunteer fire department. Budget, efficiency of space, and workflow are the primary drivers in the design of this new facility. Special attention was paid to consolidate space used between the two departments, with all shared spaces located in the central core of the facility.

Directly off a secure lobby will be a community training room, a soft interview room, public restrooms, and an administration desk large enough to accommodate two people in the future. Both departments have direct access to their spaces off the lobby, as well as access to a joint work and copy area.

The police department is efficiently comprised of private offices, a break room, and a large command conference room wrapping around an open office for patrol officers.

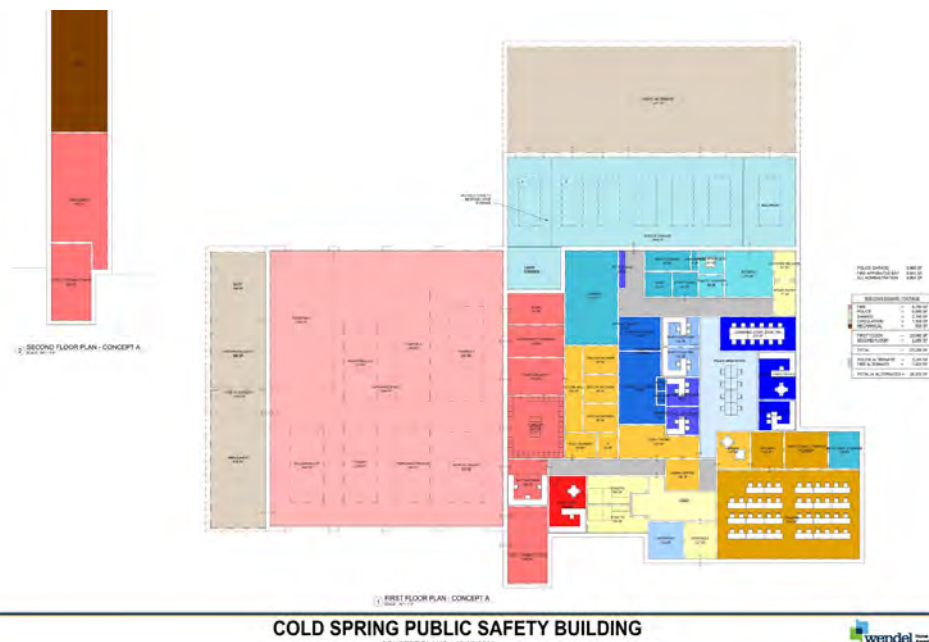
A booking area with a hard interview room is located off the departments sallyport and garage, with a direct exterior exit for detainee dispatch.

The department spaces also include a large evidence intake and storage space, an all-gender open locker room, gun cleaning, and a private quiet room to allow officers a personal space.

The police locker room is designed to be able to share three individual showers and a residential laundry room with the fire department to help reduce redundant fixtures spaces between the departments.

Located off the fire departments four-bay apparatus bay, with an alternate for a fifth bay, is a multi-purpose tower that will be used for training, hanging hoses to dry, and as access to the mezzanine. A state-of-the-art personal decontamination zone will include PPE storage, gear laundry, SCBA cleaning, showers, and residential clothing laundry spaces. A work shop and a watch comm office will be located just off the apparatus bay, with an adjacent large private office for the fire chief.

With design underway, the Cold Spring Public Safety Building bid in the Spring 2021 with final completion in the Summer 2022.



COLD SPRING PUBLIC SAFETY BUILDING



Station Highlights:

- Six Apparatus Bays
- Training Room
- Training Tower
- State-of-the-art Decontamination
- Living Quarters for Five

Cost: 4,500,000

Construction, Completion 2021

Rob Bowen, Fire Chief

211 Grand Ave.

Rothschild WI 54474

Office (715) 359-3500

Cell (715) 370-4134

PAST PERFORMANCE

Riverside Fire Station Schofield, WI

After the consolidation of two fire departments into the Riverside Fire District, it was determined that a new facility should be designed and constructed. Five Bugles Design worked with the design committee to review numerous sites in terms of their constructability and response times. Ultimately, it was determined that the new facility would be constructed on the site of the former Rothschild Fire Station. This challenging site requires the razing of three structures, and the installation of a sheet piling wall to the north of the structure.

our lockers, storage, SCBA cleaning, and a mezzanine accessible by the training tower on the front of the facility. This tower will serve to dry hoses and will allow training opportunities for this department, while creating a stunning architectural feature on the public side of the facility. Also included in the station is a large community room, offices for the District, living quarters for five, and a state-of-the-art personal decontamination zone.

The project was completed in 2021.

This new station features a two-door apparatus bay for the Districts' EMS response vehicles, and a four-door apparatus bay for the Fire response vehicles, with space between them for turn



Station Highlights:

- Six Apparatus Bays
- Training Room
- Exercise Room
- State of the Art Decontamination
- Living Quarters for Eight

\$4,500,000

Construction Completed: 2021

Dudley H. Wright, Fire Chief
24 S. Oregon Street Johnstown Ohio
43031-1200
Station Phone: (740) 967-2976
Cell: (740) 404-3980
firechief@monroetownship.org

PAST PERFORMANCE

Monroe Township Fire Station Johnstown, OH

Located in Johnstown, Ohio, the Township of Monroe hired Five Bugles to design a new Fire/EMS Station, replacing their existing station 501. This six-bay station features state-of-the-art personal decontamination zone, a training room for fifty, administration quarters for the department and the Township, and living quarters for eight.

The front of the facility boasts a striking two-level, tower-like structure, which allows for an interior mechanical room, and mezzanine storage, while providing a break from the surface plane of the front façade.

The locally sourced brick waistcoat is a wonderful example of how to enhance a pre-engineered metal building with texture and add color while maintaining a conscientious budget. Large windows above the glass overhead doors will flood the apparatus bay with natural light.

With design beginning in the summer of 2019, the project went out for bid in the spring of 2020, and is scheduled for substantial completion in February 2021.





Key Individuals — Qualifications & Experience

SERVICES

Building Assessment
Feasibility Studies
Predesign
Master Planning
Architectural Design
GIS - Site Analysis & Planning
LEED® Sustainable Design
Conceptual Design
Design Development
Construction Drawings
Construction Administration
Interiors

AFFILIATIONS & SPONSORSHIPS

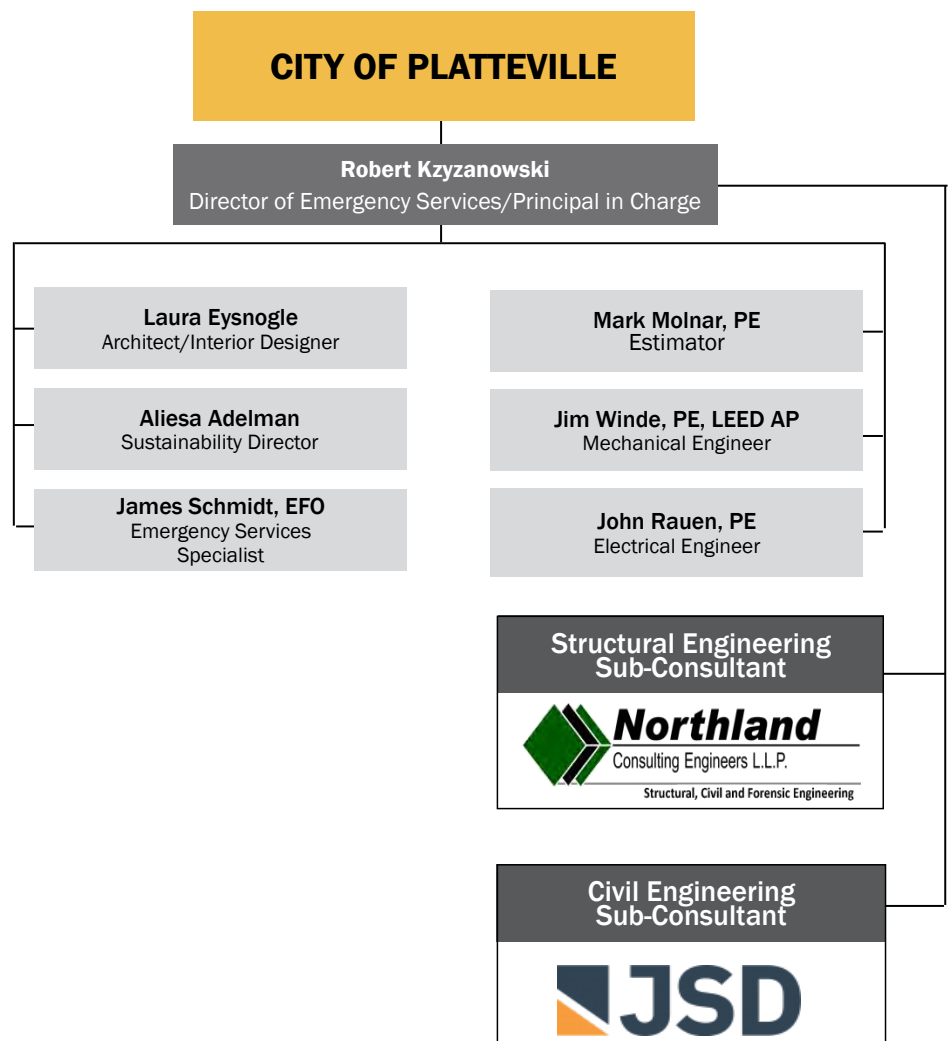
Silver Level Sponsor – WHEA
Green Business - Recognized by the Eau Claire Chamber
Platinum Sponsor – Wisconsin Fire Chief's Association
Bugle Sponsor - Minnesota Fire Chief's Association

TEAM OVERVIEW

The Five Bugles Design team has years of experience working together on stations, and station design.

On the following pages we have included the resumes of our team members that will serve you on this project. As mentioned in the proposal, we pride ourselves in the quality of serve and the level of attention we provide to each of our clients. These team members were selected based on a balance of talent, experience, and their availability to provide you the best experience possible.

ORGANIZATIONAL CHART



Robert Krzyzanowski



Director of Emergency Services/Principal in Charge

As the Director of Emergency Services for Wendel, home of the award-winning Five Bugles Design, Robert oversees all emergency services projects throughout the Country for all Wendel offices. He has over 20 years of experience working on public projects, and has been involved in over 60 emergency services projects in the past four years, and close to 100 during his career.

Robbie will oversee the clients' expectations from ground breaking to the ribbon cutting and will ensure the client experience exceeds their overall needs. He understands that the team's next project relies on the current projects overall success and takes pride in pushing the project to its overall final environment as a facility where seconds count.

Robbie's experience includes a variety of emergency service buildings of various sizes from a 2,880-square-foot addition to the Lafayette Fire Station in Chippewa Falls, Wisconsin, to the 43,000-square-foot fire station in Verona, Wisconsin. This vast array of experience allows him to assist owners in constructing buildings that meet their specific space needs, functionality and building type requirements.

Project Experience

Fire/EMS Design Experience

- Ashland, Wisconsin
- Bellevue, Wisconsin
- Bloomington, Illinois
- Bloomington, Minnesota
- Chippewa Falls, Wisconsin
- Chisago City, Minnesota
- Chisholm, Minnesota
- Cloquet, Minnesota
- Cold Springs, Minnesota
- Eau Claire, Wisconsin
- Elkhart Lake, Wisconsin
- Farmington, New York
- Fitchburg, Wisconsin
- Greenville, WI Fire Department
- Inver Grove Heights Fire Department
- Janesville, Wisconsin
- Jefferson, Wisconsin
- Kenosha, Wisconsin
- La Crosse, Wisconsin
- Ladysmith, Wisconsin
- Lehi, Utah
- Lewiston, Minnesota
- Marathon City, Wisconsin
- Marshfield, Wisconsin
- Middleton, Wisconsin
- Milton, Wisconsin
- Monroe, Ohio
- Mount Horeb, Wisconsin
- Normal, Illinois
- Red Wing, Minnesota
- Rib Mountain, Wisconsin
- River Falls, Wisconsin
- Stewartville, Minnesota
- Stoughton, Wisconsin
- Suamico, Wisconsin
- Superior, Wisconsin
- Verona, Wisconsin
- Wausau, Wisconsin

Associate Principal

Education

Associate Degree, Drafting and Design Technology, Winona Technical College
Winona, Minnesota (1998)

Continuing Education

Project Management Bootcamp
PSMJ Resources, Inc.
Presented by Alan Bollinger
St. Paul, Minnesota

LEED for New Construction
Como Park Zoo and Conservatory
Saint Paul, Minnesota

Awards

Chippewa Falls Fire Station
2018 Firehouse Station Design Award

Eau Claire Fire Station
2018 Firehouse Station Design Award

2017 Station Design Judge
Firehouse Magazine
Station Design Awards

Verona Fire and EMS
2016 Firehouse Station Design
Shared Facilities Notable

Years of Experience

21 years



Five Bugles Design[™]



Laura Eysnogle, AIA, CID, WRID

Architect/Interior Designer

Laura joined the Wendel team with 14 years of experience in public sector interior design, space planning, and architectural design. She works with clients from project conception through the ribbon cutting phases balancing the importance of efficiency and durability with adaptability and aesthetics. With a background in all community and public sector projects, Laura understands the need for spaces to perform in their most efficient manner and to be a good steward of the tax payer's dollar yet still provide the community with a facility that they can be proud of. Laura feels that the most rewarding part of her job is listening to clients, working to successful solutions, and finally watching as the community embraces their new facility. Laura's experience includes a variety of projects from a new 14,000 sf Laramie #3 Fire Station to a 65,300 sf renovation / 67,650 sf addition to a high school to strategic planning for the 1.6 million assignable square feet for a major research university. Her experience in new construction, renovations and strategic planning has allowed her the opportunity to consider projects from every aspect. What was the project yesterday, what is it today, and what will it be tomorrow.

Licenses & Certifications

Registered Architect, WI
Registered Interior Designer, WI
Certified Interior Designer

Education

University of Wisconsin-Stout,
Bachelor of Fine Arts: Interior Design

Affiliations

Eau Claire Chamber of Commerce -
Leadership Eau Claire, Class of 2019

Girls on the Run Assistant Coach,
Spring 2019

Active member of the Young
Professionals of the Chippewa Valley

Years of Experience

14 years

Project Experience

- Cold Spring Public Safety Building, Cold Spring, MN
- Town of La Pointe Emergency Services Building, WI
- Monroe Township Fire Station, OH
- Suamico Fire Station, WI
- Chisholm Emergency Services Building, MN
- La Crosse Fire Department, WI
- Wisconsin Rapids Fire Department, WI
- City of Laramie, Fire Station #3 (New Building), Laramie, WY
- City of Cheyenne, Board of Public Utilities New Office Building, Cheyenne, WY
- City of Eau Claire, South Entry Replacement, Eau Claire, WI
- City of Laramie, Fire Station #3, New Building, Laramie, WY
- City of Cheyenne, Board of Public Utilities New Office Building, Cheyenne, WY
- Lake Dillion Fire & Rescue, New Public Works Facility, New Fire Station Study & Conceptual Design, Lake Dillion, CO
- Cottage Police Public Works & Parks & Recreation Facility Remodeling, Furniture Selection & Procurement Assistance, Cottage Grove, WI
- City of Eau Claire, South Entry Replacement, Eau Claire, WI
- Plate Valley Fire Protection District, New Fire Station Study & Conceptual Design, Kersey, CO
- School District of Ashland, High School Addition & Remodeling, Middle School Addition & Remodeling, Furniture Selection & Procurement Assistance, Ashland, WI
- School District of Bloomer, Referendum Assistance, Middle School Addition & Remodeling, Bloomer, WI
- School District of Cashton, Middle/High School Addition & Remodeling, Elementary School Addition & Remodeling, Furniture Selection & Procurement Assistance, Cashton, WI





Aliesa M. Adelman, CSDP, LEED AP BD+C, CRM

Director of Sustainability

Aliesa Adelman is Wendel's Director of Sustainability who collaborates with the architectural, engineering, and planning teams to analyze opportunities for integrating sustainable design, principles, and technologies into projects. Ali is a Certified Sustainable Development Professional, LEED BD+C Accredited Professional, with additional training as a Building Analyst, Building Envelope Specialist, and Carbon Reduction Manager. Aliesa currently serves on the Board of Directors for the U.S. Green Building Council New York Upstate Chapter, the Western New York Sustainable Business Roundtable, the Partners for a Livable Western NY, and Vision Long Island. She also serves on the Buffalo Niagara Partnership Energy Committee and the American Public Transportation Association Sustainability Committee. Aliesa's work focuses on resilience through energy and transportation efficiency planning as well as sustainable development, including LEED project certification.

Associate Principal

Licenses & Certifications

Fitwel Ambassador

Carbon Reduction Manager

Certified Sustainable Development Professional

GPRO Fundamentals of Building Green Instructor

LEED Accredited Professional Building Design + Construction

Education

BA, Environmental Science, University at Buffalo

MS, Secondary Education, D'Youville College

Years of Experience

20 years

Additional Training

Association of Energy Engineers, Certified Carbon & GHG Reduction Manager

Building Analyst Certification

Building Envelope Specialist Certification

GHG Management Institute, Organizational GHG Accounting

GHG Management Institute, Project Level GHG Accounting

Project Experience

Watertown, CT – Connecticut DOT, Waterbury Maintenance Facility

Schenectady NY – NYS DOT, Schenectady Intermodal Station

Springfield, MA – PVTA, Bus Maintenance Facility

Chicago, IL – SCR Medical, Administration & Operations Facility

Tampa, FL – HART, Heavy Maintenance Facility

Blacksburg, VA – Virginia Tech, Multi-Modal Transfer Facility

Bridgeport CT – Greater Bridgeport Transit, Bus Maintenance Facility

Lynchburg VA – GLTC, Operations & Maintenance Center

Chautauqua NY – Chautauqua Institution, Amphitheater

Buffalo, NY – Buffalo & Fort Erie Public Bridge Authority, Peace Bridge Building Design

Niagara Falls, NY – Fire Department of Niagara Falls, International Intermodal Station





James Schmidt



Emergency Services Specialist

James Schmidt's career began in 1979 as a Fox Valley Technical College (FVTC) cadet firefighter at the Town of Grand Chute and Oshkosh Fire Departments. In 1982, Jim was hired by the City of Marshfield Fire and Rescue Department as a Firefighter/Emergency Medical Technician. He worked his way up the ranks and as a Deputy Fire Chief responsible for a number of programs and duties including emergency response and management of career Fire/EMS personnel, coordination of the Fire Investigation Program, Special Operations Training/Response (Hazardous Materials, Elevated Rescue, Confined Space Rescue, Trench Rescue), and the development of a Regional Training Center.

Licenses & Certifications

Executive Fire Officer
Emergency Medical Technician
Wisconsin State Fire Inspector
Hazardous Material Response Technician
Wisconsin Fire Service Instructor I

Education

Associate Degree
Fire Science Technology
Fox Valley Technical College
Appleton, WI

Business Administration
Lakeland College
Plymouth, WI

Executive Fire Officer (EFO)
Program Graduate
Emmitsburg, MD

Professional Associations

(Past and Present)

International Association of Fire Chiefs
National Fire Protection Association
Wisconsin State Fire Chiefs Association
North Central Fire Chiefs Association
International Association of Arson Investigators
Wisconsin Association of Hazardous Materials Responders
Wisconsin Emergency Medical Technician Association
Wisconsin Technical College System
Fire Service Advisory Board on Education and Training - Co-Chair

Years of Experience

42 years

In 2007, Jim was promoted to Fire Chief and is most proud of the relatively small part he played in changing the culture of the department. In addition, under Jim's direction, the department was able to add staff and build Wisconsin's first Gold LEED Central Fire Station in Marshfield. Shortly after completing the National Fire Academy's Executive Fire Officer (EFO) program, Jim was able to continue moving the department forward by reducing the city's Insurance Services Office (ISO) rating and embracing many state and federal grant opportunities to help off-set the costs of new Personal Protective Equipment (PPE), a Medium Duty Rescue Truck, Self-contained Breathing Apparatus (SCBA's), and SCBA Air Compressor.

In 2013, Jim retired as the Fire Chief of the City of Marshfield but has remained active in the fire service. Jim joined the Town of Rock Volunteer Fire Department as a Safety Officer/First Responder and authored the department's Standard Operating Guidelines, became a State Representative for the Wisconsin Technical College Fire Service Training section, accepted an interim Fire Chief position with the Rothschild (Combination) Fire Department (2015), Interim Fire Chief with the Town of Rome (Volunteer) Fire Department (2016). In addition, Jim started a consultant business specializing in assisting communities in the fire chief hiring process, mentoring new fire chiefs and upper level managers, and the consolidation of fire departments.

Project Experience

Wausau, WI – Fire Station Design, Police Station Remodel
Chisholm, MN – Fire Station Design, City Hall Design, Joint Training Facility Design
Bloomington, MN – Fire Station Designs (Five)
Greenville, WI – Fire Station Design & Referendum Assistance
St. Peters, MN – Fire Station Design
Town of Superior, WI – Fire Station Design
River Falls, WI – Fire Station & EMS Station Design
Williams Bay, WI – Fire Station Design
Elk River, MN – Fire Station Designs (Three), Police Station Remodel, Joint Training Facility Design



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Mark Molnar, PE

Estimator

Mark is the Director of Construction and Project Management at Wendel. He has over 34 years of experience in the planning, design and management of multi-discipline facilities projects of all sizes, including gaming/ hospitality, public transit and commercial projects throughout the United States. Mark is well versed in a variety of project delivery methods, including traditional design bid build, contractor led construction management and professionally led construction management. He is experienced at acting as an owner's representative/owner's project manager for design and construction projects. Mark helps owners understand all of their options and assists them with choosing the delivery method that best fits their project needs.

Project Experience

Lancaster Police Garage, Lancaster, NY
Lewiston Fire Co. No. 1, Lewiston, NY
Wright's Corners Fire Hall, Lockport, NY
Eden Emergency Squad Building, Eden, NY
Grand Island Fire Company, Grand Island, NY
Bowmansville Fire Company, Bowmansville, NY
Pine Hill Fire Company, Cheektowaga, NY
Eggertsville Hose Company, Eggertsville, NY
Forks Fire Company, Cheektowaga, NY
Town of Lockport Court and State Police Building, Lockport, NY
Kenworth NE CNG Garage Upgrades, Rochester, NY
St. Cloud Metropolitan Transit Commission, St. Cloud MN
La Pointe Emergency Services Building, La Pointe, WI
Riverside Fire Station, Rothschild, WI
La Crosse Fire Station No. 2, La Crosse, WI
La Crosse Fire Station No. 4, La Crosse, WI
Cumberland Hospital, Cumberland, WI

Principal

License

Professional Engineer - NY, VA, MD,
MN, D.C., AZ, NCEES

Education

ME, Civil Engineering, University at
Buffalo, The State University of New
York

BS, Civil Engineering, University of
Notre Dame

BA, Mathematics, Saint Vincent
College

Affiliations

Design Build Institute of America

Distinctions

New York State Facilities Journal,
"Trouble Shooting Masonry Buildings"

Years of Experience

34 years



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James Winde Jr., PE, LEED, AP

Mechanical Engineer

Jim has over 20 years of engineering and project management experience. His design experience includes a creative and cost effective, budget conscience approach to existing facility renovations, upgrades and energy improvements. He also has heating, ventilating and air conditioning systems expertise for new and existing buildings. Mr. Winde has acted as program manager/project manager for the University at Buffalo engineering term agreement in 2005-2008, as well as for similar VA, University at Buffalo and SUCF term contracts. He has successfully completed well over 50 renovation/upgrade projects ranging from \$50,000 to \$60 million.

