Professional Services Agreement

MSA Project Number: 09617001

This AGREEMENT (Agreement) is made today September 25, 2023 by and between VILLAGE OF PARK RIDGE (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Village of Park Ridge – Hillcrest & Greenbriar LRIP Application

The scope of the work authorized is: Prepare and submit a Local Road Improvement Program – MSID Grant Application on behalf of the Village for reconstruction of Hillcrest Drive (Sunset Ave to Sunrise Ave) and Greenbriar Avenue (Hillcrest Dr to Park Ridge Dr).

The schedule to perform the work is: Approximate Start Date: October 1,2023
Approximate Completion Date: November 1, 2023

The lump sum fee for the work is: $2,500.00

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a lump sum basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

VILLAGE OF PARK RIDGE

Steve Menzel
President/Trustee
Date:_____

24 Crestwood Drive
Stevens Point, WI 54481
Phone: 715-343-1590
Email: smenzel@vi.parkridge.wi.gov

Katie McKelvey, Village Clerk/Treasurer
Email: clerk@vi.parkridge.wi.gov
Date:_____

MSA PROFESSIONAL SERVICES, INC.

Daniel Borchardt
Team Leader - Engineering
Date: 09/21/2023

146 North Central Ave., Suite 201
Marshfield, WI 54449
Phone: (715) 304-0448
Email: dborchardt@msa-ps.com

MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), and quoted fees for those services are defined in the Professional Services Agreement. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the defined services. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. **Owner's Responsibilities**.

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in the Professional Services Agreement. The OWNER shall furnish the services of other consultants other than those designated, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency.

Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

7. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. **Municipal Advisor**. MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. **Electronic Documents and Transmittals**. Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. **Building Information Modelling (BIM).** For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 12 of this Agreement.

14. **Construction Site Visits.** If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in the scope of work. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. **Betterment.** If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements

to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages arising out of or relating to the PROJECT, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death, or to injury to or destruction of tangible property (other than the Work itself) including the loss of use resulting therefrom but only to the extent caused by any negligent act or omission of the OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21**. Accrual of Claims**. To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if Engineer's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to Engineer.

22. **Dispute Resolution.** OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither

demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in section 29 of this Agreement.

23. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. **Limitation of Liability.** Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. **Successors and Assigns**. The successors, executors, administrators, and legal representatives of Owner and Engineer are hereby bound to the other party to this Agreement and to the successors, executors, administrators and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. **Notices**. Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words “Formal Notice” or similar in the e-mail’s subject line. All such notices are effective upon the date of receipt.

27. **Survival.** Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. **Severability**. Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. **No Waiver**. A party’s non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter heret

STATEMENT OF QUALIFICATIONS TO PROVIDE APPLICATION ASSISTANCE AND ENGINEERING DESIGN FOR:

Ridgewood Drive (Sunset Ave. to Greenbriar Ave.) and Greenbriar Avenue (Ridgewood Dr. to Hillcrest Dr.)



Prepared for:
Village of Park Ridge
September 22, 2023

MSA

146 North Central Avenue, Suite 201
Marshfield, WI 54449
P: (715) 384-2133 | F: (715) 384-2133
www.msa-ps.com

September 22, 2023

Steve Menzel, Village President | Village of Park Ridge
24 Crestwood Drive | Stevens Point, WI 54481

Re: Statement of Qualifications to Provide Application Assistance and Engineering Design for Ridgewood Drive (Sunset Ave. to Greenbriar Ave.) and Greenbriar Avenue (Ridgewood Dr. to Hillcrest Dr.)

Dear Mr. Menzel and the Selection Committee,

MSA Professional Services, Inc. (MSA) appreciates the opportunity to submit our Statement of Qualifications for application assistance and engineering design services for the reconstruction of Ridgewood Drive and Greenbriar Avenue. The enclosed proposal is tailored to our detailed understanding of the infrastructure needs of Park Ridge and our extensive knowledge of the WisDOT Local Program delivery process and Surface Transportation Program (STP) - Urban projects.