Senior Associate Principal

Licenses & Certifications

Professional Engineer, NY

Professional Engineer, OH

LEED Accredited Professional

Education

BS, Architectural Engineering
Technology, Vermont Technical
College

AAS, Architectural Engineering
Technology, Alfred State College

Years of Experience

27 years

Additional Training

ANGI CNG Fuel Station Training

NGVi CNG Fuel Station
Operation and Maintenance
Training

NGVi CNG Fueling Station Design
Training

Select Experience

La Pointe Fire Station, La Point, WI

Chisholm Fire Station, Chisholm, MN

Greenville Fire Station, Greenville, WI

South Line Fire Training Facility, Cheektowaga, NY

VA WNY Health Care System, Mental Health Unit Renovation Ward 10A, Buffalo, NY

VA WNY Health Care System, 13th Floor Heating Modifications and Abatement, Buffalo, NY

VA WNY Health Care System, PET/CT Suite Renovation, Buffalo, NY

VA WNY Health Care System, Café Improvements, Buffalo

Cattaraugus County, Franklinville DPW Facility, Franklinville, NY

HSBC Mortgage Center, Buffalo, NY



John Rauen, PE

Electrical Engineer

John is an electrical engineer with over 23 years of experience in Electrical Design, Engineering and Project Management. He has extensive experience in power distribution, instrumentation, control systems, commercial power, lighting and systems design. John completed training courses on fiber optic and Category 5 cable including hands on installation and testing of Category 5 and fiber optic cable along with fiber optic splicing and connections. He has also completed training on Arc Flash Hazard Analysis. John has the administrative leadership and technical skills necessary to provide a successful project outcome.

Senior Associate Principal

License
Professional Engineer - NY

Education
AAS, Electrical Engineering, Erie
Community College, State University
of New York

New York State Principals & Practice
of Engineering

Years of Experience
23 years

Select Experience

La Pointe Fire Station, La Point, WI
Chisholm Fire Station, Chisholm, MN
Greenville Fire Station, Greenville, WI
Buffalo and Fort Erie Peace Bridge Authority, Buffalo, NY
Barnes Air National Guard Base, Springfield, MA
Dillon Courthouse, Buffalo, NY
Fort Niagara State Park Engineering Services, Youngstown, NY
Chautauqua Institution, Engineering Services, Chautauqua, NY
Cattaraugus County, Franklinville DPW Facility, Franklinville, NY
Erie County Department of Public Works, New Courthouse, Erie County, NY
Buffalo State College, Campus-wide Fire Alarm & CO2 Detection, Buffalo, NY





“Building long-term relationships and trust with clients is rewarding. We are focused on striving to develop the right solution for each project.”

Tom Rines, PE, SE

Principal, Structural Engineer

Tom has over 25 years of structural engineering experience designing a wide variety of structures as well as 8 years of carpentry experience. Originally from Minnesota, he began his professional career in Seattle where he worked on projects throughout the West Coast and Mountain States region. Since joining Northland Consulting Engineers in 2009, he has strengthened the firm by integrating innovative and thoughtful ideas into our workflow and design processes. He is known for a pragmatic and creative approach to design, asking hard questions and generating thought provoking discussions. Tom’s vast engineering and construction experience is highly valued by his clients and team members.

Tom is proud to be a part of Northland Consulting Engineers where we pride ourselves on the long-term relationships we have formed with our clients. We believe that our high level of service sets us apart from other firms.

Representative Project Experience

Professional Affiliations

- Engineers Without Borders
- Timber Framers Guild
- American Wood Council
- American Institute of Steel Construction

Professional Practice

- Clark Johnson Engineers (Bellevue, WA) 1995-1999
- Magnusson Klemencic Associates (Seattle, WA) 1999-2009
- Northland Consulting Engineers LLP 2009-Present

Professional Registrations

Minnesota, Wisconsin, Illinois, Nebraska, New Hampshire, Washington, Wyoming, Georgia, Arizona, Ohio

Education

University of Washington,
Bachelor of Science,
Civil Engineering, 1995

Lake Country Power Cooperative headquarters. New Construction, 68,000 SF facility including maintenance bays with cranes, wash bays, vehicle storage and office areas. The structure is primarily precast tilt-up walls with bar joist roof. The partial second floor is precast plank. Grand Rapids, MN 2018. NCE Scope: SE of Record

P&H Mine Pro (Joy Global) Mine Equipment Service Center and Parts Warehouse. New Construction, 95,000 SF facility including maintenance bays with heavy bridge cranes, wash bay, vehicle storage, tall warehouse and two-story office space. The structure is primarily tall bay pre-engineered steel building; however, the office space is conventional steel frame with composite steel and concrete floors with high-end finishes. Virginia, MN, 2010 NCE Scope: SE of Record

Lakehead Constructors Inc. New Construction, 37,000 SF facility including maintenance bays with cranes, wash bay, vehicle storage and office spaces. The structure is primarily precast tilt-up walls with bar joist roof. The partial second floor is precast plank. Superior, WI 2019. NCE Scope: SE of Record

Itasca County Highway Maintenance Facility. New Construction, 15,000 SF facility including maintenance bays with cranes, wash bay, vehicle storage and office areas. The structure is primarily a pre-engineered metal building with a partial second floor and a shallow frost protected foundation. Grand Rapids, MN 2018 NCE Scope: SE of Record

Ely Joint Use Maintenance Facility. New Construction, 67,000 SF DOT and County Shared facility with vehicle storage, maintenance bays with cranes, wash bay and office spaces. The structure is primarily tilt-up precast walls with bar joist roof. The partial second floor is precast plank. Ely, MN 2004 NCE Scope: SE of Record



Kevin Yeska, PLA, ASLA
Project Consultant, Landscape Architect

With nine years of experience, Mr. Yeska serves as a project consultant with expertise in commercial, institutional, industrial and residential design. His detail-oriented work ethic stems from his upbringing where he helped construct single-family homes outside of working on a family farm. He understands the means to managing practicality and constructibility in every design, while allowing his team's creative minds to push the design envelope. His designs and approachable communication skills present his client and the general public with a contemporary "pop", as he likes to call it! Additionally, Mr. Yeska not only understands the municipal entitlement process, but has extensive experience in critically laying out sites to meet municipal requirements relating to site access, parking accommodations, and designing open green spaces, all of which aid in establishing a "sense of place" for the design.

Education/Registration

University of Wisconsin–Madison, Madison, WI

BS in Landscape Architecture, 2013

Professional Landscape Architect, WI, 2020, # LA-806

Project Experience

- Village on Park Master Plan and Urban League HUB, Madison, WI
- Fire Station No. 6, Madison, WI
- Dane County Sheriff's Precinct, Stoughton, WI
- Novation Campus – Artisan Village, Fitchburg, WI
- Nine Springs Live/Work, Fitchburg, WI
- Marquardt Village Senior Living - Riversong, Fitchburg, WI
- Madison Yards, Madison, WI
- Union Corners, Madison, WI
- Madison Area Technical College Culinary Expansion, Madison, WI
- Verona Area School District High School Master Planning, Verona, WI
- Oakmont Senior Living, Verona, WI
- Sugar Creek Commons, Verona, WI
- Oregon School Districts Master Plan Improvements, Oregon, WI
- Kettle Park West Outlot Developments, Stoughton, WI
- Door Creek Church, Deforest, WI
- Summit Credit Union, Multiple Locations

Affiliations

Member, American Society of Landscape Architects



**Five
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Project Scope & Understanding



**Five
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Five Bugles Design understands the City of Platteville is seeking qualifications from interested architectural firms to be part of a team to perform professional services for the design of the new Fire Station. Design services include landscape design, architectural design, interior design, site civil, plumbing, mechanical, electrical, and telecommunication engineering services.

Five Bugles Design has performed this service for departments across the country. Ultimately, we believe the path listed below is a winning approach to help guide local leaders through this challenging process.

PHASE 1: Planning

PHASE 2: Design

PHASE 3: Bidding

PHASE 4: Construction Administration



Receiving grant funding is a well-timed opportunity for the City and our team to review the prior decisions before developing more detailed documentation. We look forward to working closely to develop this project in the most beneficial manner for the Fire Department in the City of Platteville. The following are specific tasks that we feel are necessary to take your project through Planning and Design Development and Construction Document phases.

PHASE 1 PLANNING

Task A: Revisit the Program

REVISIT THE PROGRAM: Over one year has passed since the February 2021 facility study was completed by our team. Changes in thinking, personnel and industry standards have occurred, some significant. Five Bugles Design will review the existing programming and re-evaluate to accurately assess the space needs using our unique immersion process.

Task B: Site Review Process

SITE REVIEW PROCESS: Our team will work with you to assess and develop the proposed OE Gray Learning Center site location at 155 W. Lewis Street.

Task C: Multiple Design Options

MULTIPLE DESIGN OPTIONS: Our team will develop multiple options complete with cost estimates and pros and cons, including recommendations on sustainability considerations per LEED standards.

Task D: Development of Selected Option

DEVELOPMENT OF SELECTED OPTION: We will develop a selected option to a Conceptual Design Level complete with a more detailed cost estimate for presentation to the City.

PHASE 2 DESIGN

Task E: Schematic Design

1. Obtain existing site drawings for review and visit site to confirm existing conditions and future opportunities.
2. Evaluate potential building system options (architectural/civil/structural/mechanical/electrical/etc.) and perform a very high level design assessment to confirm their feasibility.
3. Refine the conceptual floor diagram and site plan preferred alternatives based on the above assessments.
4. Prepare a high-level, square foot-based budget opinion of probable project costs.
5. Meet with owner to review preferred plans, building system options and budget costs and determine the next course of action.
6. Retain the services of a qualified firm to prepare a preliminary geotechnical investigation to assess preliminary building addition foundation system design requirements. Detailed geotechnical investigation will be prepared prior to the start of final design.

Task F: Design Development Phase

1. Prepare a Basis of Design Document for City's review and concurrence including space program requirements, building code and system design requirements, site access, circulation and parking requirements, utility service requirements, energy efficiency and sustainability requirements, etc.
2. Retain the services of a qualified surveyor to perform a preliminary topographic survey of the site and prepare a base map for use in preliminary design. Detailed topographic and utility service survey will be prepared prior to the start of final design.
3. Conduct preliminary discussions with utility service providers (electric, gas, water, sanitary sewer, etc.) to confirm service load requirements.
4. Perform building and zoning code review and meet with local building officials to confirm concurrence with building and site requirements.
5. Advance the preferred building and site plans to the approximately 10% complete, preliminary design stage and prepare the following drawings:
 - Site layout plan
 - Architectural floor plans
 - Two colored, computer generated building renderings
6. Refine assessment of potential building architectural, structural, mechanical, electrical systems.
7. Evaluate potential energy savings funding options and incentives.
8. Prepare preliminary design level opinion of probable project costs.
9. Meet with City to review preliminary building and site plans, potential building system requirements and preliminary design budget costs and determine the next course of action.

Task G: Construction Document Phase

1. Prepare updated building code review and code compliance drawings showing exiting requirements, fire separations, etc.
2. Attend eight (8) bi-weekly design meetings during an assumed four (4) month design duration with the City to review and coordinate the progress of design.
3. Based on the approved preliminary design report, prepare Construction Drawings and Technical Specifications suitable for competitive bidding that describe the size and character of facility systems and materials for each of the following disciplines:
 - Architectural
 - Structural
 - Civil
 - Landscaping
 - HVAC
 - Plumbing
 - Electrical

4. Refine the current 3D building perspectives based at the completion of the 30% design completion stage.
5. Present final Construction Documents to the City for sign-off and determine the next course of action for this project.

PHASE 3 BIDDING

Task H: Bidding Services

1. Attend pre-bid meeting/site walk-thru and issue meeting minutes.
2. Process RFI's and assist with assembling addendum.
3. Attend a meeting with Owner to review bid recommendations and determine selected contractors for each bid package.

PHASE 4 CONSTRUCTION ADMINISTRATION

Task I: Construction Administration Services

1. Construction Kick-Off Meeting

- The construction phase will be initiated by a Kick-Off meeting between the Owner, the Design Team, the Project Coordinator and the successful Contractors. This meeting will set the parameters for the construction phase process and the expectations for all aspects of the work.

2. Construction Review and Observation

- Attend twenty (20) bi-weekly construction meetings during an assumed ten (10) month construction duration with the Owner, the Design Team, the Project Coordinator and the successful Contractors to review and coordinate the progress of construction.
- Perform periodic, technical site visits at intervals appropriate to the stage of the Contractor's operations to determine if the project is being constructed in general conformance with to the construction documents and the design intent. The following technical site visits have been assumed for an approximate Ten (10) month construction duration:
 - 20 architectural site visits.
 - 2 Civil site visits.
 - 1 structural site visits.
 - 2 mechanical site visits.
 - 2 electrical site visits.
- Site visit reports will be prepared and submitted to the Owner and Contractors, indicating the work performed that day, weather conditions, and noting any significant observations or decisions made while on site.

3. Requests for Information and Design Support

- Record and respond to Contractor Requests for Information (RFI).
- Provide design responses to unanticipated or changed conditions.
- Provide interpretation and clarification of design intent and make recommendations to the City regarding proposed changes.

4. Shop Drawings and Submittals

- The design team will work closely with the Project Coordinator to provide shop drawing and submittal review on a timely basis.
- Shop drawings and submittals will be reviewed for general conformance with the construction documents and the design intent.

5. Contractor Pay Applications

- Review and certify the Contractor's monthly applications for payment and make appropriate recommendations to the City.

6. Change Proposal Requests and Change Orders

- Prepare additional work proposal requests, change order documentation and supplemental design documentation.

7. Punch List

- Assist the City and Project Coordinator in determining the dates of Substantial Completion and Final Completion and prepare a punch list of outstanding contractor items at Substantial Completion.



Appendix A

Fee Proposal Form

To ensure an open and honest fee for the City of Platteville, Five Bugles Design, a Division of Wendel Companies, is proposing to complete the project on lump sum fee based on a percentage of the Cost of the Work. At this time, the City has programmed their facility at 31,000 square feet. It would not be fair to the City to base our proposal on a 31,000 square foot facility when it could in fact be much less.

Our fee is based on the standard splits that AIA Contract B101 - 2017 Standard Form of Agreement between Owner and Architect provides and is the contractual agreement that will be used as stated in the RFP. It allows adding more steps into the design, allowing you as the client to review progress as the design moves forward. It also provides our price for Construction Administration up front, so there will be no surprises down the road. We will only move forward with each Phase as instructed by the Client. Those typical splits are as follows:

<i>Conceptual Design (Phase 1):</i>	5%
<i>Schematic Design (Phase 2):</i>	15%
<i>Design Development (Phase 2):</i>	20%
<i>Construction Documents (Phase 2):</i>	40%
<i>Bidding (Phase 3):</i>	5%
<i>Construction Administration (Additional Phase 4 Not Requested):</i>	15%

For purposes of this agreement, the Cost of the Work (COW) shall be the total cost to the owner to construct all elements of the project designed or specified by the Architect and shall include the construction management costs and/or the general contractors' general conditions costs, overhead and profit.

The cost of work to calculate the fee would not include the compensation of the Architect, the cost of the land, rights-of-way, financing, equipment, and contingencies in the work or other costs that are the responsibility of the Owner.

Reimbursable expenses are in addition to the fees noted below and include out-of-pocket expense directly related to this project, such as mileage, travel, lodging, printing costs, postage, permitting fees, etc. These are estimated not to exceed \$10,000 during the entire course of the project and will be invoiced "at cost" to the client on a monthly basis. Any costs associated with geo-technical and site surveys will be coordinated by our firm, but paid for by the client with no mark-up.

We trust that our scope of work reflected in our submittal meets the City of Platteville's requirements, but extends the services we typically provide. We are proposing to perform the scope of work presented in this proposal for a 6.5% lump sum fee, which is based on a percentage of the Cost of Work. We have provided the breakdowns as described above on the following pages with modifications to the document provided in the RFP and we have used a projected Cost of the Work to be \$10,000,000 at this time. As the Cost of the Work changes during the course of the design, the fees would adjust appropriately, with the client dictating when each phase will begin.

Appendix A

Enter Amount

Phase 1 – Planning (Conceptual Design 5%)

\$32,500

- i. The Architect will conduct a review of the already completed Facilities Study for City of Platteville Fire Department as part of their background for the project planning.
- ii. Using industry standards, project experience, and input from City Staff, the Architect will conduct appropriate space programming for the building interior including basic information such as sizes, space requirements, workflows, activities, and special uses.
- iii. The Architect will facilitate meetings with City Staff as needed to develop basic components and planning of the building program, including building systems, equipment, materials, and code compliance in order to support service needs.
- iv. The Architect will make recommendations regarding sustainable options to consider in the construction of the Facility as prescribed by Leadership in Energy and Environmental Design (LEED) standards.
- v. The Architect will make recommendations regarding alternative materials, construction methods, or design features that offer potential cost savings while meeting desired quality standards.
- vi. The Architect will create and provide conceptual site plan sketches, conceptual bubble diagrams, conceptual cost estimates, and conceptual project schedules as necessary in order to create the conceptual project design.

Phase 2 – Design (Schematic Design 15%)

\$97,500

- i. The Architect will create and provide schematic site plan sketches, floor plans, elevations, renderings, schematic cost estimates, and project schedules as necessary in order to create the schematic project design.
- ii. The Architect shall prepare all construction documents, civil engineering plans, specifications, final construction cost estimates, and final timelines for completion of the project.
- iii. The Architect will attend all applicable public meetings associated with the review and approval of the proposed design.

Phase 2 – Design (Design Development 20%)

\$130,000

- i. Based on the Owner's approval of the Schematic Design Documents, and on the Owner's authorization of adjustments in the Project and the budget the Architect will prepare the Design Development Documents.
- ii. The Design Development Documents will include outlined specifications that identify major materials and systems as established in general their quality levels.
- iii. The Architect and Engineers will further define their design to allow for more accurate estimating before the projects moves onto the Construction Document Phase.

Phase 2 – Design (Construction Document 40%)

\$260,000

- i. The Architect shall prepare all construction documents, civil engineering plans, specifications, final construction cost estimates, and final timelines for completion of the project.
- ii. The Architect will attend all applicable public meetings associated with the review and approval of the proposed design.

Phase 3 – (Bidding 5%)

\$32,500

- i. The Architect shall prepare all of the bid documents and specifications suitable for public bidding according to applicable standards.
- ii. The Architect shall respond to all questions posed by prospective bidders during the construction bid process.
- iii. The Architect shall also prepare and distribute any necessary addenda, distribute plans and bid documents, and keep a record of the plan holder's list.
- iv. The Architect shall make a recommendation to the City on bid award taking into account their evaluation of the bids based on bidder's qualifications, compliance with bid requirements, and price.

Appendix A

Phase 4 – (Construction Admin. 15%)

\$97,500

- i. The Architect will provide administration of the Contract between the owner and the General Contractor or Construction Manager.
- ii. The Architect will review Certificates for Payment to the General Contractor or Construction Manager to ensure compliance and completeness of the work.
- iii. The Architect shall visit the site at intervals appropriate to the stage of construction or at a minimum bi-weekly to ensure work is completed in accordance with the Construction Documents.
- iv. The Architect will review all submittals to ensure specified products are used and installed correctly.
- v. The Architect will interpret and decide matters concerning performance under, and requirements of, the Contract Documents on written request of the Owner.

Total Proposed Architectural Fee (Items 1 – 4)

**\$650,000 (based on 6.5% of a projected
\$10,000,000 COW)**


Signature

March 29, 2022

Date

**Amber Holycross, AIA, LEED AP ID+C
Wendel Architecture Practice Area Leader**

Printed Name

PROPOSAL FOR PROFESSIONAL DESIGN SERVICES

City of Platteville Fire Station



PLATTEVILLE, WISCONSIN | MARCH 31, 2022



Building a Better World
for All of Us®

Engineers | Architects | Planners | Scientists

March 31, 2022

Adam Ruechel, City Manager
75 N. Bonson St.
Platteville, WI 53818



Building a Better World
for All of Us®

RE: Professional Design Services for Fire Station

Dear Mr. Ruechel, Chief Simmons and Members of the Selection Committee:

Building a new fire station is an important process, as the facility needs to accommodate future change in the community, fire department and fire/public safety industry. As the City of Platteville moves forward with the design of a new station, it needs a dedicated and experienced consultant team that understands the operations and design of fire stations in similar communities. In this capacity, Short Elliott Hendrickson Inc. (SEH®) is prepared to work alongside the City, serving as a committed and driven project partner. In doing so, our team provides the following advantages:



- **PUBLIC SAFETY EXPERIENCE** – With more than 100 fire station designs completed in the last 10 years, we can confidently say that “we know fire stations.” Our team, which includes the former Fire Chief in Kenosha and a paid on-call firefighter in Germantown, has firsthand knowledge of what goes into daily operations and what should drive programming. With that experience, we’ve identified many best practices, which can provide cost and operational efficiencies for your projects. We take pride in helping our clients solve their needs with creative solutions.
- **EMPHASIS ON WELLNESS AND SAFETY** – Designing a new fire station is an opportunity to make the community safer, but it’s also important to prioritize the safety and wellness of your personnel. Through strategic programming and design, we focus on developing training facilities, fitness spaces and design layouts that support decontamination and general well-being by designing features that allow for separate work and rehabilitation areas – all of which are important to preventing and mitigating exposure to harmful cancer-causing contaminants.
- **DELIVERING COST-EFFECTIVE RESULTS** – SEH is confident in our ability to meet your budget and schedule based on our understanding of the building’s design needs and our extensive experience. We are committed to protecting your investment by containing costs on this project, as our team completes a cost estimation exercise at crucial milestones to make sure projects are within budget at the time of bidding. This has been a successful practice, and we will apply it to all of our public safety facility projects to keep costs in check.
- **OPERATIONAL EFFICIENCY AND SUSTAINABILITY** – Our team has worked with clients to design renovation and new construction solutions for efficient, functional and cost-effective fire stations. Through SEH’s approach to public safety facility design, the City has an opportunity to explore layouts, materials, energy sources and systems that are environmentally friendly and offer real-world payback in terms of life cycle and performance costs.

We sincerely appreciate the opportunity to partner with the City on this important project. If you have any questions regarding any of the information provided, please do not hesitate to contact me at 920.585.4320 or tfrank@sehinc.com.

Respectfully submitted,

A handwritten signature in blue ink that reads "Trevor Frank".

TREVOR FRANK AIA, LEED AP®, NCARB, PMP
ARCHITECT IN WI, AZ, GA, IA, IL, IN, MI, MN, ND, NE, OH AND SD
PRINCIPAL IN CHARGE AND PROJECT MANAGER

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 6808 Odana Road, Suite 200, Madison, WI 53719-1137

608.620.6199 | 800.732.436 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action–Equal Opportunity Employer

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FEE PROPOSAL (SUBMITTED SEPARATELY)	



[Our] staff felt SEH's strong experience in working with similar sized departments and their internal resources were superior... Follow up on SEH's references confirmed a very high level of satisfaction, professionalism and completeness.

OSHKOSH FIRE STATION | SELECTION COMMITTEE REMARKS (2022)



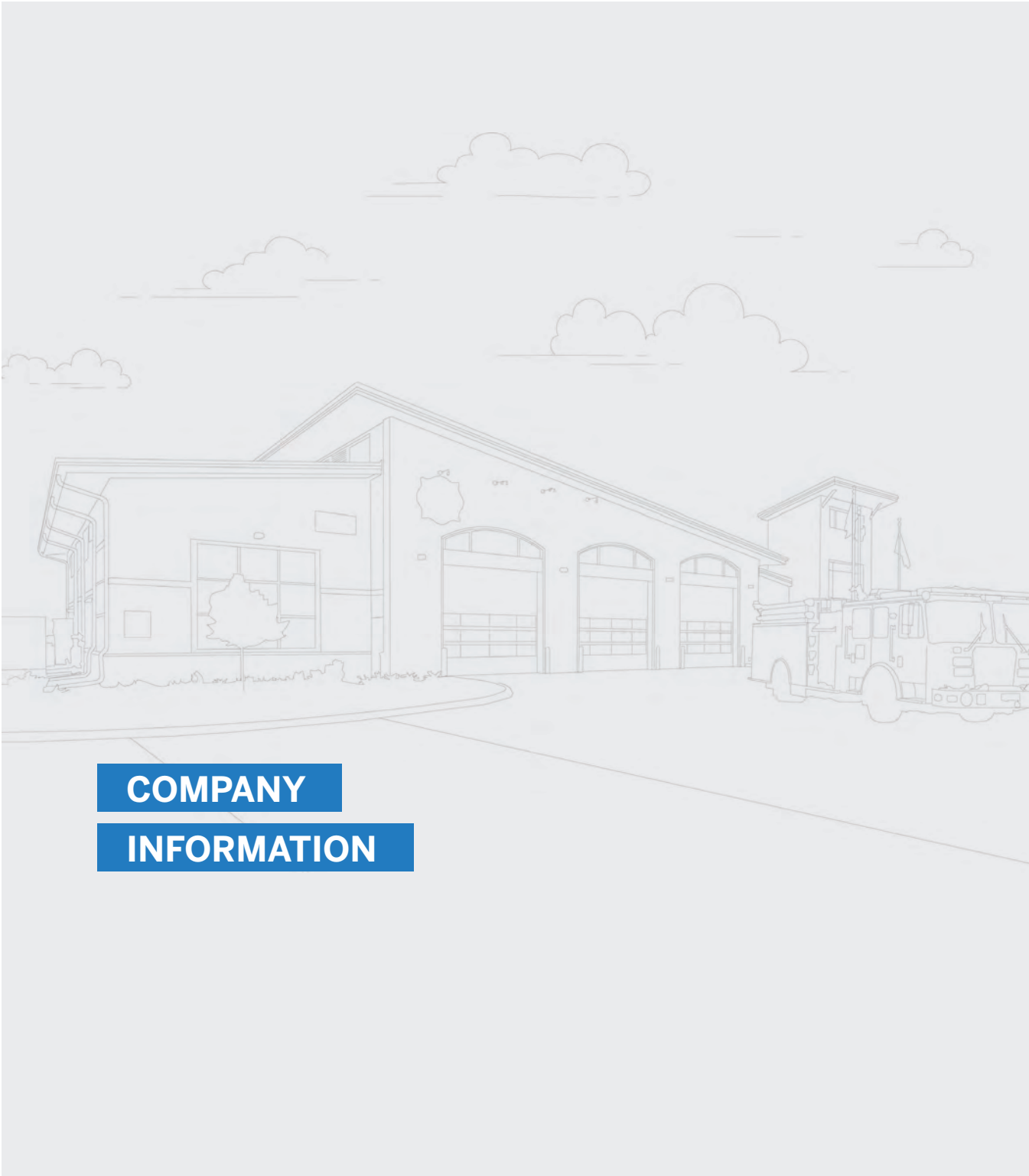
The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

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The information contained in this Proposal was prepared specifically for you and contains proprietary information. We would appreciate your discretion in its reproduction and distribution. This information has been tailored to your specific project based on our understanding of your needs. Its aim is to demonstrate our ideas and approach to your project compared to our competition. We respectfully request that distribution be limited to individuals involved in your selection process.

SEH is a registered trademark of Short Elliott Hendrickson Inc.

PLATT 166322 | 010422



COMPANY

INFORMATION



Company Information

SEH is a 100% employee-owned company providing architectural, engineering, planning and environmental services to public and private clients throughout the country. Our integrated teams are simplifying the world's complex challenges by improving mobility, designing better places, engineering clean water and renewing infrastructure.

SHORT ELLIOTT HENDRICKSON INC. (SEH®)

Our 800-plus employee-owners share a core purpose: Building a Better World for All of Us®. This approach reflects a companywide commitment to improving the quality of life by designing safer, more sustainable infrastructure for government and helping industrial and commercial clients achieve their business goals.

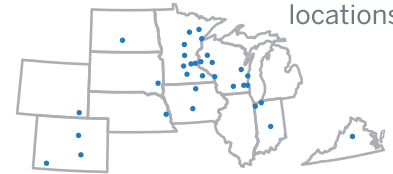
Headquartered in St. Paul, Minnesota, and with 32 offices in 10 states, you'll find evidence of our work throughout the United States.



SHORT ELLIOTT HENDRICKSON INC.

Founded in **1927**

HAS GROWN TO **32** locations



EMPLOYING

800+

engineers, architects, planners, scientists and talented professionals

WHO WORK TOGETHER TO SERVE

4 market areas: mobility, better places, clean water and renewing infrastructure



AN IMPRESSIVE **80%**

of our clients are repeat customers

LOCAL OFFICE LOCATION

6808 Odana Road, Suite 200
Madison, WI 53719

OWNERSHIP

100% Employee-Owned

AFFILIATION

Corporation

SIZE OF AGENCY

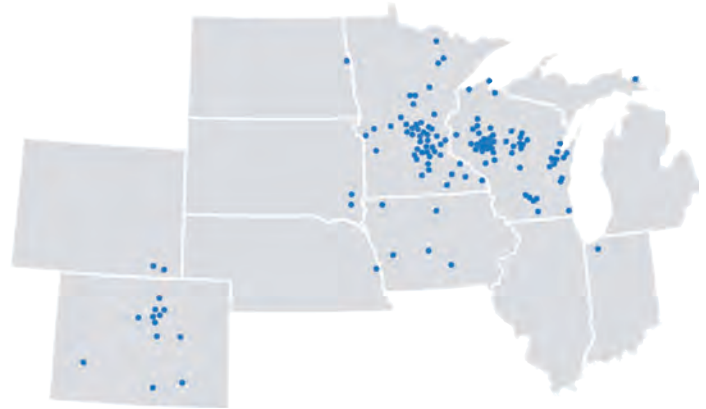
800+ employees working from 32 locations nationwide



We design onsite training facilities for fire stations, so firefighters can easily stay up-to-date on best practices, safety and training scenarios (Kaukauna Fire Station).

PUBLIC SAFETY EXPERIENCE

Today's public safety buildings reflect the fact that first responders are an integral part of their communities. They require facilities that are welcoming to the public, yet offer a high level of security. With over 100 public safety building projects completed nationwide, SEH is at the forefront in current design trends and new technologies. Our understanding of the unique needs in emergency responsiveness, combined with our progressive design approach, allows us to provide municipalities with the expertise necessary for project success. Our staff is familiar with all aspects of the seemingly endless list of design considerations that must be addressed early in the planning process. SEH has developed a tool – a Fire Station Design Guide – which is a comprehensive review of all aspects of design and construction of today's fire stations. The end result is a station that is functional, sustainable and brings pride to the community.



SUSTAINABLE DESIGN

SEH has a strong commitment to designing and implementing environmentally responsible and sustainable projects. We have recently delivered LEED Silver and Gold certified fire stations that are reducing their energy consumption daily. They have also been constructed following sustainable practices that reduce the amount of raw materials needed to construct the stations. The following projects are examples of recent public safety facilities and their respective sustainable considerations.

PROJECT	SUSTAINABLE CONSIDERATIONS
Bain School Site Fire Station – Kenosha, WI	The building employs sustainable features such as LED lighting, onsite stormwater treatment and reclamation, and repurposed, salvaged, locally produced and high recycle content materials.
North West Fire Station – Fitchburg, WI	The design incorporated several sustainable features and is estimated to save the City \$46,265/year in energy costs (Per Focus on Energy Design Assistance NEO verification report 11/06/17).
North East Fire Station – Fitchburg, WI	The North East Station incorporates the same sustainable building and site features that the Fitchburg North West station employs. Estimated annual utility savings are in the range of \$48,000.
Kaukauna Fire Station – Kaukauna, WI	The design incorporates sustainable design features, which will save the City \$37,422/year in energy costs (per Focus on Energy Design Assistance NEO verification report 12/15/17). Kaukauna Fire Dept.'s new 90 kW PV array is now the largest PV system serving a fire department-owned building in Wisconsin.
Freedom Town Hall, Fire and Police Station – Freedom, WI	The building was designed to employ many sustainable features such as LED lighting, regionalized stormwater treatment and reclamation, and locally produced and high recycle content materials.
Black River Falls Emergency Services Building – Black River Falls, WI	The building will employ many sustainable features such as LED lighting, regionalized stormwater treatment and reclamation, and locally produced and high recycle content materials.

SUBCONSULTANTS

The subconsultant teaming partners listed below have decades of experience, millions of sq. ft. of facility design and hundreds of millions of dollars in construction value designing functional facilities as an extension of the SEH team.

raSMITH

raSmith is a multi-disciplinary consulting firm comprising civil engineers, structural engineers, traffic engineers, land surveyors, development managers, landscape architects and ecologists. Our services are focused on our public and private sector clients' needs in design and construction, including site design, structural engineering, municipal engineering, transportation and traffic, surveying, construction services and geographic information systems (GIS).

We work on projects nationwide from our seven locations. Richard A. Smith, M.S., P.E., founded raSmith in 1978. Richard A. Smith Jr., P.E., (Ricky) leads the firm as president. The firm currently employs a staff of 220.



FREDERICKSEN ENGINEERING

Fredericksen Engineering is a consulting engineering firm with a long history in the mechanical engineering field. Their consulting services primarily encompass the preparation of detailed drawings and specifications for competitive bidding and construction. In addition, they can also provide comprehensive services in the areas of energy conservation, construction cost estimates, energy/cost analysis and construction management.



ATMOSPHERE

Atmosphere Commercial Interiors is committed to fostering long-term business relationships. They are proud to serve organizations around the globe of every size, from start-up to Fortune 500, and across corporate, healthcare, education, government and hospitality industries. In addition, their focus on innovative and inspired solutions guides their partnerships with architecture and design, real estate and development, and technology industries. Since 1953, Atmosphere has focused on providing commercial furnishings, architectural products and services to ensure the best fit, finish and prices for spaces tailored to the needs of people and their business. Today, with eight locations in four states, they are deeply embedded in their communities and passionate about working with teams of every type to deliver smart and effective space solutions. Atmosphere is SEH's exclusive interior design partner. We are currently working on three fire station projects and hundreds of millions of dollars in office interior renovation projects with Atmosphere, where they are providing furniture specification and interior finish design that promotes durability, ease of maintenance, value and longevity.



MSA

MSA, the new home of Muermann Engineering, works closely with institutions, governments and private clients on both new buildings and renovation projects to develop plans, anticipate and circumnavigate challenges, expedite the permitting process and see each building project through, every step of the way. Over the past 30 years, they have partnered with clients to complete more than 2,000 MEP projects. Additionally, the MSA team has been supporting SEH architectural projects for more than a decade.



PROFESSIONAL PROJECT MANAGEMENT, INC. (PPM)

PPM specializes in providing project management, construction management and cost estimating services. PPM is a select group of construction professionals providing in-depth experience in all areas of fast-track, design build, build-to-suit, new construction and renovation/expansion projects. They provide project management services for architects, contractors, engineers, government agencies and private clients. PPM's services range from preliminary budgeting and planning to serving as an Owner's authorized project manager to oversee and coordinate an entire project from master planning, entitlements and design through construction and occupancy. They provide invaluable pre-construction phase services consisting of cost estimating, including development costs and construction costs, project scheduling, value engineering analysis and systems design recommendations.



BUDGET AND SCHEDULE FRIENDLY DESIGN

COST CONTROL

At SEH, we have found that estimating the project at critical milestones is the best way to ensure the project budget is maintained. Completing the estimating exercise at each stage of design assures the project is within budget at the time the project is bid. We have been very successful managing project budgets and avoiding the surprise of having the project bid only to find the cost exceeds the budget. Please see the list of projects below and their respective budgets compared to actual project costs.

Having professional construction estimators as part of the project team saves time during the bidding process and will also give the City peace of mind that the project will be designed within the allotted budget. The City will only approve subsequent phases of the project if they feel confident the project will not exceed the pre-established budget. Our approach will have estimating professionals employed throughout the design process because this is the only way to ensure the design accurately reflects the dollars available for construction.

PROJECT	ESTIMATED	ACTUAL
Middleton	\$7,432,500	\$7,400,000*
Bellevue	\$4,100,000	\$4,052,648
Elkhart Lake	\$3,000,000	\$2,565,900
Stoughton	\$4,500,000	\$4,500,000*
Eden Prairie	\$2,250,000	\$2,100,000
Rib Mountain	\$2,100,000	\$2,138,000
Marshfield	\$7,480,000	\$7,400,000*

**Designed and constructed under a GMP delivery contract method*

SCHEDULE CONTROL

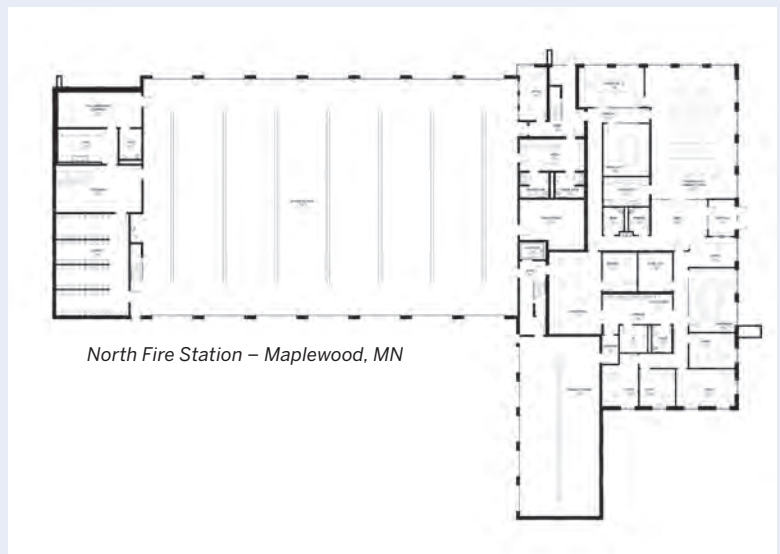
Scheduling is a critical aspect of the SEH team's overall approach to project management. By closely managing overall and task schedules, the project manager will identify and assign resources to assure logical work progression and anticipate contingencies for critical schedule elements. SEH provides clients with schedule updates and progress reports monthly, unless the client requests updates more frequently. The purpose of updates is to maintain critical milestones as they were originally scheduled.

EXAMPLES OF PAST PERFORMANCE

The foundation of our success is grounded in the satisfaction of our client partnerships, as well as our ability to perform services that meet their goals. The following section provides project references for similar projects.

Our staff is familiar with all aspects of the seemingly endless list of design considerations that must be addressed early in the planning process. This early planning limits the need for designers to “back track” to include a feature that may have been overlooked but is vital to the department’s capacity and ability to respond to local needs.

This section includes information regarding some of our recent projects, highlighting our vast experience designing and delivering municipal facilities for communities across the Midwest. You will also find references who can vouch for the quality of work we provided. We encourage you to contact them to verify the tireless commitment SEH makes to each client partner.



North Fire Station – Maplewood, MN

KAUKAUNA FIRE STATION

KAUKAUNA, WISCONSIN



The design incorporates sustainable design features, saving the City \$37,422/year in energy costs.

FOCUS ON ENERGY DESIGN ASSISTANCE
NEO VERIFICATION REPORT FROM 12/15/17

SEH programmed and designed this 25,000 sq. ft. fire station, which includes a three-story training tower. The first level contains a seven-bay drive-through apparatus bay, with a storage mezzanine, workshop and turnout gear area, as well as a training room, conference room, personnel offices and workspaces, department history room, records and additional storage, and a fitness center. The design incorporates sustainable design features, including the largest PV system serving a fire station in Wisconsin.

FEATURES

- Day room
- Emergency operations center
- Exercise facility
- Drive-through apparatus bays
- Decontamination facilities
- Divided EMS/fire apparatus bays
- Turn out gear rooms
- Bunk rooms
- Two-story station with fire pole and training tower
- Ladder testing feature

TOWER TRAINING

- Balcony rescue
- Confined entry
- Ladder evolutions
- Hose evolutions
- Window rescue

- SCBA confidence course
- Vertical and near vertical rescue
- Sprinkler and standpipe training
- Door and roof breaching
- Mezzanine training areas

SITE TRAINING

- Hose testing
- Vehicle extrication
- Hose evolution drills
- Equipment and apparatus training

CLASSROOM TRAINING

- Onsite resident training and recertification
- Distance learning/video conferencing
- Training props/mannequins
- EOC operations



SUSTAINABILITY FEATURES

- Geothermal heating and cooling
- PV solar electric panels
- LED lighting
- Onsite stormwater treatment



CLIENT CONTACT

City of Kaukauna
Travis Teesch, Assistant Fire Chief
144 W Second St
Kaukauna, WI 54130
920.766.6320



DESIGN FEE

Architect's Estimate: \$342,238
Actual: \$342,238



CONSTRUCTION COSTS

Architect's Estimate: \$6.77 million
Actual: \$6.5 million



PROJECT TIMELINE

Design: 10/2015-02/2016
Construction: 04/2016-11/2017



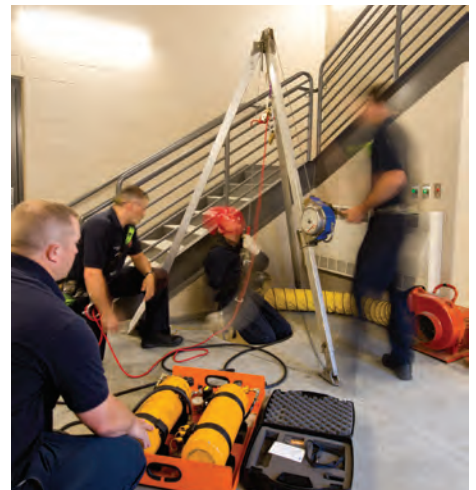
CONSTRUCTION MANAGER

Zeise Construction



DESIGN TEAM PROFESSIONALS

- Trevor Frank, Project Manager/Senior Project Architect
- Mark Zvitkovits, Technician
- Brian Bergstrom, Programming
- Ben Wolf, Structural Engineer



KENOSHA FIRE STATION NO. 4

KENOSHA, WISCONSIN



The new facility is being built directly adjacent to the currently operating fire station. Phased site development and construction coordination require careful planning and execution.

This new 29,260 sq. ft. fire and EMS station is being built on the site directly adjacent to the current operating station house. Once the new facility comes on line, the existing 1964 structure will be removed. The new facility will act as the department headquarters and fire training center with both academic classroom space and a live fire training tower. The building features gender neutral accommodations for both men and women firefighters, as well as several sustainable features to reduce energy consumption and environmental impact.

FEATURES

- Day room
- Emergency operations center
- Exercise facility
- Drive-through apparatus bays
- Decontamination facilities
- Divided EMS/fire apparatus bays
- Turn out gear rooms
- Bunk rooms
- Two-story station with fire pole and training tower
- Ladder testing feature

TOWER TRAINING

- Balcony rescue
- Confined entry
- Ladder evolutions
- Hose evolutions
- Window rescue

- SCBA confidence course
- Vertical and near vertical rescue
- Sprinkler and standpipe training
- Door and roof breaching
- Mezzanine training areas

SITE TRAINING

- Hose testing
- Vehicle extrication
- Hose evolution drills
- Equipment and apparatus training

CLASSROOM TRAINING

- Onsite resident training and recertification
- Distance learning/video conferencing
- Training props/mannequins
- EOC operations



CLIENT CONTACT

City of Kenosha
Chris Bigley, Fire Chief
625 52nd St
Kenosha, WI 53140
262.653.4100



DESIGN FEE

Architect's Estimate: \$412,533
Actual: \$428,283



CONSTRUCTION COSTS

Architect's Estimate: \$9.5 million
Actual: \$9.26 million



PROJECT TIME LINE

Design: 11/2020-03/2021
Construction: 04/2021-05/2022



CONSTRUCTION MANAGER

Stuckey Construction Company



DESIGN TEAM PROFESSIONALS

- Trevor Frank, Project Manager/Senior Project Architect
- Mark Zvitkovits, Project Design Leader
- Ben Wolf, Structural Engineer
- Brian Bergstrom, Programming
- Chuck Leipzig, Department Operations Manager

BAIN SCHOOL SITE FIRE STATION

KENOSHA, WISCONSIN

LED lighting, onsite stormwater treatment, and repurposed and salvaged materials are just a few sustainable features in the building.



The 24,000 sq. ft. station is situated on an urban site in downtown Kenosha on the site of the former Bain School facility. Since the school site had historic significance to the community, many of the features of the exterior of the station mimic the historic school building.

FEATURES

- Five drive-through bays
- Training/hose tower
- Day room/kitchen
- Exercise room
- Decontamination room
- Watch desk
- Firefighter memorial
- Shelter in place facilities

TRAINING TOWER

- Balcony rescue
- Confined entry
- Ladder evolutions
- Hose evolutions
- Window rescue
- SCBA confidence course

- Vertical and near vertical rescue
- Sprinkler and standpipe training
- Smoke
- Door and roof breaching
- Mezzanine training areas

SITE TRAINING

- Hose testing
- Vehicle extrication
- Hose evolution drills
- Equipment and apparatus training

CLASSROOM TRAINING

- Onsite resident training and recertification
- Distance learning/video conferencing
- Training props/mannequins
- EOC operations



CLIENT CONTACT

City of Kenosha
Chris Bigley, Fire Chief
625 52nd St
Kenosha, WI 53140
262.653.4100



DESIGN FEE

Architect's Estimate: \$395,831
Actual: \$394,262



CONSTRUCTION COSTS

Architect's Estimate: \$6 million
Actual: \$5.25 million



PROJECT TIME LINE

Design: 09/2017-02/2018
Construction: 03/2018-05/2019



CONSTRUCTION MANAGER

Stuckey Construction Company



DESIGN TEAM PROFESSIONALS

- Trevor Frank, Project Manager/Senior Project Architect
- Mark Zvitkovits, Project Design Leader
- Chuck Leipzig, Department Operations Planner
- Ben Wolf, Structural Engineer
- Molly Wagner, Landscape Architect



NORTH WEST FIRE STATION

FITCHBURG, WISCONSIN



SUSTAINABILITY FEATURES

- Geothermal heating cooling
- Solar hot water
- LED lighting
- Onsite stormwater treatment

This 25,000 sq. ft. \$5 million fire station project is the first phase of a two-phase project for the construction of two new fire stations. The project was estimated at \$5.5 million and built for \$5.1 million. The project was completed in June 2017, two months ahead of schedule. The station was laid out in a sawtooth fashion to accommodate a 25,000 sq. ft. single story floor plan on a very tight 1.6-acre site. The sawtooth design maximized the site area for onsite stormwater retention and vehicular ingress and egress, which was necessary to keep the building within the set back lines along two major commercial streets in a busy commercial district.