Here are a few reasons why our firm is the right partner for this project:

- Organization & Staff Qualifications. The entire MSA Transportation program has successfully delivered projects through the WisDOT Local Program for more than 35 years, and our project team has decades of WisDOT Local Program design experience collectively. This experience will allow you to focus on your normal activities while we develop, submit and track the project delivery process and approval of milestone deliverables.
- Familiarity with Village Priorities. MSA's recent work on the Village of Park Ridge Capital Improvement Plan has allowed us to fully understand the needs and priorities of the community and positions us well to be your partner throughout this process.
- Technical Expertise. We have driven the project, reviewed the site, and are familiar with the status and condition of the road and planned improvements. We are also experienced with the WisDOT Facilities Development Manual (FDM) guidelines for project development and navigating the environmental process. We will use this experience to develop project plans and roadway designs that integrate local watermain and streetlight improvements while maximizing value, including safety, drainage, and pavement durability, while minimizing impacts and project cost.
- Availability. Our roadway design team will make this project our priority. We have a long-standing history of delivering quality plans and meeting schedule requirements.
- Funding Experience. MSA has an entire funding team dedicated to helping clients understand available funding opportunities and programs. This team has helped communities across Wisconsin fund important infrastructure projects for decades.

We look forward to making this a successful project for the Village of Park Ridge. Should you have any questions, please contact me at (715) 304-0305 or dknoeck@msa-ps.com.

Sincerely,
MSA Professional Services, Inc.

Daniel J. Knoeck

Dan Knoeck, PE
Senior Project Manager | Contact Person
(715) 304-0305 | dknoeck@msa-ps.com

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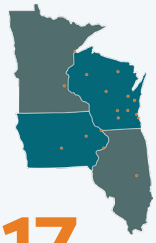
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FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to 1919. Our firm consists of 400+ engineers, architects, planners, landscape architects, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high-quality, cost-effective solutions.

400+
TEAM MEMBERS



17
OFFICE LOCATIONS

OUR TRANSPORTATION TEAM

MSA Professional Services, Inc. (MSA) has been providing transportation and traffic engineering expertise to communities and state agencies for more than 60 years. Our staff of experts has grown to include more than 60 professionals across the Midwest. We look forward to continue to build our relationship with the Village of Park Ridge and share our knowledge and experience with you.

WisDOT Experience & Familiarity with Urban Roadways and County Highways

MSA is an established leader in delivering projects that involve federal and local funding through the STP program that follow either local or federal funding in projects ranging from small bridge replacements and rural highways to large-scale interchange reconstruction projects. We are actively involved with the WCHA and ACEC-Wisconsin Transportation Committee, helping to establish standards and focus on improvements to our transportation infrastructure across the state of Wisconsin. This leadership role helps to keep the MSA Transportation program at the forefront of new standards, requirements, and innovations. The leadership mentality continues through to each project and enhances the experience we provide.

- In the past five years, MSA's Transportation staff has completed more than 25 highway projects to WisDOT standards following the requirements of the WisDOT Facilities Development Manual (FDM).
- MSA has completed similar pavement rehabilitation projects to this project, with similar project sites, schedules, and environmental constraints.

Safety Considerations

MSA has helped clients of all types take stock of their infrastructure assets through road safety audits and detailed crash analyses, turning the information into low-impact solutions for retrofitting existing intersections for a fraction of the cost of complete redesign. Our teams are experts in the use of safety performance function (SPF) models that allow communities to proactively measure roadway improvement effectiveness prior to having to wait for a physical crash to occur.

Capacity

The proposed MSA design team has a staff of highly available engineers and technicians with experience in urban and rural highway design projects. Additional engineers and technicians with similar experience are available in other offices across the state. The benefit of this depth of experience and number of experienced staff members is the flexibility to meet the project schedule and workload needs.