FEATURES

- Day room
- Emergency operations center
- Exercise facility
- Drive-through apparatus bays
- Decontamination facilities
- Divided EMS/fire apparatus bays
- Turn out gear rooms
- Bunk rooms

- Sprinkler and standpipe training
- Mezzanine training areas

SITE TRAINING

- Hose testing
- Vehicle extrication
- Hose evolution drills
- Equipment and apparatus training

CLASSROOM TRAINING

BUILDING TRAINING

- Ladder evolutions
- Window rescue
- SCBA confidence course
- Vertical and near vertical rescue

- Onsite resident training and recertification
- Distance learning/video conferencing
- Training props/mannequins
- EOC operations



CLIENT CONTACT

City of Fitchburg
Lt. Dave Berman
5520 Lacy Rd
Fitchburg, WI 53711
608.712.2466



DESIGN FEE

Architect's Estimate: \$245,126
Actual: \$245,126



CONSTRUCTION COSTS

Architect's Estimate: \$5.5 million
Actual: \$5.1 million



PROJECT TIME LINE

Design: 03/2015-09/2015
Construction: 03/2016-06/2017



CONSTRUCTION MANAGER

Tri-North



DESIGN TEAM PROFESSIONALS

- Trevor Frank, Project Manager/Senior Project Architect
- Mark Zvitkovits, Project Design Leader

The design incorporates sustainable design features, estimated to save the City \$46,265/year in energy costs.

Focus on Energy Design Assistance NEO verification report from 11/06/17

NORTH EAST FIRE STATION

FITCHBURG, WISCONSIN



This new 34,000 sq. ft. \$6 million main fire station is located in a suburban neighborhood and houses full-time fire and EMS staff. This project is the second phase of a two-phase project to update the fire services and EMS facilities in this growing community. Design of the station was complete in February 2018 with construction completed in summer 2019.

FEATURES

- Training facilities
- Sustainable design features
- Day room
- Emergency operations center
- Exercise facility
- Four drive-through apparatus bays
- Decontamination facilities
- Divided EMS/fire apparatus bays
- Turn out gear rooms
- Tornado shelter for building occupants

BUILDING TRAINING

- Ladder evolutions
- Window rescue
- SCBA confidence course

- Vertical and near vertical rescue
- Sprinkler and standpipe training
- Mezzanine training areas

SITE TRAINING

- Hose testing
- Vehicle extrication
- Hose evolution drills
- Equipment and apparatus training
- Confined space drills

CLASSROOM TRAINING

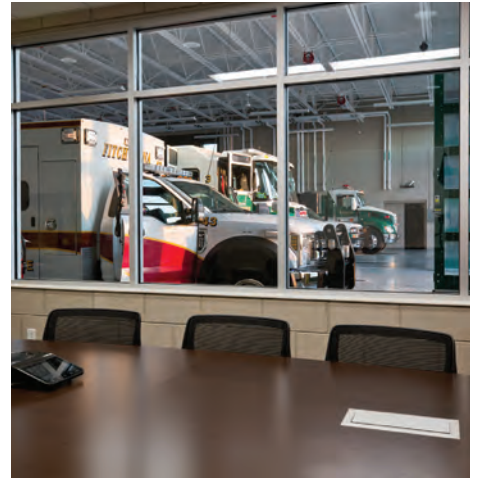
- Onsite resident training and recertification
- Distance learning/video conferencing
- Training props/mannequins
- EOC operations

The East Station incorporates the same sustainable building and site features that the Fitchburg West station employs. Estimated annual utility savings are in the range of \$48,000.



SUSTAINABILITY FEATURES

- Geothermal heating cooling
- Solar hot water
- LED lighting
- Onsite stormwater treatment



CLIENT CONTACT

City of Fitchburg
Lt. Dave Berman
5520 Lacy Rd
Fitchburg, WI 53711
608.712.2466



DESIGN FEE

Architect's Estimate: \$388,748
Actual: \$388,748



CONSTRUCTION COSTS

Architect's Estimate: \$6.5 million
Actual: \$6.4 million



PROJECT TIME LINE

Design: 8/2017-02/2018
Construction: 04/2018-06/2019



CONSTRUCTION MANAGER

Tri-North



DESIGN TEAM PROFESSIONALS

- Trevor Frank, Project Manager/Senior Project Architect
- Mark Zvitkovits, Project Design Leader
- Brian Bergstrom, Programming
- Ben Wolf, Structural Engineer

NORTH FIRE STATION

MAPLEWOOD, MINNESOTA



SEH has a long relationship with the City of Maplewood and has completed several projects, including the North, East and South Stations, as well as the renovation and addition to the main police station/city hall.

In order to provide the highest quality emergency services to the community, the City of Maplewood made the decision to replace the existing North Fire Station facility with a modern facility that supports their current needs and accommodates long-term growth. The new 35,000 sq. ft. North Fire Station will promote firefighter safety, operational efficiency, community inclusiveness and sustainability.

The facility will serve as the fire and EMS department headquarters with offices, meeting rooms and command vehicle parking spaces. The two-story fire station building will include seven drive-through apparatus bays to house the current department fleet, along with room for future expansion. The facility also includes decontamination spaces, including showers and a space for “dirty” gear that prevents cross contamination. The new station will include a laundry/work room, clean turn out gear room, radio room, fitness room, day room, kitchen and dormitory spaces.

The project also incorporated a large community gathering room with two break-out spaces and a kitchenette to provide residents a place to gather, as well as support the department’s training program

FEATURES

- Training facilities
- Sustainable design features
- Day room
- Emergency operations center
- Exercise facility
- Seven drive-through apparatus bays
- Decontamination facilities
- Divided staff vehicle/EMS/fire apparatus bays
- Turn out gear rooms
- Tornado shelter for building occupants



CLIENT CONTACT

City of Maplewood
Michael Mondor, Fire Chief
1902 E Co Rd B
Maplewood, MN 55109
651.249.2800



DESIGN FEE

Architect’s Estimate: \$475,890
Actual: \$475,890



CONSTRUCTION COSTS

Architect’s Estimate: \$8.75 million
Actual: \$8.3 million



PROJECT TIME LINE

Design: 05/2020-11/2020
Construction: 06/2021-06/2022



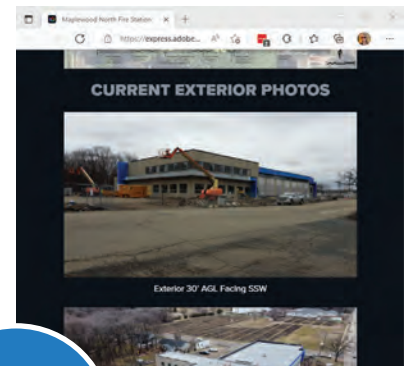
CONSTRUCTION MANAGER

Kraus Anderson



DESIGN TEAM PROFESSIONALS

- Brian Bergstrom, Project Manager/
Senior Project Architect
- Trevor Frank, Programming
- Mark Zvitkovits, Project
Design Leader
- Ben Wolf, Structural Engineer



CLICK OR SCAN
this QR Code

**to follow along with
construction updates**



**KEY INDIVIDUALS'
QUALIFICATIONS
AND EXPERIENCE**



Key Individuals' Qualifications and Experience

Our design team, listed below, has a deep understanding of the community's needs, the Department's goals for this facility and **how to design top-quality fire stations**. This team's strengths will facilitate an efficient, budget-conscious approach to the project, leading to the delivery of a successful project.

PROJECT ORGANIZATIONAL CHART



CONSTRUCTION MANAGEMENT COORDINATION

Based on having completed several fire station projects with a construction manager on the team, SEH understands the process and their part in providing the necessary information to help the CM make informed decisions around everything from construction type to material selections to design and constructability reviews.

Passing this information off early and often during the design process helps the City realize the true value of the construction manager. Without accurate and timely information from the architect and engineers, the CM's impact for controlling cost and schedule is limited.

SEH is currently working with a construction manager on two current fire station projects. We have a mutually respectful relationship with these construction managers and are working together to deliver cost-effective solutions to the municipal clients we are currently serving.

The specific licenses and credentials of the team members are described in the personnel and/or resume section of this document.

TREVOR FRANK

AIA, LEED AP®, NCARB, PMP

PROJECT MANAGER | SEH



Trevor is a principal and senior architect with more than 30 years of experience in a wide variety of building types. His passion as an architect is to design public safety facilities that provide the necessary tools to properly train, respond and live in the environments he creates.

EXPERIENCE

Bain School Site Fire Station – Kenosha, WI

Project manager for the station on the site of a historic school. The 24,000 sq. ft., \$4 million station features many historic elements salvaged from the school's site. The station program calls for five apparatus bays, a training room and EOC, workout facilities and gender-neutral locker/bunk room facilities.

Oshkosh Fire Department Operations Analysis and Long Term Needs Assessment – Oshkosh, WI

Project manager and senior project architect for planning services for the City's six fire stations. SEH analyzed the immediate-, short- and long-term operations to develop a path forward for maintenance, relocation, expansion or replacement facilities. Our team provided space needs templates, test site fits, schematic floor plans, cost estimates and a GIS siting study that used response time and heat mapping to assist with site selection.

North East Fire Station Design – Fitchburg, WI

Project manager and lead design architect for the new 34,000 sq.ft. \$8.5 million main station in a suburban neighborhood. Second phase of a two-phase project to update the fire services and EMS facilities in this growing community.

Fire Station Design – Kaukauna, WI

Principal in charge, project manager and lead designer for design and construction administration. The 25,000 sq. ft. \$6.5 million fire station project is phase two of a four-phase project for the master planning and development of a municipal services campus.

Kenosha Fire Station No. 4 – Kenosha, WI

Principal in charge, project manager and lead designer for design and construction administration. This new 29,260 sq. ft. fire and EMS station is being built on the site directly adjacent to the current operating station house. Once the new facility comes on line, the existing 1964 structure will be removed. The new facility will act as the department headquarters and fire training center with both academic classroom space and a live fire training tower. The building features gender neutral accommodations for both men and women firefighters, as well as several sustainable features to reduce energy consumption and environmental impact.

Police, EMS and Fire Department Master Plan – Prairie du Chien, WI

Project manager and senior project architect for a needs assessment, condition report and future space needs analysis for a combined police, EMS and fire public safety facility. SEH provided space needs templates, test site fits, schematic floor plans, cost estimates and a GIS siting study that used response time and heat mapping to assist with site selection. These collateral planning materials informed the different options available to the City for expansion and improvements of the City-owned facilities.

Trevor will serve as the City's key point of contact, oversee the project team tasks and closely monitor the project schedule and budget.

30
YEARS OF
EXPERIENCE



OFFICE LOCATION

Appleton, WI



EDUCATION

Master of Science
Architecture
University of Wisconsin-Milwaukee

Bachelor of Science
Architecture
University of Wisconsin-Milwaukee



REGISTRATIONS/CERTIFICATIONS

Architect in WI, MN, AZ, GA, IA, IL, IN, MI, ND, NE, OH, SD

Project Management Professional (PMP), Project Management Institute

LEED AP, U.S. Green Building Council

Architect, National Council of Architectural Registration Boards



PROFESSIONAL ASSOCIATIONS

American Institute of Architects, Member

Wisconsin Society of Architects, Member

U.S. Green Building Council, Member



LEVEL OF INVOLVEMENT

80% of current available time to dedicate to your project

MARK ZVITKOVITS AIA, LEED GREEN ASSOCIATE
PROJECT ARCHITECT | **SEH**

Mark will bring his knowledge of the fire services industry to the team and serve as the project architect. Mark is an architect with experience in architectural design and construction documents. Mark works with AutoCAD Architecture 2020 and Autodesk Revit Architecture 2020 on a variety of building project types varying in square footage and cost. Mark's responsibilities range from drafting schematic drawings through construction drawings and construction administration. He works on design calculations and layout, as-built drawings, cost estimating and provides shop drawing reviews.

EXPERIENCE

- North East Fire Station Design – Fitchburg, WI
- North West Fire Station Design – Fitchburg, WI
- Black River Falls Emergency Services Building – Black River Falls, WI
- Bain School Site Fire Station – Kenosha, WI
- Osceola Fire Station – Osceola, WI
- Maplewood North Fire Station – Maplewood, MN



Mark is a paid on-call fire fighter who can bring his first-hand experience of the fire services industry to the design and functionality of the Platteville Fire Department.



14
YEARS OF
EXPERIENCE



OFFICE LOCATION

Appleton, WI



EDUCATION

Bachelor of Science
Architecture
University of Wisconsin-Milwaukee



REGISTRATIONS/CERTIFICATIONS

Architect in WI
Firefighter I/HazMat Ops, Lakeshore
Technical College



LEVEL OF INVOLVEMENT

80% of current available time to
dedicate to your project

BRIAN BERGSTROM AIA, LEED AP, NCARB
ARCHITECTURAL DESIGNER/PROGRAMMING | **SEH**

Brian will be responsible for assisting the programming team with interior facility layout and site test fit planning and design. He is a project manager with experience leading teams in a variety of architectural related projects for both public and private clients. Brian's responsibilities include programming and development of the project design. Project types include fire stations, police facilities, EMS buildings, city halls, libraries, public works, office buildings, parks and recreation facilities and industrial/manufacturing facilities.

EXPERIENCE

- Buffalo Fire Station and Public Safety Training Tower – Buffalo, MN
- Maplewood Fire and Police Department South Station – Maplewood, MN
- New Fire Station – Sauk Rapids, MN
- Osceola Fire Station – Osceola, WI
- Fire Station 4 – Eden Prairie, MN
- Hoyt Lakes Fire and Police Station – Hoyt Lakes, MN
- Fire Station Improvements – Osseo, MN
- Madrid Emergency Services Building – Madrid, IA
- Maplewood North Fire Station – Maplewood, MN



24
YEARS OF
EXPERIENCE



OFFICE LOCATION

St. Paul, MN



EDUCATION

Bachelor of Science
Architecture
University of Minnesota-Minneapolis

Associate of Science
Architectural Drafting
Northwest Technical Institute -
Eagan, MN



REGISTRATIONS/CERTIFICATIONS

Architect in WI, IA, OK



LEVEL OF INVOLVEMENT

60% of current available time to
dedicate to your project

CHUCK LEIPZIG

FIRE DEPARTMENT OPERATIONS SPECIALIST | SEH

Chuck will work with design staff to optimize day-to-day operations.

He began his career in volunteer fire services and progressed through the ranks to the position of Fire Chief in Kenosha, where he was project manager of several programs, including the funding and building of two fire stations within the Kenosha Fire Department. He has extensive experience in national incident management systems, strategic planning, emergency government operations and succession planning within the fire service. Chuck understands improvements to facilities that can increase efficiencies, from apparatus bays and vehicle maintenance to dorms, training and administrative areas. He has executed long-term strategic plans to add staffing, consolidate, remodel and rebuild existing fire stations and negotiated professional service contracts with vendors and local firefighters' unions.

EXPERIENCE

- Fire Station No. 4 – Kenosha, WI
- Fire Station No. 3 HQ Study – Sheboygan, WI
- Oshkosh Fire Department Operations Analysis and Long Term Needs Assessment – Oshkosh, WI
- Police, EMS and Fire Department Master Plan – Prairie du Chien, WI



Chuck oversaw protective services in Kenosha

during a time of civil unrest in 2020 requiring multi-jurisdictional

and departmental cooperation.



32
YEARS OF
EXPERIENCE



OFFICE LOCATION

Appleton, WI



EDUCATION

Bachelor of Science
Public Administration
Mount Senario College

Associate, Fire Science
Mount Senario College -
Ladysmith, WI



LEVEL OF INVOLVEMENT

80% of current available time to
dedicate to your project

BEN WOLF PE

STRUCTURAL ENGINEER | SEH

Ben will be the lead structural engineer for this project. Ben is a structural engineer with 26 years of engineering experience in structural design of buildings and other structures. Ben applies broad structural expertise and creativity to develop innovative solutions to satisfy project programming and aesthetic needs. He prioritizes providing constructive structural input early in the design process to identify realistic design parameters and cost-effective structural options to accomplish projects goals.

EXPERIENCE

- Buffalo Fire Station and Public Safety Training Tower – Buffalo, MN
- Bain School Site Fire Station – Kenosha, WI
- North East Fire Station Design – Fitchburg, WI
- Fire Station Remodel and Sleeping Quarters Addition (Department of the Army) – Fort McCoy, WI
- Freedom Town Hall, Fire and Police Station – Freedom, WI
- Osceola Fire and Police Department – Osceola, WI
- Maplewood North Fire Station – Maplewood, MN



26
YEARS OF
EXPERIENCE



OFFICE LOCATION

Rochester, MN



EDUCATION

Master of Science
Engineering Mechanics
University of Missouri-Rolla

Bachelor of Science
Civil Engineering
University of Missouri-Columbia



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI, MN, IA



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

MOLLY WAGNER PLA

LANDSCAPE ARCHITECT | SEH

Molly will lead landscape architecture design on the project. Molly is a landscape architect and project designer with experience in educational, medical, cultural, residential, municipal, international and master planning projects. She provides effective communication with clients and contractors from concept to construction, leveraging the use of graphics such as rendered plans, sections, elevations, plant and material boards, as well as construction documents to convey design intent. Her time spent working in the Pacific Northwest instilled in her a passion for stormwater and creating sustainable landscapes. Molly is proficient in AutoCAD and the Adobe Creative Suite.

EXPERIENCE

- Bain School Site Fire Station – Kenosha, WI
- BLM Interagency Fire Building (Bureau of Land Management) – Montrose, CO
- Longmont Fire Stations 2 and 6 – Longmont, CO
- Crystal Valley Fire Station (Castle Rock Fire Department) – Castle Rock, CO
- Municipal Utility Facility (Black River Falls Municipal Utilities) – Black River Falls, WI



15
YEARS OF
EXPERIENCE



OFFICE LOCATION

Madison, WI



EDUCATION

Master of Landscape Architecture
University of Minnesota-Twin Cities

Bachelor of Arts
Biology
Gustavus Adolphus College - St. Peter, MN



REGISTRATIONS/CERTIFICATIONS

Landscape Architect in WI, CO, IN, OR



LEVEL OF INVOLVEMENT

50% of current available time to dedicate to your project

BRAD HARTJES PE, CFM

SENIOR PROJECT ENGINEER | raSMITH

For the Platteville Fire Station project, Brad will provide engineering design services. With 27 years of civil engineering experience, Brad has specialized in water resource, municipal and site development projects. He has focused extensively on water resource aspects, such as hydrologic and hydraulic analysis, comprehensive watershed studies, stormwater management reviews, flood control and flood improvement, and stormwater detention and compensatory storage determination.

EXPERIENCE

- Freedom Fire Station – Freedom, WI
- Fire Station No. 4 – City of Kenosha, WI
- Kaukauna Phase IV Public Works Expansion – Kaukauna, WI
- Green Bay Drainage Study – Green Bay, WI
- Southpoint Commerce Park Expansion – Appleton, WI
- French Road Urbanization – Appleton, WI
- Stormwater and Erosion and Sediment Control Review – Appleton, WI
- Lightning Drive Extension Over Apple Creek North and Apple Creek Northeast – Appleton, WI



27
YEARS OF
EXPERIENCE



OFFICE LOCATION

Appleton, WI



EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin-Platteville



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI and IL

Certified Floodplain Manager,
Association of State
Floodplain Managers



LEVEL OF INVOLVEMENT

50% of current available time to dedicate to your project

RILEY STONE PE
CIVIL ENGINEER | raSMITH

Riley will provide engineering design services. Riley officially joined raSmith’s municipal services division after graduating from the University of Wisconsin-Milwaukee in May 2017, although he had been working with the firm as a co-op since 2015. During his time at raSmith, Riley has assisted engineering staff with a variety of projects but his projects have primarily focused on municipal roadway, stormwater and sanitary sewer flow monitoring efforts.

EXPERIENCE

- Bay Lane Drive Reconstruction – Muskego, WI
- Kenosha Regional Airport Improvements – Kenosha, WI
- Calhoun Road Reconstruction (State of Wisconsin) – Brookfield, WI
- Reck South Ravine Stabilization – Somers, WI
- CTH K Culvert Replacement – Kenosha County, WI
- Clover Drive Crossing Replacement – Sussex, WI



5
YEARS OF
EXPERIENCE



OFFICE LOCATION

Brookfield, WI



EDUCATION

Bachelor of Science
Civil Engineering
University of Wisconsin-Milwaukee

Bachelor of Science
Physics
University of Wisconsin-La Crosse



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

JOHN CASUCCI PLS
SURVEY LAND DEVELOPMENT MANAGER | raSMITH

John will provide surveying services for this project. John has more than 30 years of experience on a wide range of surveying projects, including boundary, aerial, construction, topographic and control surveying. He is responsible for project management, project research and setup, calculations, plan review and quality control. In addition, John prepares subdivision and condominium plats, certified survey maps and ALTA/NSPS Land Title Surveys. He is very experienced in the use of AutoCAD, Civil 3D, Land Development Desktop and Microsoft Office software.

EXPERIENCE

- Fair Park Business Center – West Allis, WI
- Franklin Business Park – Franklin, WI
- Milwaukee County Research Park (Milwaukee County Research Park) – Wauwatosa, WI
- New Berlin Business Park – New Berlin, WI
- Pabst Farms – Oconomowoc, WI
- Towne Corporate Park of Granville – Milwaukee, WI
- Towne Corporate Park – New Berlin, WI



30
YEARS OF
EXPERIENCE



OFFICE LOCATION

Brookfield, WI



EDUCATION

Bachelor of Science
Civil & Environmental Engineering
Surveying Option
University of Wisconsin-Madison



REGISTRATIONS/CERTIFICATIONS

Professional Land Surveyor in WI, IL
and IA



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

RYAN MANN

ENGINEERING TECHNICIAN | raSMITH

Ryan will provide engineering design services for this project. Ryan has 18 years of experience in design and construction for municipal and transportation projects. He has additional experience in site planning for municipal projects. Ryan's design experience includes storm sewer, sanitary sewer, water main and roadways. His responsibilities include plan and exhibit preparation.

EXPERIENCE

- Kaukauna Municipal Building Site Plan Design – Kaukauna, WI
- Salem Lakes Highway and Fire Facility – Salem Lakes, WI
- Fire Station No. 4 – Kenosha, WI
- Kaukauna Fire Station – Kaukauna, WI
- Town Hall and Safety Building – Freedom, WI
- Power Canal Trail – Kaukauna, WI
- Bay Lane Road Reconstruction – Muskego, WI
- Sheboygan Road Multi-Family Development – Cedarburg, WI



18
YEARS OF
EXPERIENCE



OFFICE LOCATION

Brookfield, WI



EDUCATION

Associate Degree in Civil Engineering
Moraine Park Technical College



REGISTRATIONS/CERTIFICATIONS

PCCTec I/IA



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

RANDY ALL PE

PRESIDENT | **FREDERICKSEN ENGINEERING**

Randy will be the lead mechanical designer for this project. Randy is the President of the firm and has brought important and significant understanding of the design and installation of HVAC systems since joining FEI in 1999. His extensive and varied experience in construction and consulting, coupled with a solid engineering background, provides valuable insights to projects as they develop. His engineering degree provided the opportunity to work as a mechanical engineer, a project design engineer and as a design/build HVAC engineer in the building industry. His life experiences bring to the table a finer understanding of the construction process from the point of view of the clients he serves. He also continues to serve as a senior project engineer and is a valuable resource to the project engineers in the firm.

EXPERIENCE

- Kaukauna Fire Station – Kaukauna, WI
- East Fire Station – Fitchburg, WI
- West Fire Station – Fitchburg, WI
- Bain School Site Fire Station – Kenosha, WI
- New Fire Station Schematic Design – Greenville, WI
- De Pere Fire Station – De Pere, WI
- Kenosha Fire Station No. 4 Alterations – Kenosha, WI



31
YEARS OF
EXPERIENCE



OFFICE LOCATION

Mequon, WI



EDUCATION

Bachelor of Science
Mechanical Engineering
University of Wisconsin-Platteville



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI, IA, IL, IN,
MI, MN, MO, OH and SD



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

JASON TESTIN

VICE PRESIDENT | **FREDERICKSEN ENGINEERING**

Jason will provide mechanical engineering design services. Jason is the Vice President of the firm and is also part of the next generation of highly skilled engineers representing Fredericksen Engineering. An attention to detail is an inherent trait of all engineers, but continuity is a rare and valuable commodity in the industry. Jason is the third generation to oversee the design, development and implementation of their construction plans and documents. He has broad experience with a variety of project types, including municipal buildings, schools, hospitality, manufacturing, water parks and even a monastery. Jason has created his own legacy with the firm involving all aspects of a successful project. He originates designs, makes equipment specifications and brings knowledge and judgment to every project he oversees. Jason has taken a lead role within the firm with respect to the design of geothermal heat pump systems. As these systems develop and gain greater acceptance in the community, Jason is expanding on his knowledge and understanding of the technologies involved.

EXPERIENCE

- Kaukauna Fire Station – Kaukauna, WI
- East Fire Station – Fitchburg, WI
- West Fire Station – Fitchburg, WI
- Bain School Site Fire Station – Kenosha, WI



22
YEARS OF
EXPERIENCE



OFFICE LOCATION

Mequon, WI



EDUCATION

Bachelor of Science
Mechanical Engineering
Tri-State University-
Angola, IN



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

LAURA GILBERT PE

SENIOR ELECTRICAL ENGINEER | **MSA**

Laura will provide electrical engineering design services. Laura has more than 20 years of experience in electrical design for commercial buildings. Lighting design is her passion, and she is also well-versed in electrical distribution and fire alarm and telecommunications design. She has provided electrical design for numerous LEED-certified buildings, including two Platinum-certified buildings. Laura's favorite part of a project is walking into a finished space and seeing how her design went from concept to reality, ready to be utilized. Key project experience includes schools, libraries, churches and public safety buildings.

EXPERIENCE

- Mt. Horeb Fire and Police Station – Mt. Horeb, WI
- Kenosha Fire Stations No. 1 and 4 – Kenosha, WI
- Kaukauna Municipal Building – Kaukauna, WI
- Kaukauna Fire Station – Kaukauna, WI
- Fitchburg Fire Station – Fitchburg, WI



22
YEARS OF
EXPERIENCE



OFFICE LOCATION

Kiel, WI



EDUCATION

Bachelor of Science
Architectural Engineering
Milwaukee School of Engineering



REGISTRATIONS/CERTIFICATIONS

Professional Engineer in WI



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

JUSTIN MONK DES
SENIOR PLUMBING DESIGNER | **MSA**

Justin will provide plumbing design services. Justin has been designing plumbing systems in the state of Wisconsin since 2006. Prior to his design career, he had 11 years of field experience in plumbing and mechanical systems as a tradesman. He is well-versed in Wisconsin and Illinois IPC/UPC-based plumbing codes and has high familiarity with UBC, IBC, NFP and HVAC design codes. Justin has extensive work experience in the healthcare, corporate/retail, municipal and school markets.

EXPERIENCE

- Kenosha Fire Station No. 4 – Kenosha, WI
- Fond du Lac Fire Station No. 1 Addition – Fond du Lac, WI
- Lindstrom Fire Hall Design – Lindstrom, MN



5
YEARS OF
EXPERIENCE



OFFICE LOCATION

Milwaukee, WI



EDUCATION

Plumbing Certificate
Waukesha County Technical College

Architecture and Urban Planning
University of Wisconsin-Milwaukee



REGISTRATIONS/CERTIFICATIONS

Registered Designer of Engineering
Systems (Plumbing), WI



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project

DOUG HOLMBERG PE, CPE, MBA
SENIOR COST ESTIMATOR | **PPM**

Doug will perform independent cost estimating services to assist with alternative selections, provide value engineering and reliable cost estimates and cost control of the improvements. Doug is a registered professional civil engineer with 34 years of highly diverse experience as a construction manager and on-site project engineer in the areas of fast-track, design-build, build-to-suit new construction and renovation/expansion, government contracting and environmental related construction. He is also a registered professional construction cost estimator and an MBA graduate, providing a complement of expertise, experience and education that few can match.

EXPERIENCE

- Maplewood South Fire Station – Maplewood, MN
- Maplewood North and Central Fire Station Additions and Remodeling – Maplewood, MN
- Fire Station Renovation and Expansion – Mendota Heights, MN
- Eagan New Fire Station No. 1 – Eagan, MN
- New Fire Station No. 2 – Lino Lakes, MN



46
YEARS OF
EXPERIENCE



OFFICE LOCATION

St. Paul, MN



EDUCATION

Masters of Business Administration
University of St. Thomas
St. Paul, MN

Bachelor of Science
Civil Engineering
University of Wisconsin-Platteville



REGISTRATIONS/CERTIFICATIONS

Registered Professional Construction
Cost Estimator



LEVEL OF INVOLVEMENT

40% of current available time to
dedicate to your project

SCHAWN JUBERT WRID L LEED AP ID&C
SENIOR INTERIOR DESIGNER | **ATMOSPHERE**

Schawn will lead interior design. Schawn is a professional commercial interior designer with more than 30 years of experience in the commercial furniture and design industry. She assists clients in understanding of how people with a purpose can work effectively in their work environment. Schawn makes it a priority to stay current on new product innovations and strives to apply these products to all design opportunities. Schawn is a team player and looks forward to the next creative challenge.

EXPERIENCE

- Maplewood North Fire Station – Maplewood, MN
- Freedom Town Hall, Fire and Police Station – Freedom, WI
- West Office Facility 2 Interior Renovations (Kimberly Clark) – Neenah, WI
- Green Bay Water Utility Office Renovation/Expansion – Green Bay, WI
- Addition and Remodel of Existing Office Building for the International Union of Operating Engineers (IUOE Local 139) – Appleton, WI



30
YEARS OF
EXPERIENCE



OFFICE LOCATION

De Pere, WI



EDUCATION

Bachelor of Arts
Interior Design
University of Wisconsin-Stevens Point



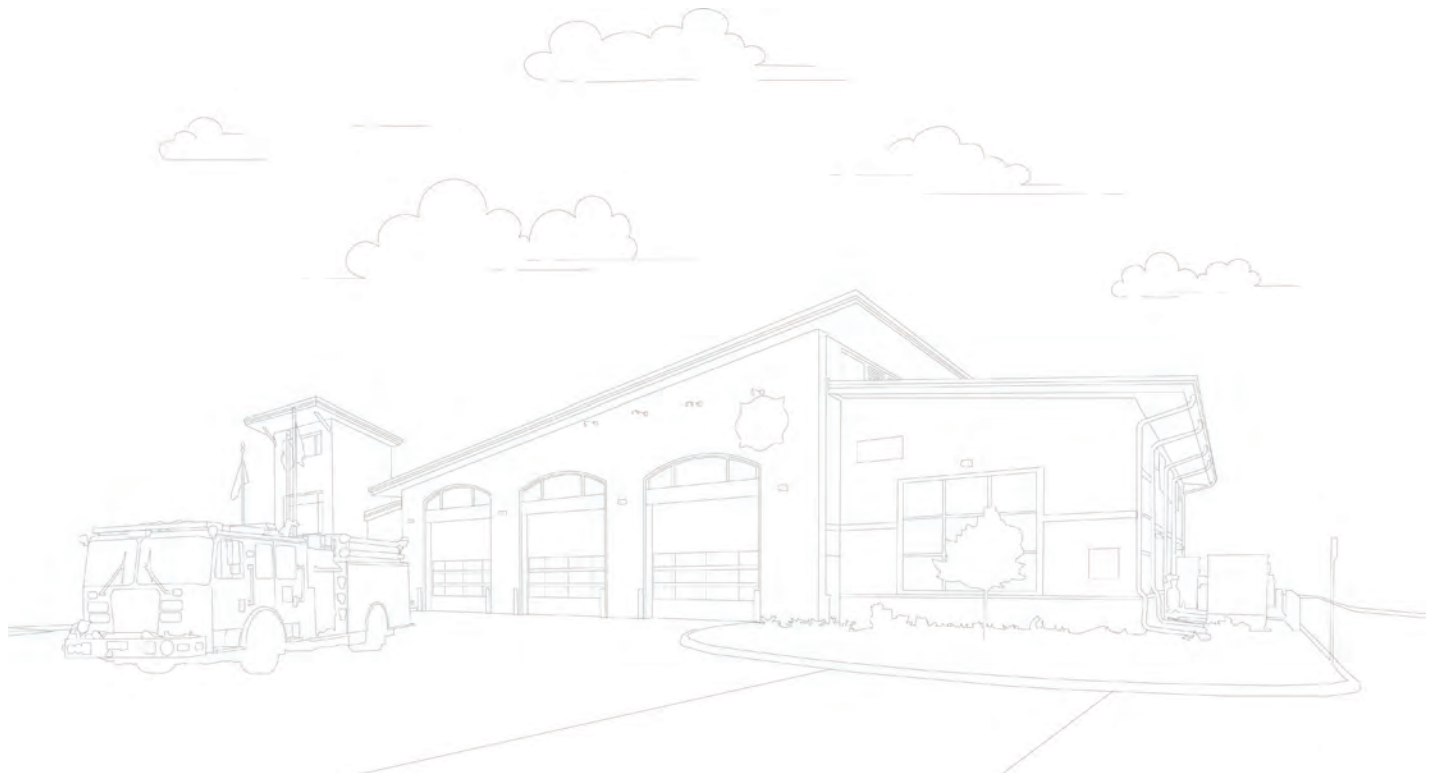
REGISTRATIONS/CERTIFICATIONS

Certified Leadership in Energy and
Environmental Design with ID&C



LEVEL OF INVOLVEMENT

50% of current available time to
dedicate to your project





**PROPOSED
SERVICES**

 |

Proposed Services

Based on our understanding of community and departmental needs, our team is prepared to get to work on this project immediately. Our plan to deliver this project in a timely and cost-efficient manner is outlined below and on the pages to follow.

SUMMARY OF SERVICES

PHASE ① PLANNING

- Project Kickoff: Introductions, roles and responsibilities, develop schedule and key milestone dates, discuss budget and goals for the project
- Review of previously completed Facilities Study (2021 PFD Comprehensive Analysis Report)
- Conduct space programming for the building interior
- Facilitate staff meetings to develop building components
- Make recommendations regarding sustainable options as prescribed by LEED standards
- Create collateral materials to illustrate the Conceptual Design (Floor and site plans, elevations, renderings, schedules and schematic cost estimates)
- Make recommendations regarding alternate materials, methods and features that offer cost savings while maintaining quality
- Make recommendations for the potential to have additional training areas to accommodate a partnership with SSWTC
- Make recommendations for potential shared space for other service based organizations
- Provide meeting materials and exhibits to gain approval of the Common Council prior to proceeding to Phase 2
- Assist the City with the selection of a Construction Manager (if applicable)

PHASE ② DESIGN

- Prepare all construction documents, specifications and final schedules and cost estimates
- Attend applicable public meetings associated with review and approval of the design
- Use the final design documents to gain approval of the Common Council prior to proceeding to Phase 3

PHASE ③ BIDDING

- Prepare all bid documents and specifications for bidding the project
- Respond to questions from the prospective bidders during the bid process
- Prepare and distribute necessary addenda and revise the plan holders list during the bid process
- Evaluate the submitted bids and make recommendations to the City for Contract award

PHASE ④ CONSTRUCTION ADMINISTRATION

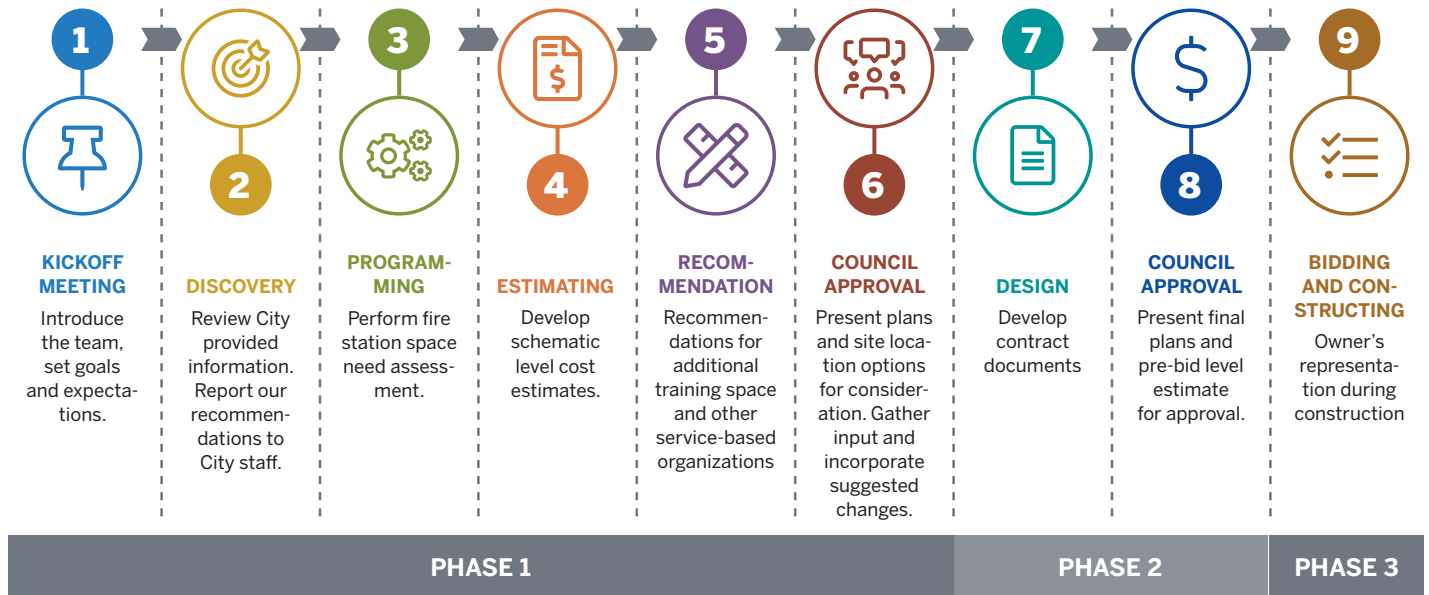
- Coordinate all construction administration services through the City of Platteville and owner's representative (CM), who will lead the construction administration effort

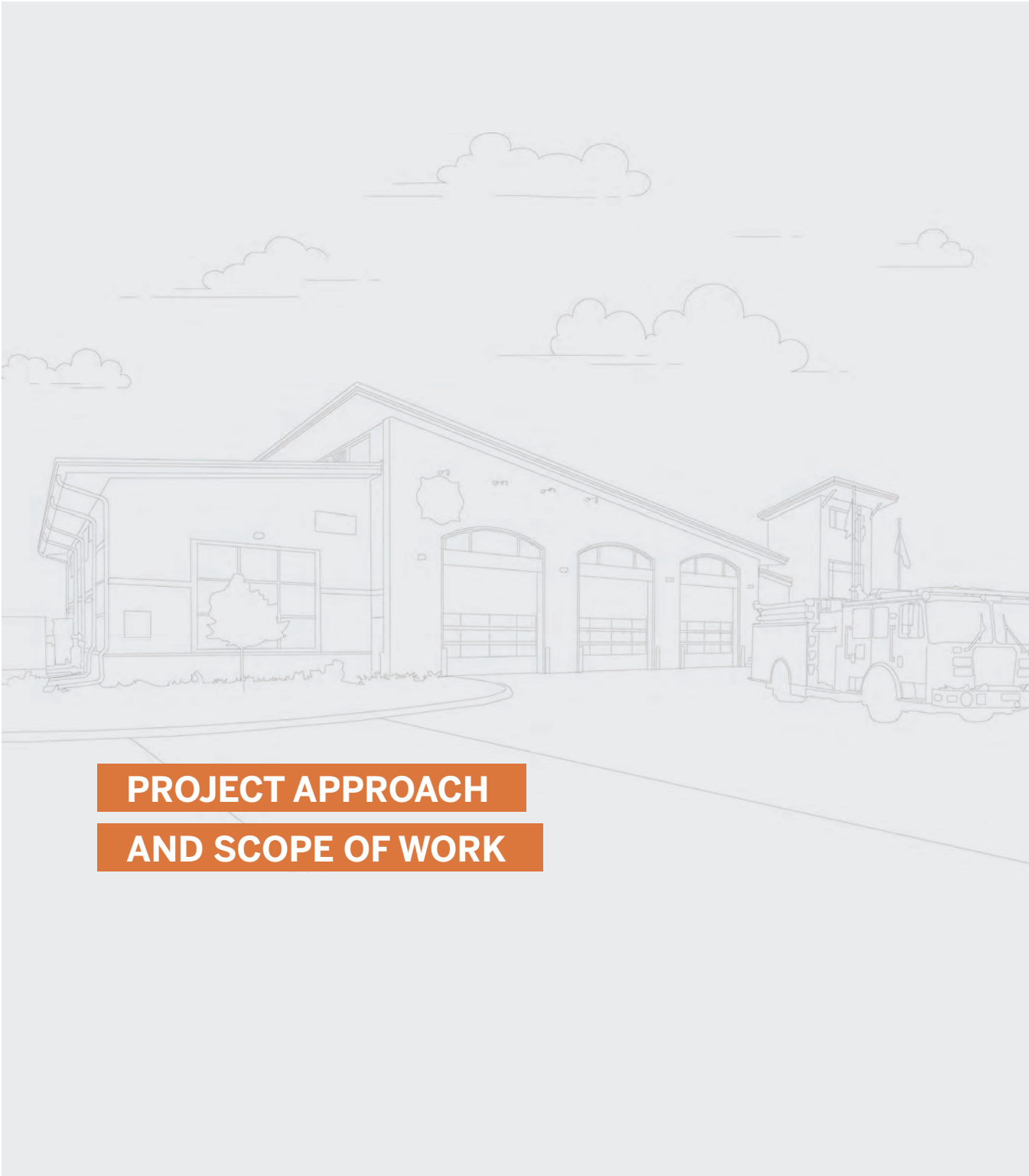
SCHEDULE

TASK	2022												2023				2024		
	M	A	M	J	J	A	S	O	N	D	J	F	M	J	F	M			
Proposals Due	x																		
Project Award		x																	
Contracting A/E Services		x																	
Phase 1 – Planning			x	x	x														
Phase 2 – Design						x	x	x	x	x	x								
Phase 3 – Bidding												x							
Phase 4 – Construction Admin.													x	x	x	x			

PROCESS FLOWCHART

Our process for completing the work on this project is summarized below.





**PROJECT APPROACH
AND SCOPE OF WORK**



Project Approach and Scope of Work

The City of Platteville recently determined the need for a new fire station to serve its population for the next 50 years. Based on our understanding of the City's scope of services provided in the RFP, as well as the experience we have acquired from work on more than 100 fire stations, we have developed an approach to deliver our design services, which is outlined on the following pages.

SCOPE AND APPROACH

KICKOFF

Project kickoff meeting (all key team members)

- Introductions
- Discuss roles and responsibilities
- Understand decision making process
- Discuss schedule and tasks to be completed
- Discuss budget and potential funding sources

PHASE 1 – PLANNING (ALL DISCIPLINES)

- **Develop strategy/schedule and work flow with design team and Owner**
- The Architect will conduct a review of the already completed Facilities Study for City of Platteville Fire Department as part of their background for the project planning.
- Using industry standards, project experience and input from City Staff, the Architect will conduct appropriate space programming for the building interior, including basic information such as sizes, space requirements, workflows, activities and special uses.
- The Architect will facilitate meetings with City Staff as needed to develop basic components and planning of the building program, including building systems, equipment, materials and code compliance to support service needs.
- The Architect will make recommendations regarding sustainable options to consider in the construction of

the Facility as prescribed by Leadership in Energy and Environmental Design (LEED) standards.

- The Architect will create and provide schematic site plan sketches, elevations, renderings, schematic cost estimates and conceptual project schedules as necessary to create the conceptual project design.
- The Architect will make recommendations regarding alternative materials, construction methods or design features that offer potential cost savings while meeting desired quality standards.
- The Architect will make recommendations regarding the potential to have additional training space/ training tower added to the facility to accommodate a partnership with Southwest Wisconsin Technical College.
- The Architect will make recommendations regarding the potential for additional space to be added for utilization by other service-based organizations.
- Once the Common Council has accepted the recommended conceptual design as outlined here within Phase 1, then the Architect shall proceed to Phase 2.

PHASE 2 – DETAIL DESIGN (ALL DISCIPLINES)

Prior to this phase beginning, the team will review and revise any information that was gathered during the common Council review and presentation.

- The Architect shall prepare all construction documents, civil engineering plans, specifications, final construction cost estimates and final timelines for completion of the project.

- The Architect will attend all applicable public meetings associated with the review and approval of the proposed design.
- Once the Common Council has accepted the recommended final design as outlined here within Phase 2, then the Architect shall proceed to Phase 3.

During detail design, the building materials, systems and enhanced functional and operational adjacencies are refined. The design process integrates stakeholders' input responding to environmental, lifecycle cost, security issues, and budget and schedule considerations. Based upon the approved schematic design, the schematic architectural, landscape and civil concepts will be developed with consideration of sustainability, lifecycle maintenance and durability, phasing, budget, schedule and constructability.

PHASE ③ – BIDDING (ALL DISCIPLINES)

Upon approval of detail design documents, the SEH team will proceed with assisting the City of Platteville in bidding the project to qualified general contractors.

- The Architect shall prepare all the bid documents and specifications suitable for public bidding according to applicable standards.
- The Architect shall respond to all questions posed by prospective bidders during the construction bid process.
- The Architect shall also prepare and distribute any necessary addenda, distribute plans and bid documents, and keep a record of the plan holder's list.
- The Architect shall make a recommendation to the City on bid award considering their evaluation of the bids based on bidders' qualifications, compliance with bid requirements and price.

PHASE ④ – CONSTRUCTION ADMINISTRATION (ALL DISCIPLINES)

① Coordinate all construction administration services through the City of Platteville and owner's representative (CM), who will lead the construction administration effort.

- Review shop drawings and material submittals
- Respond to contractor questions/RFIs throughout the construction process
- Attend bi-weekly construction meetings and site observations
- Provide field observation reports to Owner, CM and contractor
- Issue clarifications as needed
- Attend construction progress meetings in person every other week throughout duration of construction

② Project Closeout

- Conduct final walk through inspection
- Develop punch list
- Issue certificate of compliance with state and local authority having jurisdiction
- Assist with commissioning and training
- Generate final record drawings, based on as-built documentation from contractor
- Attend 11-month warranty walk through following construction completion

WHY SEH?

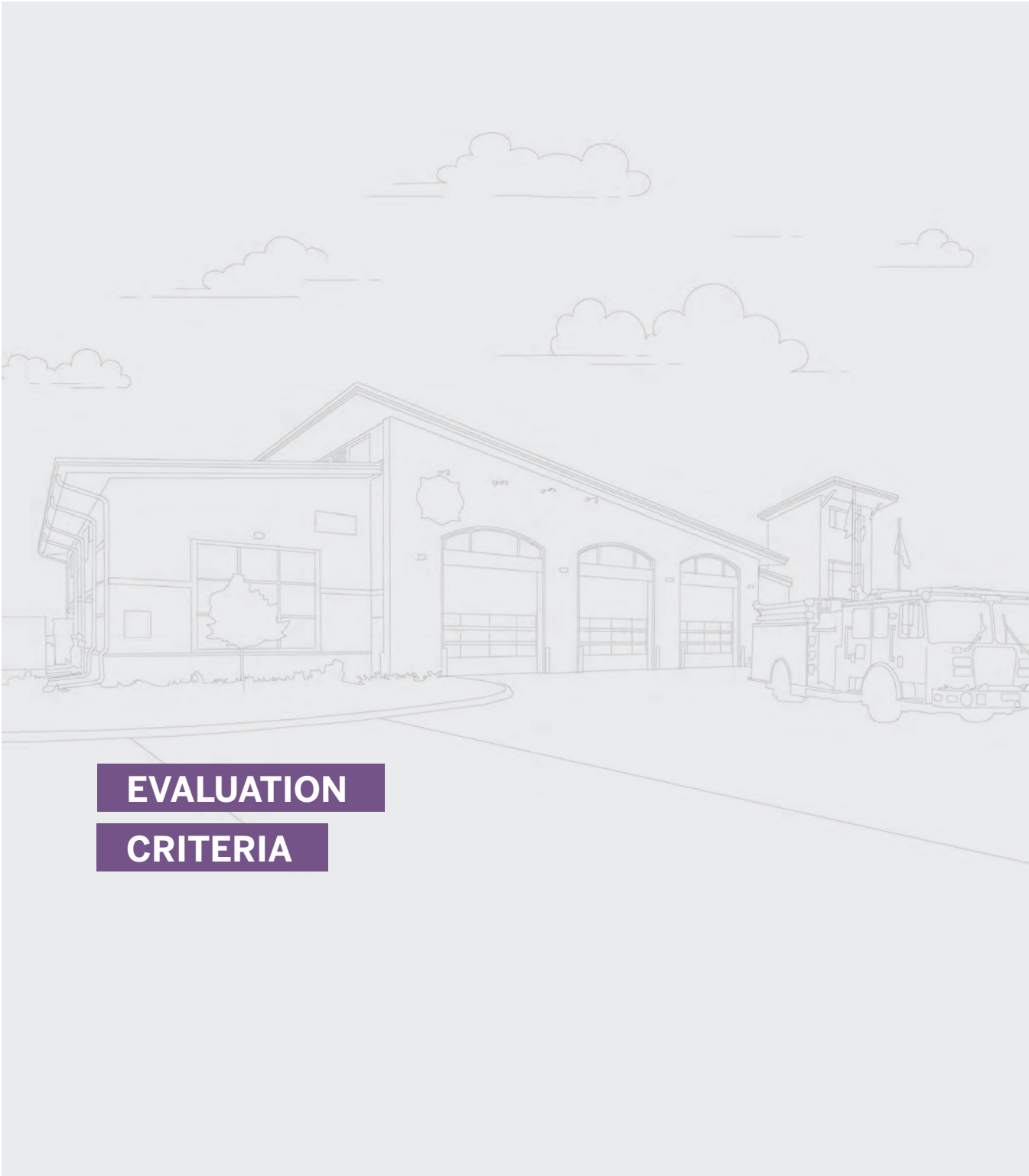
SEH and our design team partners are responding to this RFP because we have the experience, skills, knowledge and expertise to deliver a highly functional, cost-effective and efficient fire station. Below are the top 10 reasons we feel SEH is uniquely qualified:

- ① Public safety buildings are 80% of our work. They are nearly all we do.
- ② Our Appleton architects are currently working on seven fire station projects in different phases of design and construction. Our St. Paul and Denver architects are working on four stations. Internally, we collaborate with these architects to provide greater depth of resources and expertise when programming and designing public safety facilities.
- ③ We have volunteer fire fighters and previous fire chiefs on our architectural staff – they bring a pragmatic, logical perspective to our programming and designs because they live and work in these buildings as a second career.
- ④ We understand the unique needs of the fire industry and the staff who occupy the building.
- ⑤ All of our designs incorporate training props in the architecture and provide opportunities to train onsite. This reduces training costs and the inconvenience of traveling to conduct and participate in necessary recertification and mandatory training. These training amenities are typically added for little or no cost to the building and site.
- ⑥ The entire SEH architectural design team are LEED Accredited Professionals who will bring sustainable design practices to the programing of the building. Currently, the seven fire stations we are working on and the four recently completed stations employ sustainable and energy saving features.
- ⑦ The proposed project manager is also an accredited Project Management Professional (PMP). The added value that this accreditation brings to the project process is key to the initiating, planning, executing, controlling and closing of the project.
- ⑧ We have a very successful track record and strong working relationship with our consulting partners. Together, we have completed tens of millions of dollars of construction projects – specifically fire and police stations in the last three years.
- ⑨ We are passionate about these building types, we are poised to begin work immediately and we understand the nuances of the politics that often determine and influence the outcome of these types of facilities.
- ⑩ SEH is proud to serve those who serve. We respect the men and women in the fire services industry and make it our passion to deliver best in class facilities to these emergency services professionals.



Mark Zvitkovits, SEH architect, is a volunteer fire fighter who can bring his firsthand experience of the fire services industry to the design and functionality of the Platteville Fire Station project.

**We have assembled a team of professionals
who specifically focus on fire station and
emergency services building design.**



EVALUATION

CRITERIA

Evaluation Criteria

Our team has designed fire stations for communities across Wisconsin, and we are eager to share our qualifications with you. With this document, we have illustrated how we meet and exceed the evaluation criteria defined in the RFP. This overview briefly summarizes our team's experience with similar facilities and approach to design and construction.

EXPERIENCE WITH SUSTAINABLE DESIGN



Trevor Frank, LEED AP



Mark Zvitkovits, LEED Green Associate



Brian Bergstrom, LEED AP

All three of the architects assigned to the design of the Platteville project are LEED Accredited Professionals.



Marshfield: LEED Gold



Eagan: Green Globes



Kaukauna and both Fitchburg stations perform above LEED Silver.



Maplewood Stations 1 and 4: Designed to the IGCC

EXPERIENCE WITH CM

The projects below were all delivered under a construction manager/owner/architect delivery method.



Fitchburg East and West Stations



Black River Falls Emergency Services



Maplewood Fire Station



Osceola Discovery Center-New Library and Village Hall

STAYING WITHIN BUDGET

Estimated vs. Actual

PROJECT	ESTIMATED	ACTUAL	DIFFERENCE
Kaukauna Fire Station	\$6,770,000	\$6,600,000	(\$170,000) 2.5%
Freedom Town Hall, Fire and Police Station	\$8,700,000	\$8,300,000	(\$400,000) 4.8%
North East Fire Station	\$6,500,000	\$6,400,000	(\$100,000) 1.5%
North West Fire Station	\$5,500,000	\$5,100,000	(\$400,000) 7.8%
Bain School Fire Station	\$7,000,000	\$6,600,000	(\$400,000) 6.0%
Kaukauna Police & City Hall	\$8,000,000	\$7,595,000	(\$405,000) 5.3%

ABILITY TO COMMUNICATE



10 Trends Transforming Fire Station Planning & Design

Our staff recently published **10 Trends Transforming Fire Station Planning & Design**, an eBook on future-proofing fire stations, and our team has written white papers on the latest design topics.

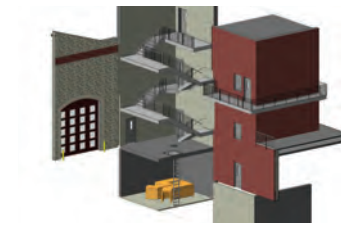
Check these references to see how we communicate with committees and common councils.

- 1 Mike Stanley, Fire Chief, City of Oshkosh
920.236.5235 | mstanley@ci.oshkosh.wi.us
- 2 Tad Beutin, Fire Chief, Prairie du Chien Fire Department
608.326.4365 | fire@prairieduchien-wi.gov
- 3 Chris Bigley, Fire Chief, City of Kenosha
262.653.4100 | cbigley@kenosha.org

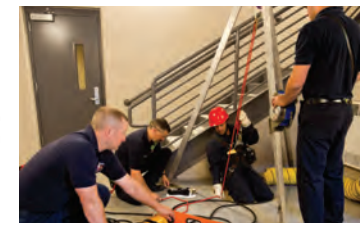
SCOPE AND PROJECT APPROACH

We approach each project individually based on the community, budget and input from the City and Department. Our tailored approach to this project is outlined on p. 23.

DESIGN EXPERIENCE WITH FIRE STATIONS, COMMUNITY ROOMS AND TRAINING CENTERS



Cut-away of training tower



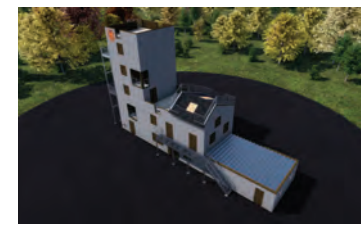
Confined entry training



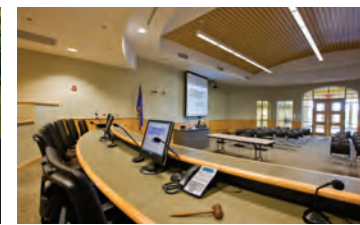
Live burn box/training facility



Extrication training



Tactical training tower/classroom



Community and board room



Community room and council chambers



Senior meal site

FIRE STATIONS OF 15,000-30,000 S.F.



Kenosha Station 1: 23,895 s.f.



Kenosha Station 4: 29,344 s.f.



Elkhart Lake: 17,000 s.f.



Fitchburg NW: 23,951 s.f.



Fitchburg NE: 26,832 s.f.



Kaukauna: 29,174 s.f.



Bellevue: 30,685 s.f.



Maplewood: 31,000 s.f.

EXPERIENCE OF KEY PERSONNEL



Trevor Frank



Mark Zvitkovits



Brian Bergstrom



Chuck Leipzig



Click or scan to view live progress of Kenosha Station 4 construction.



Kaukauna: 29,174 s.f. - \$6,554,600 delivered one month ahead of schedule and under budget



Maplewood: 31,000 s.f. - \$8,300,000 scheduled to be delivered on time and under budget



Kenosha Station 1: 23,895 s.f. - \$5,250,000 delivered one month ahead of schedule and under budget



Kenosha Station 4: 29,344 s.f. - \$9,260,000 scheduled to be delivered ahead of schedule and under budget

Building a Better World for All of Us[®]

Sustainable buildings, sound infrastructure, safe transportation systems, clean water, renewable energy and a balanced environment. Building a Better World for All of Us communicates a company-wide commitment to act in the best interests of our clients and the world around us.

We're confident in our ability to balance these requirements.

JOIN OUR SOCIAL COMMUNITIES



Appendix A

Fee Proposal Form

Further explanation and Phase 4 Fees are provided on the following page.

Enter Amount

Phase 1 – Planning \$ 196,000 / 227,500 / 262,500 / 273,000

- i. The Architect will conduct a review of the already completed Facilities Study for City of Platteville Fire Department as part of their background for the project planning.
- ii. Using industry standards, project experience, and input from City Staff, the Architect will conduct appropriate space programming for the building interior including basic information such as sizes, space requirements, workflows, activities, and special uses.
- iii. The Architect will facilitate meetings with City Staff as needed to develop basic components and planning of the building program, including building systems, equipment, materials, and code compliance to support service needs.
- iv. The Architect will make recommendations regarding sustainable options to consider in the construction of the Facility as prescribed by Leadership in Energy and Environmental Design (LEED) standards.
- v. The Architect will make recommendations regarding alternative materials, construction methods, or design features that offer potential cost savings while meeting desired quality standards.
- vi. The Architect will create and provide schematic site plan sketches, elevations, renderings, schematic cost estimates, and conceptual project schedules as necessary to create the conceptual project design.

Phase 2 – Design \$ 224,000 / 260,000 / 300,000 / 312,000

- i. The Architect shall prepare all construction documents, civil engineering plans, specifications, final construction cost estimates, and final timelines for completion of the project.
- ii. The Architect will attend all applicable public meetings associated with the review and approval of the proposed design.

Phase 3 – Bidding \$ 28,000 / 32,500 / 37,500 / 39,000


- i. The Architect shall prepare all the bid documents and specifications suitable for public bidding according to applicable standards.
- ii. The Architect shall respond to all questions posed by prospective bidders during the construction bid process.
- iii. The Architect shall also prepare and distribute any necessary addenda, distribute plans, and bid documents, and keep a record of the plan holder's list.
- iv. The Architect shall make a recommendation to the City on bid award considering their evaluation of the bids based on bidders' qualifications, compliance with bid requirements, and price.

Phase 4 - Construction Administration

\$ 112,000 / 130,000 / 150,000 / 156,000

Total Proposed Architectural Fee (Items 1 – 3)

\$ 560,000 / 650,000 / 750,000 / 780,000



Signature

3/31/22
Date

Trevor Frank AIA, LEED AP®, NCARB, PMP, Principal in Charge and Project Manager

Fee Proposal

Based on our understanding that the budget for this facility will fall between \$8 and 13 million, we have developed four different design fee structures to provide flexibility as you determine the final budget. Each fee includes construction administration, as well as the three main tasks included on the previous page.

	IF THE STATION COST IS:	\$8,000,000	\$10,000,000	\$12,000,000	\$13,000,000
THE ARCHITECTURAL FEE FOR EACH PHASE IS:	Phase 1	\$196,000	\$227,500	\$262,500	\$273,000
	Phase 2	\$224,000	\$260,000	\$300,000	\$312,000
	Phase 3	\$28,000	\$32,500	\$37,500	\$39,000
	Phase 4	\$112,000	\$130,000	\$150,000	\$156,000
TOTAL FEE		\$560,000	\$650,000	\$750,000	\$780,000

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: ACTION ITEM NUMBER: VI.C.	TITLE: BIL 2023-2026 Considerations	DATE May 24, 2022 VOTE REQUIRED: Majority
PREPARED BY: Howard B. Crofoot, P.E., Director of Public Works		

Description:

The DOT has a Bipartisan Infrastructure Law (BIL) grant window for 2023 – 2026 projects due as of June 3, 2022. These projects can be full reconstruction, including design costs, street and storm sewer reconstruction. When the DOT means 2023 – 2026, they are looking at bidding the projects in August or September of the year listed with construction the year following. Example: To DOT, a 2023 project means bidding in August 2023 and construction in 2024. If we are to include our current streets in the CIP, then the CIP from 2024 – 2027 (construction year) should be included.

Based on the guidance from the Worksession on May 10, 2022, Staff is proposing to include the entire 2023 – 2026 CIP list of projects: Jefferson, Grace, Sowden, Henry, Ann, Division, one block of Union, Jewett, Camp, and Seventh. These are all STP-L streets except Camp Street, which is an STP-U street.

Staff also recommends the STP-U project for East Main Street from Water to Broadway for the 2026 project year. This will allow the new Fire Station to be built and the vehicles transferred to the new facility before this project starts.

Budget/Fiscal Impact:

These grants are 80/20 grants for design and construction of street and storm sewer work. Any water or sanitary sewer work will need to be funded by the Water & Sewer rate payers. Per the attached spreadsheet, we will retire \$1,355,000 in General Fund principal in 2023. If we consider the cost of these proposed projects, the proposed cost share is \$1,397,250 – only \$42,250 more than the amount paid off that year. Staff is proposing that the City borrow the additional funds for 2023 to complete the entire CIP. During budget discussions for 2024, the Common Council could decide whether to continue the street construction program with streets from the “unfunded” list, or establish different priorities, or decide to defer additional projects for a year or two.

The East Main Street project cost is a little over \$1.2 million for street/storm sewer work. At 20%, the city would need to borrow/levy for a little over \$240,000. The Utility would need to borrow about \$570,000 for water and sewer work.

Recommendation:

Staff recommends authorizing the submission of the 2023 – 2026 CIP projects as proposed BIL projects and include East Main Street from Water to Broadway for 2026 construction.

Sample Affirmative Motion:

“I move to approve Staff submitting the current 2023 – 2026 CIP list of street projects as proposed BIL projects and include East Main Street from Water to Broadway for construction no earlier than 2026.”

Attachments:

- Spreadsheet with 2023-2026 CIP streets and projected costs.

Current City of Platteville CIP Plan 2022-2026

2023						
Project	GO Borrowing	Cap. Proj. Levy	Water Fund	Sewer Fund	Grant Funding	Receiving BIL Funding
Jefferson Street Reconstruction	\$ 1,280,000.00	0	\$ 670,000.00	\$ 630,000.00		\$ 405,000.00
GF Remaining	\$ 75,000.00		\$ 877,500.00	\$ 810,000.00		Possible funding of \$375,000 Project

2024						
Project	General Fund Borrowing	Cap. Proj. Levy	Water Fund	Sewer Fund	Grant Funding	20% BIL Funding Potential
Grace Street Reconstruction	\$ 665,000.00		\$ 170,000.00	\$ 160,000.00		\$ 96,000.00
			\$ 208,000.00	\$ 192,000.00		
Henry Street Reconstruction	\$ 410,000.00		\$ 185,000.00	\$ 175,000.00		\$ 105,000.00
			\$ 227,500.00	\$ 210,000.00		
Sowden Street Reconstruction	\$ 210,000.00	\$ 265,000.00	\$ 210,000.00	\$ 195,000.00		\$ 120,000.00
			\$ 260,000.00	\$ 240,000.00		

2025						
Project	General Fund Borrowing	Cap. Proj. Levy	Water Fund	Sewer Fund	Grant Funding	20% BIL Funding Potential
Ann Street Reconstruction	\$ 294,500.00		\$ 128,250.00	\$ 121,125.00		\$ 71,250.00
			\$ 154,375.00	\$ 142,500.00		
Division Street Reconstruction	\$ 556,760.00		\$ 242,460.00	\$ 228,990.00		\$ 135,000.00
			\$ 292,500.00	\$ 270,000.00		
Union Street Reconstruction	\$ 229,400.00		\$ 99,900.00	\$ 94,350.00		\$ 56,250.00
			\$ 121,875.00	\$ 112,500.00		
GR Remaining	\$ 64,340.00					Possible Funding of \$320,000 Project

2026						
Project	General Fund Borrowing	Cap. Proj. Levy	Water Fund	Sewer Fund	Grant Funding	20% BIL Funding Potential
Jewett Street Reconstruction	\$ 215,000.00		\$ 170,000.00	\$ 160,000.00		\$ 56,250.00
			\$ 121,875.00	\$ 112,500.00		
Camp Street Reconstruction	\$ 670,000.00		\$ 310,000.00	\$ 300,000.00		\$ 176,250.00
			\$ 381,875.00	\$ 352,500.00		
Seventh Avenue Reconstruction	\$ 255,000.00	\$ 415,000.00	\$ 310,000.00	\$ 300,000.00		\$ 176,250.00
			\$ 381,875.00	\$ 352,500.00		

Category	Amount	Anticipated 23 Borrowing #s
TOTAL GF BORROWING	\$ 1,397,250.00	\$ (42,250.00)
TOTAL WATER FUND BORROWING (CIP)	\$ 2,495,610.00	\$ (1,956,904.97)
TOTAL WATER FUND BORROWING (update)	\$ 3,027,375.00	\$ (2,488,669.97)
TOTAL SEWER FUND BORROWING (CIP)	\$ 2,364,465.00	\$ (1,765,759.97)
TOTAL SEWER FUND BORROWING (update)	\$ 2,794,500.00	\$ (2,195,794.97)
TOTAL GF PRINCIPAL SAVINGS REMAINING	\$ 3,497,750.00	For 2024-2026
TOTAL CAPITAL PROJECT LEVY SAVINGS	\$ 680,000.00	For 2024-2026

Budget Year	2023	2024	2025	2026	TOTAL PRINCIPAL
GF Principal	\$ 1,355,000.00	\$ 1,285,000.00	\$ 1,145,000.00	\$ 1,140,000.00	\$ 4,925,000.00
Water Principal	\$ 538,705.03	\$ 552,001.06	\$ 560,652.75	\$ 571,765.87	\$ 2,223,124.71
Sewer Principal	\$ 598,705.03	\$ 613,481.94	\$ 623,097.25	\$ 635,448.13	\$ 2,470,732.35

2026						
Project	General Fund Borrowing	Cap. Proj. Levy	Water Fund	Sewer Fund	Grant Funding	20% BIL Funding Potential
E. Main Street Reconstruction	\$ 1,208,885.00		\$ 300,000.00	\$ 270,000.00		\$ 241,777.00

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: INFORMATION & DISCUSSION ITEM NUMBER: VII.A.	TITLE: Award of Contract 3-22A Inclusive Playground Construction – Grant Supported	DATE May 24, 2022 VOTE REQUIRED: Majority
PREPARED BY: Howard B. Crofoot, P.E., Director of Public Works		

Description:

This project is to purchase and install the playground equipment and ADA required surfacing in the Platteville Inclusive Playground in Smith Park. This cost is funded by the Community Development Block Grant – Covid (CDBG-CV) funding. On May 17, 2022, quotes were submitted by three firms. The Platteville Inclusive Playground (PIP) Committee will review the quotes and provide a recommendation.

The grant ineligible items, such as restroom conversion of the Stone Shelter, pavilion and additional equipment items are a subsequent action under Contract 3-22 B.

Budget/Fiscal Impact:

The CDBG-CV grant budgeted \$1.2 million for Contract 3-22 A to make up the entire CDBG-CV funded project at \$2.2 million. The equipment purchase under Contract 3-22 is included in this total cost. The low bidder is M. Jolma from Ashland, WI. They have a project engineer who is a recent UW-Platteville graduate and wants to work in this corner of the state.

Expenses (Base Bid):		Revenues:	
M. Jolma:	\$2,252,110.98	CDBG-CV Grant	\$2,221,970.00
Delta 3 Engineering:	<u>\$ 141,000.00</u>	PIP fundraising	<u>\$ 171,140.98</u>
Total	\$2,393,110.98	Total	\$2,393,110.98

The Platteville Inclusive Playground (PIP) will verbally present their recommendation to the Common Council.

There are alternates with this bid. Alternate 1A is for additional storm sewer on Second Street for that sidewalk portion of the project. Alternate 5A is for work to consolidate electrical panels at Legion Field to reduce the ongoing operation costs by eliminating meters. Alternate 2A, 3A and 4 A are related to items with the playground itself. 2A is for additional concrete at a new pavilion. 3A is for a decorative fence around the extended area to include the pavilion. 4A is for a new drinking fountain (bubbler) near the playground.

Recommendation:

Staff recommends awarding Contract 3-22A Inclusive Playground Construction, to the M. Jolma for \$2,252,110.98, plus Alternates as proposed by PIP.

Sample Affirmative Motion:

“Move to award Contract 3-22A Inclusive Playground Construction, to the M. Jolma for \$2,252,110.98, plus Alternates as proposed by PIP.”

Attachments:

- Bid Tabulation

City of Platteville
2022 CDBG-CV Improvements

Tuesday, May 17, 2022 @ 10:00 A.M. C.S.T.



Platteville Municipal Building
 75 N. Bonson Street, Platteville, Wisconsin

CONTRACTOR:		CONTRACT #3-22A	ALT #3-22A-1A	ALT #3-22A-2A	ALT #3-22A-3A	ALT #3-22A-4A	ALT #3-22A-5A
1.	Rule Construction LTD BB	\$2,719,052.04	\$50,020.00	\$74,250.00	\$88,975.00	\$16,248.00	\$5,431.00
2.	G-Pro Excavating BB	\$2,390,477.65	\$32,171.00	\$51,975.00	\$73,555.00	\$21,910.00	\$23,200.00
3.	M. Jolma, Inc. ** BB	\$2,252,110.98	\$27,613.30	\$59,400.00	\$86,030.00	\$11,710.00	\$5,431.00
	** - Apparent low bidder						

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: INFORMATION & DISCUSSION ITEM NUMBER: VII.B.	TITLE: Award of Contract 3-22B Inclusive Playground Construction – Donation Funded	DATE May 24, 2022 VOTE REQUIRED: Majority
PREPARED BY: Howard B. Crofoot, P.E., Director of Public Works		

Description:

This project, Contract 3-22B is to construct items for the Platteville Inclusive Playground (PIP) that are not funded by the grant and must be funded by donations. These include restroom modifications to the Stone Shelter to make it ADA accessible, a new pavilion next to the playground and 8 alternate bids for additional items in the restroom or pavilion area.

There was only one bidder for this project, J2 Construction from Platteville. Their bid is in line with the estimates from Delta 3 Engineering.

Budget/Fiscal Impact:

PIP has fundraised for items not covered by the grant.

Expenses (Base Bid):		Revenues:	
J2 Construction:	\$ 216,145.00		
Delta 3 Engineering:	<u>\$ 20,000.00</u>	PIP fundraising	<u>\$ 236,145.00</u>
Total	\$ 236,145.00	Total	\$ 236,145.00

The Platteville Inclusive Playground will verbally present their recommendation to the Common Council. Combined with the grant related items, PIP would need to have raised \$407,285.98

Recommendation:

Staff recommends awarding Contract 3-22B Inclusive Playground Construction – donation funded, to J2 Construction at the bid price of \$216,145.00, plus any alternates proposed by PIP.

Sample Affirmative Motion:

“Move to award Contract 3-22B Inclusive Playground Construction – donation funded, to J2 Construction at the bid price of \$216,145.00, plus any alternates proposed by PIP.”

Attachments:

- Bid Tabulation

**City of Platteville
Inclusive Playground Improvements**

Tuesday, May 17, 2022 @ 11:00 A.M. C.S.T.



Platteville Municipal Building
75 N. Bonson Street, Platteville, Wisconsin

CONTRACTOR:	EXISTING RESTROOM REMODEL	NEW PAVILION CONSTRUCTION	TOTAL BASE BID	TOTAL WITH ALTERNATES
1. J Squared Construction BB	\$134,680.00	\$81,465.00	\$216,145.00	\$278,874.00

**HE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: INFORMATION & DISCUSSION ITEM NUMBER: VII.C.	TITLE: Award of Contract 7-22, Street Maintenance	DATE May 24, 2022 VOTE REQUIRED: Majority
PREPARED BY: Howard B. Crofoot, P.E., Director of Public Works		

Description:

This is the annual project to do overlays of selected streets using the estimated \$110,000 in Wheel Tax funding. In recent years we have only done thin overlays. This is a 0.75-inch overlay over an existing pavement to enhance the ride and delay deterioration for 7 – 10 years. We will continue to do that for selected streets.

Another pavement preservation technique is to do what is called “mill and overlay”. This is where a milling machine grinds out about 2 inches of the existing pavement and a paving machine overlays the base layer of asphalt with a 2-inch layer of new asphalt. This technique is used to extend the life of roads for 15 years or more. It will delay cracking and act as a new pavement for a few years. It is best when there are no underlying failures, and the curb and gutter are in good condition.

On Tuesday, May 17, staff opened one bid for Contract 7-22, Street Maintenance. The sole bid is from Iverson Construction. Staff bids extra streets to allow for us to use as much of our funding as possible. Enclosed is a spreadsheet with the proposed streets. At the top are the streets recommended for the traditional “thin overlay”. Staff is recommending spending \$67,604.56 for Second Street from Madison to the north city limits. Madison to Pitt was constructed in 2000 while the section from Pitt to the city limits was done in 1996. At the bottom of the spreadsheet are the streets for the “mill and overlay”. Staff is recommending Main Street from Stonebridge Road to the West Main Street Culvert Replacement project for \$57,318.38, including the portion not impacted by the culvert project. Enclosed is a map of the proposed streets.

Budget/Fiscal Impact:

The 2022 Capital Improvement Program budgeted \$110,000 for this project. The proposed streets would cost \$124,922.94. Since this is over the \$110,000 allocated, we will need to either reduce the project more or absorb the overage in the CIP budget.

Recommendation:

Staff recommends awarding Contract 7-22, Street Maintenance to Iverson Construction for the proposed streets for thin overlay and mill and overlay in the amount of \$124,922.94.

Sample Affirmative Motion:

“Move to award Contract 7-22, Street Maintenance to Iverson Construction for the proposed streets for thin overlay and mill and overlay in the amount of \$124,922.94 with the overage absorbed by the CIP budget.”

Attachments:

- Bid Tab
- Budget Spreadsheet
- Map of Proposed Streets

CITY OF PLATTEVILLE
 Department of Public Works
 Bid Tab

Contract: 7-22 Street Maintenance – Various Streets
 Bid Opening: Tuesday, May 17, 2022 10:00 a.m.

Company:	Iverson Construction 3747 Contractor Ct. Kieler, WI 53812 608.568.3840				
Various Street ¾" Thin Overlay: per Ton = \$121.92	\$ 123,935.34	\$	\$	\$	\$
Mill and Overlay: per Ton = \$167.07	\$57,318.38	\$	\$	\$	\$
Total Price Quote:	\$181,253.72	\$	\$	\$	\$

Recommended Thin Overlay Street List - 2022

Street	From	To	Width (ft)	Length (ft)	Area (SY)	Tons	Actual		Cumulative Cost
							\$/Ton	Cost	
Second St	Madison	Hermann	32	581	2065.78	96.83	121.92	\$11,805.91	\$11,805.91
Second St	Hermann	Pitt	32	898	3192.89	149.67	121.92	\$18,247.34	\$30,053.24
Second St	Pitt	Sylvia	32	158	561.78	26.33	121.92	\$3,210.56	\$33,263.80
Second St	Sylvia	High Point	32	845	3004.44	140.83	121.92	\$17,170.38	\$50,434.18
Second St	High Point	N City Limits	32	845	3004.44	140.83	121.92	\$17,170.38	\$67,604.56
Siemers St	Madison	Hermann	0	581	0.00	0.00	121.92	\$0.00	\$67,604.56
Siemers St	Hermann	Kase	0	317	0.00	0.00	121.92	\$0.00	\$67,604.56
Siemers St	Kase	Pitt	0	528	0.00	0.00	121.92	\$0.00	\$67,604.56
Iowa Ct	Monroe	End	0	422	0.00	0.00	121.92	\$0.00	\$67,604.56
Monroe	Seventh	End	0	370	0.00	0.00	121.92	\$0.00	\$67,604.56
Princess Ct	Monroe	End	0	317	0.00	0.00	121.92	\$0.00	\$67,604.56
St. James Ct	Princess	End	0	158	0.00	0.00	121.92	\$0.00	\$67,604.56
Total					8824.89	554.50	121.92	\$67,604.56	

Proposed Mill and Overlay 2022

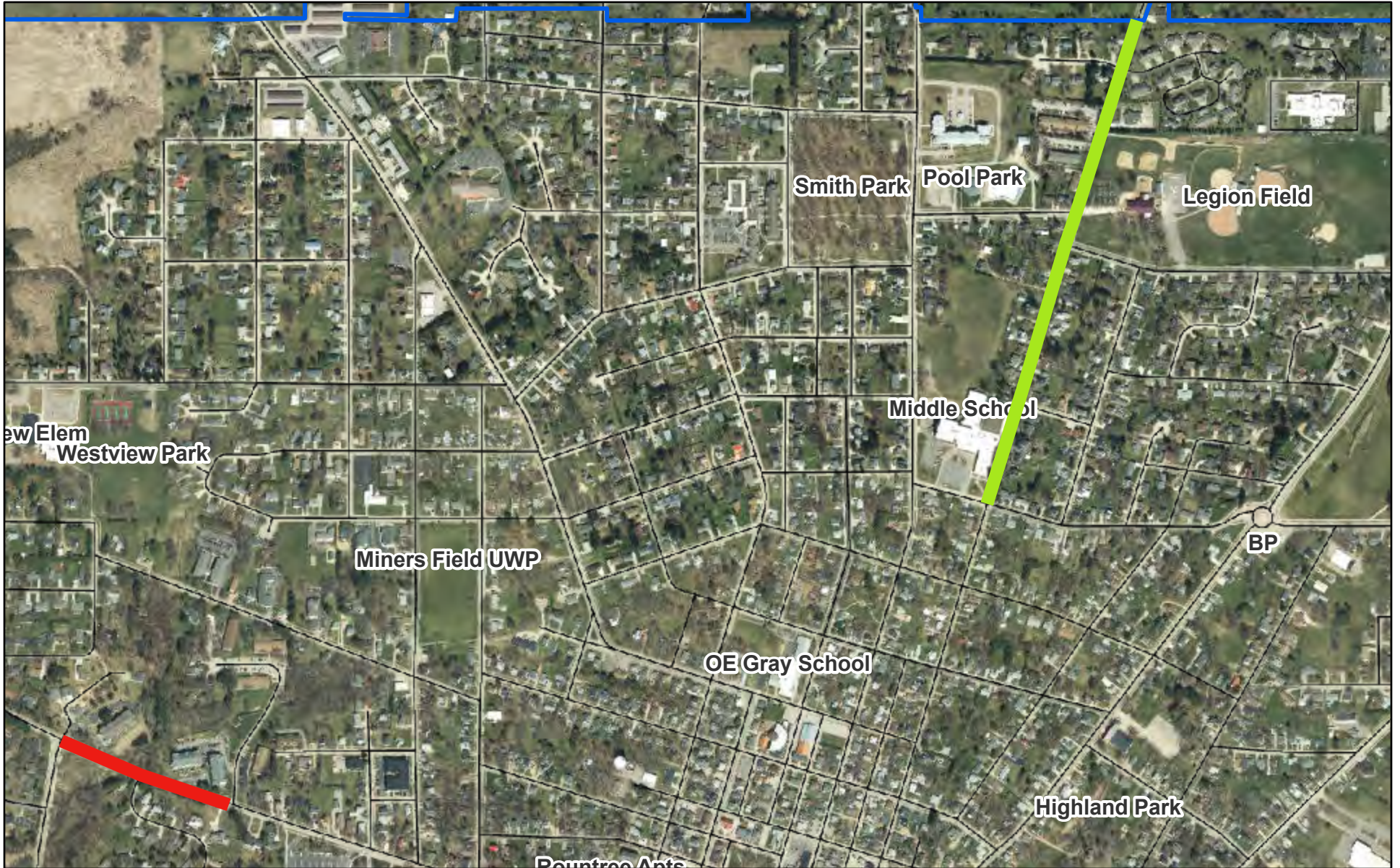
Street	From	To	Width (ft)	Length (ft)	Area (SY)	Tons	Actual		Cumulative Cost
							\$/Ton	Cost	
Main St	Stonebridge	Preston	34	528	1994.67	249.33	167.07	\$41,655.50	\$41,655.50
Main St	Not incl in W. Main contract					750	93.75	\$15,662.58	\$57,318.07
Total					2744.67	343.08	167.07	\$57,318.38	

Grand Total \$124,922.94

Wheel Tax Allocation per Budget \$ 110,000.00
 Total Budget \$ 110,000.00

Difference \$ (14,922.94)

City of Platteville Street Maint 2022

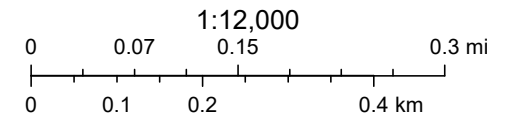


5/17/2022, 1:09:11 PM

- Centerlines
- City Boundary

Landmark Names

- Red = Mill & Overlay
- Green = Thin Overlay



**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: INFORMATION & DISCUSSION ITEM NUMBER: VII.D.	TITLE: Request for Proposal – Audio/Visual Virtual and Streaming Solutions for Council Chambers/North Conference Room/Human Resource Office	DATE May 24, 2022 VOTE REQUIRED: N/A
PREPARED BY: Adam Ruechel, City Manager		

Description:

Within the 2022 City of Platteville approved budget is the renovation of technology upgrades to the Council Chambers, 2nd Floor Conference Room, and Human Resource Office.

The City of Platteville has the desire to host and stream virtual and in-person council meetings as well as host and stream in-person and virtual trainings and presentations with our citizens and vendors. The purpose of this Request for Proposal (RFP) is to invite prospective vendors to submit a proposal to supply Audio/Visual Virtual and Streaming solutions to the City of Platteville.

The proposals will be evaluated by staff and a recommendation will be provided to the Council.

Budget/Fiscal Impact:

Based on the proposal selected, the cost will be applied towards the 2022 Capital Improvement Projects account.

Recommendation:

The draft RFP is being provided to the Council for information and to provide an opportunity for Council feedback.

Sample Affirmative Motion:

None Currently

Attachments:

- RFP – Audio/Visual Virtual and Streaming Solutions



Request for Proposals

Request for Proposal for Audio/Visual Virtual and
Streaming Solutions

June 1, 2022

City of Platteville
75 N. Bonson St.
Platteville, WI 53818

INTRODUCTION

The city of Platteville is in the southeast portion of Grant County amongst the rolling hills of southwestern Wisconsin. The current population of Platteville is 12,569. Platteville is home to 14 parks, the Mining and Rollo Jamison Museums, the Stone Cottage, the University of Wisconsin-Platteville campus, the Big M, and the historic downtown Main Street area. The city is serviced by WI State Highways 80 and 81 and US Highway 151, as well as the Platteville Municipal Airport. The City of Platteville has 80+ permanent employees supplemented by seasonal and intern employees. The City's primary departments include administration, community development, fire, library, museum, parks and recreation, police, and public works. The 2021-2023 Strategic Plan, 2022 City Budget, and 2020 Financial Statements and Audit Reports are available online at: <http://www.platteville.org>

PURPOSE

The City of Platteville has the desire to host and stream virtual and in-person council meetings as well as host and stream in-person and virtual trainings and presentations with our citizens and vendors. The purpose of this Request for Proposal (RFP) is to invite prospective vendors to submit a proposal to supply Audio/Visual, Virtual, and Streaming solutions to the City of Platteville.

GENERAL INFORMATION

1. Original RFP Document

The City of Platteville shall retain the RFP, and all related terms and conditions, exhibits, and other attachments, in original form in an archival copy. Any modification of these, in the vendor's submission, is grounds for immediate disqualification.

2. Existing Technology Environment

The current Audio/Visual Systems are all housed in the City Hall Council Chambers. The City of Platteville is looking to:

- Upgrade the current A/V system in the main Council Chambers in City Hall to record audio and video as well as have the capability to stream to social media platforms.
- Install an A/V solution for the main Council Chambers in City Hall which enables council, commission, and board meetings to host virtual sessions and stream meeting proceedings to social media platforms.
- Upgrade the current microphone system to sink with updated capabilities to record audio and video to stream to media platforms.
- Upgrade the 2nd Floor North Conference Room to a larger display as well as install equipment that gives City of Platteville the capability to hold virtual meetings. Upgrade the existing wall panels to work with the newly installed equipment.
- Install an A/V Solution for the Human Resources office area which enables to host of virtual sessions and presentations.

3. Schedule of Events

The following is a tentative schedule that will apply to this RFP but may change in accordance with the organization's needs or unforeseen circumstances. Changes will be communicated by e-mail to all invited bidders.

RFP Available for Distribution	Wednesday, June 1, 2022
Deadline for Submittal of RFP	Thursday, June 30, 2022
Interviews (As Needed)	Week of July 3-July 9, 2022
Council Review	Tuesday, July 12, 2022
Possible Council Determination	Tuesday, July 26, 2022

PROPOSAL PREPARATION INSTRUCTIONS

1. Vendor's Understanding of the RFP

In responding to this RFP, the vendor accepts full responsibility to understand the RFP in its entirety, and in detail, including making any inquiries to City of Platteville as necessary to gain such understanding. City of Platteville reserves the right to disqualify any vendor who demonstrates less than such understanding. Further, City of Platteville reserves the right to determine, at its sole discretion, whether the vendor has demonstrated such understanding. That right extends to the cancellation of award if award has been made. Such disqualification and/or cancellation shall be at no fault, cost, or liability whatsoever to City of Platteville.

2. Good Faith Statement

All information provided by City of Platteville in this RFP is offered in good faith. Individual items are subject to change at any time. City of Platteville makes no certification that any item is without error. City of Platteville is not responsible or liable for any use of the information or any claims asserted therefrom.

3. Communication

Verbal communication shall not be effective unless formally confirmed in writing by a specified procurement official in charge of managing this RFP process. In no case shall verbal communication govern over written communication.

- A. Vendor Inquiries. Applicable terms and conditions herein shall govern communications and inquiries between City of Platteville and vendors as they relate to this RFP. Inquiries, questions, and requests for clarification related to this RFP can be directed to the following City personnel:

Adam Ruechel
City Manager
608-348-1821
citymanager@platteville.org

Jodie Richards
Communication Specialist
608-348-9741 ext. 2257
Richardsjo@platteville.org

- B. Informal Communications shall include but are not limited to requests from/to vendors or vendors' representatives in any kind of capacity, to/from any City of Platteville employee or representative of any kind or capacity except for IT staff consultants for information, comments, speculation, etc. Inquiries for clarifications and information that will not require addenda may be submitted verbally to the named above at any time.
- C. Formal Communications shall include but are not limited to:
- Questions concerning this RFP must be submitted in writing and be received prior to June 30, 2022, at 10:00 a.m. CST.
 - Errors and omissions in this RFP and enhancements. Vendors shall recommend to City of Platteville any discrepancies, errors, or omissions that may exist within this RFP. With respect to this RFP, vendors shall recommend to City of Platteville any enhancements, which might be in City of Platteville's best interests. These must be submitted in writing and be received prior to June 30, 2022, at 10:00 a.m. CST.
 - Inquiries for clarifications/information that will not require addenda may be submitted verbally to the buyer named above at any time during this process.
 - Verbal and/or written presentations and pre-award negotiations under this RFP.
 - Addenda to this RFP.
- D. Addenda: City of Platteville will make a good-faith effort to provide a written response to each question or request for clarification that requires addenda within 5 business days. All questions, answers, and addenda will be shared with all recipients. City of Platteville will not respond to any questions or requests for clarification that require addenda, if received by City of Platteville after June 30, 2022, at 10:00 a.m. CST

PROPOSAL PREPARATION INSTRUCTIONS

To be considered for selection, vendors must complete a response to this RFP by June 30, 2022, 4:30 p.m. CST. Proposals may be mailed or delivered to:

Adam Ruechel, City Manager
Attention: Audio-Visual Solution Proposal
City of Platteville
75 N. Bonson St., PO Box 780
Platteville, WI 53818

Alternatively, proposals may be emailed as an attachment, with the email subject "Audio Visual RFP" and with the email addressed to: citymanager@platteville.org.

Proposals should be organized as follows:

1. Title Page – Show the RFP subject, the name of the vendor, local address, telephone number, name of contact person, and the date.
2. Table of Contents – Show a clear identification of the material by section and by page number.
3. Profile of the Vendor – Show vendor qualifications as stated in Section 5 of this RFP; state the location of the office that will be performing the installation and responding to requests for support.
4. Complete copy of RFP - Show a complete copy of the RFP in the order of the requirements set forth in Section 4 of this RFP. Provide images and technical specifications of each type of proposed hardware that is to be used in the proposed A/V systems.
5. Detail of Hardware and Work - Separate the labor and hardware to be used in the areas listed in Section A/V Solution Specifications
6. Vendor Certification – Completed and signed Vendor Certification (Section 8).

All information requested in the Scope of Work; Specifications & Requirements of this RFP should be submitted. Any respondent to the RFP that fails to submit all information requested, may be required to promptly submit missing information which may result in a low evaluation of the proposal. City of Platteville may reject proposals, which are substantially incomplete or lack key information.

Proposal should be prepared simply, providing a clear and concise description of capabilities that meet the criteria of this RFP. All pages of the response to this RFP are to be numbered. Vendors submitting a response to this RFP may be required to give an oral presentation of their response to City of Platteville. City of Platteville will schedule a time and date for these presentations. Oral presentations are an option for City of Platteville and may or may not be conducted.

CRITERIA FOR SELECTION

The evaluation of each response to this RFP will be based on its demonstrated competence, compliance, format, and organization. The purpose of this RFP is to identify those suppliers that have the interest, capability, and financial strength to supply City of Platteville with A/V solutions identified in the Scope of Work. Selections will be based on the capability of the vendor to meet the following criteria:

Evaluation Criteria:

1. Capability of vendor to provide A/V solutions
2. Capability of vendor to provide all necessary equipment (Cameras, Microphones, Speakers, Streaming equipment, Cabling, Networking equipment, Camera Mounts, etc.)
3. Financial stability of the vendor
4. Vendor's depiction of average response times for support requests
5. Vendor's ability to demonstrate timeline and implementation strategy for the proposed system
6. Ease of operations, management, and support of the A/V solutions

7. Capability of vendor to provide administrator and/or end-user training 8. Cost effectiveness of the A/V Solutions

SCOPE OF WORK, SPECIFICATIONS, & REQUIREMENTS

City of Platteville is requesting proposals from qualified firms interested in providing A/V solutions, Streaming equipment, Support, Maintenance, Warranty, Cabling, and Training. This system will upgrade our current A/V systems in City Hall and install equipment in the 2nd Floor North Conference Room.

1. Technical Specifications

a. Integration and Scalability

The A/V solutions should be capable of integrating with some existing hardware that is in place in the council chambers and conference room. The solution should have the capability of adding cameras as deemed necessary by the City of Platteville.

b. A/V Solution Specifications

A/V solutions should have the following specifications at a minimum:

Main Council Chambers:

- Compatibility with current 13 Microphones Audio-Technica system or ability to convert to wireless receivers
- Current Model Projector with the ability to display on screens or TVs. (Currently have an Eiki LC-XL200A)
- LED Monitors for seven elected officials
- High-Definition IP cameras with PTZ with the capability to configure viewing presents
- Equipment that will allow streaming to social media platforms
- Digital media storage for retrieval purposes

2nd Floor North Conference Room

- Ability to sync to current LED display screen.
- IP Camera for virtual meetings
- Microphones for virtual meetings
- Integration with the current audio software

Human Resource Office

- Ability to sync to LED display screen.
- IP Camera for virtual meetings
- Microphones for virtual meetings
- Integration with current audio software

ADMINISTRATION/MANAGEMENT OF A/V EQUIPMENT

The proposed solution should describe the administration/management interface that will be used to manage the areas that require IP cameras. Preference will be given to RFPs that demonstrate systems that are easy to use, that have the option to integrate with Active Directory, have a web client, supports video storage to an attached device or a network device.

SUPPORT AND MAINTENANCE

The City of Platteville requires a minimum of 1-years support and onsite support with the option to continue annual support after the 1-year period has ended. The vendor should provide a detailed description of standard and extended support, maintenance, and the average response time for a support request.

1. Service Provider

Please state the name of the company which will be delivering service and on-site support for this solution. If service has been outsourced to another firm, how long has this relationship been in effect?

2. Product History

Please provide a technical roadmap for the proposed solutions. How does the proposed solution fit into the vendor's current product lifecycle? Please provide a list of policies on firmware updates for the proposed solution. How often are changes released? How is the customer notified about changes? How are they applied?

ENGAGEMENT METHODOLOGY

City of Platteville is looking for a turn-key solution. The vendor will be responsible for any camera hardware, any necessary cable runs, as well as installation of networking equipment at City Hall. The vendor will be responsible for coordinating with the City's ITS Provider in configuring the networking equipment to work with the City's existing ITS systems.

VENDOR QUALIFICATIONS & REFERENCES

All vendors must provide the following information for their proposal to be considered:

1. A brief outline of the vendor company and services offered, including:
 - Full legal name of the company
 - Year business was established
 - Number of people currently employed
2. An outline of the product line-up and/or services they currently support.
3. A description of their geographic reach.
4. Information on its current clients, including:
 - Total number of current clients.

- A list of clients with similar needs using similar products and/or services.
 - Evidence of successful completion of a project of a similar size and complexity.
5. References: Contact information for five references (if possible) from projects similar in size, application, and scope and a brief description of their implementation.

BUDGET & ESTIMATED PRICING

All vendors must fill out the following Total Cost Summary for the implementation of their solution for City of Platteville’s A/V solution projects as described in this RFP. Costs should be identified as either capital or non-capital in nature. The vendor must agree to keep these prices valid for 60 days as of June 30, 2022.

Total Cost Summary

For all available deployment models, provide a five (5) year cost summary as displayed below.

Costs	Total	Year 1	Year 2	Year 3	Year 4	Year 5
Hardware						
Software Licensing						
Installation						
Maintenance						
Documentation & Project Management						
Miscellaneous						
Other (specify)						
Total:						

Hardware: List, describe, and record the cost of each piece of hardware that is required.

Software Licensing: List, describe, and record the licensing, implementation, maintenance, support, and training fees associated with your proposed solution.

Installation: Describe any labor, equipment, supplies, or other costs associated with installing your proposed solution.

Maintenance: Describe and cost out any other ongoing costs associated with the operation and 10 maintenances of your proposed solution.

Documentation & Training: If there are fees associated with your user or technical documentation, list them here.

Project Management: If there are project management fees associated with your proposed solution, list and describe them here.

Miscellaneous: List and describe any other costs associated with your proposed solution.

ADDITIONAL TERMS & CONDITIONS

1. Personal Information

a. General

- i.** Depending on the circumstances, City of Platteville may require information related to the qualifications and experience of persons who are proposed or available to provide services. This may include, but is not limited to, resumes, documentation of accreditation, and/or letters of reference. The Respondent should not submit as part of its Response any information related to the qualifications, and experience of persons who are proposed or available to provide services unless specifically requested. Unless specifically requested, any such information, whether in the form of resumes or other documentation, will be returned immediately to the Respondent.

b. Requested Personal Information

- i.** Any personal information that is requested from each Respondent by City of Platteville shall only be used to consider the qualified individuals to undertake the project/services and to confirm that the work performed is consistent with these qualifications. It is the responsibility of each Respondent to obtain the consent of such individuals prior to providing the information to City of Platteville. City of Platteville will consider that the appropriate consents have been obtained for the disclosure to and use by City of Platteville of the requested information for the purposes described.

2. Costs

The RFP does not obligate City of Platteville to pay for any costs, of any kind whatsoever, which may be incurred by a Respondent or any third parties, in connection with the Response. All responses and supporting documentation shall become the property of City of Platteville, subject to claims of confidentiality in respect of the Response and supporting documentation.

3. Intellectual Property

The Respondent should not use any intellectual property of City of Platteville including, but not limited to, all logos, registered trademarks, or trade names of City of Platteville, at any time without the prior written approval of City of Platteville, as appropriate.

4. Respondent's Responses

All accepted Responses shall become the property of City of Platteville and will not be returned.

5. Governing Law

This RFP and the Respondent's Response shall be governed by the laws of the State of Wisconsin.

6. No Liability

City of Platteville shall not be liable to any Respondent, person, or entity for any losses, expenses, costs, claims, or damages of any kind:

- Arising out of, by reason of, or attributable to, the Respondent responding to this RFP; or
- As a result of the use of any information, error, or omission contained in this RFP document or provided during the RFP process.

7. Nondiscrimination of Contractors

A bidder, vendor, or contractor shall not be discriminated against in the solicitation or award of this contract because of race, religion, color, sex, national origin, age, disability, or any other basis prohibited by state law relating to discrimination in employment.

8. Tax Exempt Status

Sales of goods to City of Platteville are normally exempt from State sales tax. State sales and use tax certificates of exemption will be issued upon request.

9. Entire RFP

This RFP, any addenda to it, and any attached schedules constitute the entire RFP.

**THE CITY OF PLATTEVILLE, WISCONSIN
COUNCIL SUMMARY SHEET**

COUNCIL SECTION: INFORMATION & DISCUSSION ITEM NUMBER: VII.E.	TITLE: Request for Proposal – City Assessor Services	DATE May 24, 2022 VOTE REQUIRED: N/A
PREPARED BY: Adam Ruechel, City Manager		

Description:

Within the 2022 City of Platteville, City Goals is the desire to conduct a request for proposals for a variety of our contracted services. The City of Platteville currently contracts with Accurate Appraisals LLC for the duties of the City Assessor. The assessor is generally responsible for establishing the fair market value of all taxable property in the city (excluding manufacturing which is assessed by the State). The assessor is certified by the Department of Revenue and is responsible for the assessment process. The assessor is not involved in the determination of tax rates or the collection of property taxes.

The City of Platteville’s current contract for City Assessor services ends on December 31, 2022. The previous contract included the City-wide full revaluation and two years of annual maintenance. City Staff have drafted a Request for Proposal for 2023, 2024 and 2025 which includes an annual review/maintenance option and a market revaluation option.

The annual maintenance option is the base level of assessment, in which assessors review only those properties with changes such as new construction, demolitions, changes in legal description or changes in parcels. The market revaluation option is the next level of assessment, in which assessors review the value of every property in the city based on market data, but physically review only properties with changes such as those previously identified.

The proposals will be evaluated by staff and a recommendation will be provided to the Council.

Budget/Fiscal Impact:

Based on the proposal selected, the cost of assessor services may increase or decrease.

Recommendation:

The draft RFP is being provided to the Council for information and to provide an opportunity for Council feedback.

Sample Affirmative Motion:

None Currently

Attachments:

- RFP – City Assessor Services

v

CITY OF

PLATTEVILLE



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**REQUEST FOR PROPOSAL
FOR
CITY ASSESSOR SERVICES**

June 1, 2022

City of Platteville
75 North Bonson Street,
PO Box 780, Platteville, WI 53818

INTRODUCTION

The City of Platteville (hereinafter the “City”) is soliciting proposals from qualified firms or individuals to provide assessment services for the City of Platteville, Wisconsin for the years 2023 - 2025. The City is seeking a firm to serve as its statutory assessor and to perform either 1) annual maintenance valuation or 2) annual market revaluation. This request will contain background information to help assist your quotation proposal.

CITY BACKGROUND

The city of Platteville is located on the eastern edge of Grant County and along Highway 151 in Southwestern Wisconsin. The city has a State estimated population of 12,363 as of 2021. The city had a total equalized value, with manufacturing and personal property, \$761,224,200 for 2021.

The city of Platteville has the following parcel counts and valuations from the 2021 Statement of Assessment.

Property Class	Total Parcels	Improved Parcels	Total Equalized Value
Residential	2,622	2,470	373,412,800
Commercial	392	347	263,093,037
Manufacturing	14	13	25,438,600
Agricultural	125	0	162,300
Undeveloped	36	0	341,800
Agricultural Forest	0	0	0
Forest Lands	3	0	79,900
Other	1	1	69,300
Total	3,193	2,831	662,597,737

The City will provide limited clerical services to aid the Assessor. The limited support will include providing the Assessor’s toll-free number to residents as necessary and providing copies of all building permits and commercial building plans as requested. The Assessor will be responsible for all other clerical duties including preparing appointment mailers, stuffing envelopes, and mailing all notices; all filing of assessment cards and records; all assessment data entry, and scheduling/rescheduling all assessment related appointments. The City shall not be responsible for any Assessor office supplies except for providing for assessment file folders and other items that are kept in the permanent custody of the City. Temporary use of office space, desks, chairs, telephone, and data connections will be provided for the Assessor’s use at the Platteville City Hall on an as-needed basis.

SCOPE OF WORK

Assessor will perform all the work required to properly and professionally assess the real and personal property of the City in accordance with applicable Wisconsin State Statutes and the Wisconsin Property Assessment Manual.

1. Assessor will review and assess all properties that were under partial construction as of January 1st of the previous year.
2. Assessor will review and assess new construction as of January 1 of the current year.
3. Assessor will mail out state approved forms to all holders of personal property in the City, audit the return forms, and place the new values in the assessment roll.
4. Assessor will account for all buildings moved, destroyed, or demolished.
5. Assessor will implement use value assessments of agricultural lands per specifications set forth by the Wisconsin Department of Revenue and complete all applicable reports.
6. Assessor will process parcel subdivisions, lot line adjustments, new plats, and any other land divisions.
7. Assessor will correct legal descriptions as appropriate.
8. Assessor will take digital photographs of new construction annually on or about January 1 and during the review process if needed.
9. Assessor will maintain property owner lists, with current name and address changes
10. Assessor will mail Assessment Change Notices to property owners and others as required.
11. Assessor will post assessments to real estate transfer returns and record sale information to City property record cards.
12. Assessor will be responsible for maintaining recent plat and subdivision maps on file and update accordingly.
13. Assessor will annually update all City property record cards with new legal description labels.
14. Assessor will update City Administration on work progress, valuation data, and completed reports as requested.

15. Assessor will become and remain informed about zoning changes, conditional use permits, and other municipal decisions that impact value. Assessor will become and remain informed about court decisions, Department of Revenue advisories, and other governmental decisions that impact value.
16. Assessor will conduct Open Book sessions in accordance with Wisconsin State Statutes. The Assessor shall provide at least two Open Book sessions on separate days with some evening and lunch hours included. Assessor shall prepare a written statement regarding Open Book dates, times, and instructions on how to set up an appointment for an Open Book session, at least one month prior to the first Open Book session. The intent is to issue the statement to the local press, post it on the City website, and distribute it to various media prior to Open Book.
17. Assessor will be responsible for ensuring that all procedures are properly completed for the Board of Review proceedings to be held prior to the end of May each year. Assessor will also attend the Board of Review meeting(s) defending the Assessor's valuation and work products. The date for the Board of Review shall be no later than June 1 of each year unless extenuating circumstances exist that would require a mutually agreeable date to be selected after this date.
18. Assessor will be responsible for providing all assessment data to Grant County and for ensuring that the County's assessment roll is balanced with the records submitted by the Assessor.
19. Assessor will be responsible for providing the Wisconsin Department of Revenue with final reports of assessed valuations after the Board of Review meeting. Assessor will also be responsible for providing the WI DOR with assessments for all TIF Districts by the prescribed deadlines. The Assessor will provide the City with a draft copy of TIF reports for its review and comments prior to their submittal to the DOR. The City may add, amend, or close Tax Increment Districts during the term of this contract.
20. Assessor will provide a local or toll-free phone number and an e-mail address for City officials and residents to contact the Assessor during regular business hours, Monday through Friday, and shall return calls and emails within sixteen (16) business hours.
21. Assessor will supply to the City a complete set of computer property assessment records (including digital photographs of each property) that are compatible with the City's computer equipment and software.
22. Assessor will provide digital photographs with comparable properties in preparation for Board of Review meeting(s) so that the Board and the petitioner have evidence of comparability. Additionally, the Assessor shall update the City's assessment computer records within fourteen (14) days of the final adjournment of the Board of Review.

23. Assessor will provide the City with a copy of the assessment database used, together with file maps and descriptions, and all associated digital photos every three months. This database will be the property of the City. Proprietary database formats exclusive to a particular software package are unacceptable.

24. Assessment Software

The choice of assessment software is up to the Assessor, subject to acceptance by the City. However, any software selected should have the following attributes/capabilities:

- a. A statistical package that includes descriptive statistics and regression analysis.
- b. Comparative sales report that can be used to support individual assessments with adjustments shown.
- c. Flexible cost and depreciation tables that can be adjusted to capture specific markets.
- d. The ability to electronically export the completed assessment roll to Grant County in the format required.
- e. The ability to import "start-up data" from Grant County. Typical imported data would include owners name(s), mailing address, parcel address, legal description, parcel number.
- f. Building Permit record keeping.
- g. The ability to keep, store and access sales data.
- h. The ability to search specific data and to create a range of reports, including the assessment roll, Assessor's final report, etc.
- i. Must use standard database format, such as Microsoft Access, that can be read or easily converted to be read by other software packages including Excel.
- j. Hard copy printouts for all parcels shall be provided and placed in existing property record folders. The printout's format and data provided shall be approved by the Department of Revenue and should contain the same data fields as shown on the PA-500 property record card as a minimum. All printouts containing major improvements should have digital photos attached.
- k. Digital photos are to be provided for all residential and non-residential improvements.

25. Assessor will make the computer property assessment records (including digital photographs of each property) available on the assessor's website.

26. Assessor must communicate openly and in a timely fashion with the proper City personnel and the public, in the handling of all appeals, to ensure the Board of Review has all available information to render its decisions. The Assessor is expected to present a positive professional image in both dress and conduct while interfacing with the City Staff and the public, especially during the appeals process. All Assessor personnel shall carry proper photo identification to assure the public of their identity and purpose for gaining access to private property.
27. Assessor is encouraged to interface with the business and residential community and media to provide greater clarity of the Assessor's role in the property taxation process and communicate assessment scheduling.
28. Assessor must update market values on City owned land and public buildings. Said information obtained shall be used for insurance purposes, depreciation, and to establish lease values.
29. Assessor, as the Contract Assessor, shall be responsible to fulfill the duties of the statutory assessor and shall perform all other duties incidental to the normal duties of the Assessor.
30. In cases where an emergency is declared, the Assessor shall assist with "damage assessments" as needed.
31. Assessor will maintain the assessment records in a format accessible to the public and will promptly and without delay comply with proper open records requests under the Wisconsin Public Records Law. The Assessor shall also provide assessment records in electronic format such as Access or Excel as requested by Grant County or City of Platteville Staff.
32. Assessor shall provide advice and opinion for assessment matters and will defend values through the appeal process beyond the Open Book and Board of Review to the Circuit Court, the Department of Revenue, or other agencies that may be available for hearing appeals on assessment matters.
33. Assessor shall review, upon request, developer proposals with the City's TIF districts for the purpose of estimating the potential valuation of the project and to provide City Staff with comments regarding the reasonableness of the real estate market assumptions included within the development proformas.

PROPOSAL REQUIREMENT

The City has made every effort to include enough information in this RFP for an individual or firm to develop a responsive proposal describing their qualifications, professional expectations, and service fees. The City reserves the right to retain all proposals submitted and to use any ideas in a proposal, unless protected by copyright, regardless of whether that proposal is selected. Submission of an RFP indicates acceptance by the proposer of the conditions contained herein.

If any of the requirements in this request for proposal create a disproportionate increase in the overall cost that will be quoted, the City invites respondents to submit, along with the original proposal submission, a second proposal that addresses the requirement as an optional alternative.

Contractor's response to this RFP shall be in a sealed envelope labeled "City Assessing Services RFP" and shall address all the following in sequential order:

1. Firm name, address, and contact information.
2. Brief description of the scope of similar client relationships and specific assessment services experience in Wisconsin.
3. Description of individual or firm, including a brief history, the number of employees and assessment backgrounds, philosophy regarding client service, location, years in business, qualifications, etc.
4. Proposals must include the names, educational background, and municipal assessment experience of the person to be assigned as the City's point of contact and persons who will perform the work and be present at Open Book and the Board of Review sessions. A photocopy of the licenses and certifications held by those performing any work under the RFP shall be provided.
5. For the persons who will be assigned to perform work for the City, a list of court proceedings after Board of Review in which they testified in court proceedings including:
 - Name of Case
 - Year of Case
 - Court which heard the case
 - Deposition or in-court testimony
6. A list of all municipal clients served within the past 5 years, with status of the client indicated as past or current.

7. Three references for which the Assessor has provided assessment services and market revaluation services within the past four (4) years. Reference information shall include:
 - Name of Client
 - Project Name
 - Contact Person with address, telephone number, and email address
 - Assessor's key personnel assigned to the reference project
8. An explanation of how the Assessor would deliver the services requested with an estimated timetable.
9. Individual's or firm's philosophy regarding ethics, specifically addressing conflicts of interest.
10. Individual's or firm's ability to work with a client with a need for services that may include in addition to regular work week hours, service time at nighttime or weekend tasks.
11. Individuals or firm's current and projected workload and its ability to meet schedules.
12. Individual's or firm's specific abilities to provide the required professional services.
13. Any other information that would be helpful in the evaluation of the Assessor.
14. Certificate of Insurance including General Liability, Workers' Compensation (Wisconsin), Auto Liability, and Professional Liability with limits of liability coverages having as a minimum \$1,000,000 each occurrence/\$2,000,000 aggregate (except worker's compensations which will be statutory limits). The City of Platteville shall be named as an additional insured (holding the City harmless) on the Commercial General Liability Policy should the City award the contract to the proposer.
15. . Bidders shall express their fee for each year of this proposed three-year contract (2023 – 2025) from January 1 to December 31 in a not-to-exceed sum to include all the Assessor's costs including but not limited to: labor, materials, transportation costs, meals, lodging, and Board of Review expenses. The desired payment schedule should be outlined in the proposal. All expense reimbursements will be charged against the total all-inclusive maximum price submitted by the firm. The City may retain 10% of the total fee subject to timely delivery of the certified tax roll.
16. Bid Request Options:
 - Option 1) Annual Maintenance Assessment Services (2023-2025)
 - Option 2) Full Walk-Thru Revaluation of all Properties (2023-2025)
 - Option 3) Annual Full Market Assessment Services (2023-2025)
including walk-thru revaluation

17. This proposal may not be withdrawn for a period of sixty days after the date and time set for the opening of the bids. Any company may withdraw its proposal at any time prior to the submittal deadline. Sealed bids must be received at City Hall by no later than Friday, July 1, 2022.

HOW TO SUBMIT

Proposals may be mailed or delivered to:

Adam Ruechel, City Manager
Attention: City Assessor Proposal
City of Platteville
75 N. Bonson St., PO Box 780
Platteville, WI 53818

Alternatively, proposals may be emailed as an attachment, with the email subject "City Assessor Proposal" and with the email addressed to: citymanager@platteville.org

The deadline for proposals is Friday, July 1, 2022, at 4:30 pm.

SELECTION PROCESS

The following evaluation criteria will be used to review the Assessment Services Proposals that are received, and which meet the general quotation requirements:

1. Demonstration of successful experience in providing general assessment services to a municipality of similar size, particularly with lake properties.
2. Experience with providing assessment revaluation services.
3. Demonstration of a high level of accuracy in assessment work for municipal clients.
4. Ability to provide and maintain a computerized database of property assessment records for the City.
5. Cost of assessment services.
6. Evidence of positive customer interaction

The anticipated timeline for selection is:

RFP Available for Distribution	Wednesday, June 1, 2022
Deadline for Submittal of RFP	Friday, July 1, 2022
Interviews (As Needed)	Week of July 3-July 9, 2022
Council Review	Tuesday, July 12, 2022
Possible Council Determination	Tuesday, July 26, 2022

City Staff will review all RFPs and may select one or more finalists for interviews. Additionally, Staff may request submission of supplemental materials. The selected assessor(s) or firm will be the one that in the judgment of City Staff best demonstrates the ability to provide the broadest range of high-quality assessor services in the most cost-effective manner. Upon completion of the evaluation process by City Staff, the City Manager will advise the respondents of the selection and negotiate the appropriate agreement. The tentative agreement will define the extent of services to be rendered, method, and amount of compensation. The selected respondent will need to enter a contract with the City. The City reserves the right to negotiate a final contract that is in the best interest of the City. The proposal will become a part of the agreement. The City Assessor serves at the pleasure of the Common Council. The contract may be terminated at any time by the Common Council. Once a tentative agreement is prepared, it will be presented to the Common Council to award the contract.

The City reserves the right to seek clarification of each proposal submitted. The City also reserves the right to require other evidence of technical, managerial, financial, or other abilities prior to selection.

In addition to all other rights granted to it under Wisconsin law, the City of Platteville reserves the right to waive formalities in the proposal process; to accept or reject any or all proposals.