Resources

MSA is a full-service firm capable of handling the technical and professional demands of a project. What sets MSA apart is the in-house availability of these technical professionals to assist, guide, or perform work on the small, yet important aspects of a project that can develop outside of the roadway design elements. These professionals are located in the same office as our roadway design teams, assuring quick turnaround.

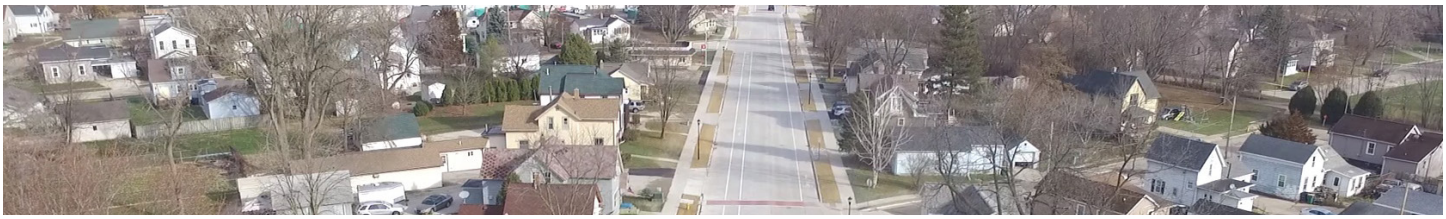
STP URBAN PROJECT EXPERIENCE

WisDOT STP Experience

MSA has a long history of working on both the application and design side of the Surface Transportation Program (STP). On the application side, our team helps clients analyze their infrastructure and prioritize necessary improvements to apply for STP funding. After the application has been submitted and approved, our roadway design teams become involved. To meet the requirements of the funding, the project must follow the WisDOT process for design, letting and construction. With our team of more than 60 engineers dedicated to the WisDOT process, we are well suited and experienced in every type of project that utilizes STP funding.

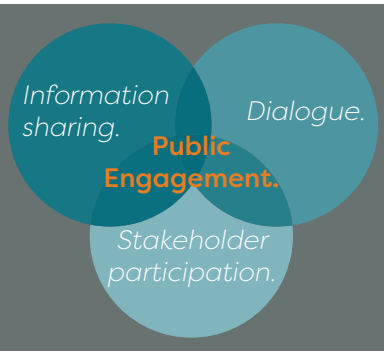
To the right is a partial list of projects that were designed by MSA utilizing STP funding.

PROJECT	LOCATION
E. 29th Street	Marshfield, WI
E. & W. Milwaukee Street	Janesville, WI
Milwaukee Street Bridge	Janesville, WI
Main Street	Janesville, WI
Ruger Avenue	Janesville, WI
North Spring Street	Beaver Dam, WI
Military Road	Fond du Lac, WI
2nd Street	Watertown, WI
N. 28th Street	Watertown, WI
Theater Road	Onalaska, WI
E. Davis Street	Beaver Dam, WI
Liberty Road	Deerfield, WI



PUBLIC ENGAGEMENT EXPERTISE

At MSA, we believe that when planning a public project, it must be done with the public's advice and input. Decisions made by local governments affect the future of all those who live and work in the community. We are committed to helping governments and organizations understand the diverse needs and concerns of the public, non-profit organizations, business interests and local governments. Aside from community support, this process also lends itself to ensuring the final project reflects the community's ethos and vision for its future.



AN INTEGRATED SOLUTION

We specialize in working alongside our clients and selecting the best available methods to hear the voices of many citizens through the process. The type and combinations of methods selected will ensure a balance of informing, consulting, involving, collaborating and empowering the public. Therefore, engagement can and should be accomplished by tapping into a variety of sources, including community and non-profit organizations, public officials, youth, individuals with disabilities, mature citizens and those that have been traditionally underserved. Listed to the right are a few techniques we use to strengthen public involvement for your community.

- Neighborhood advisory committees
- Open houses
- StoryMap
- POLCO community engagement polling
- Pop-up booths at community events
- Community surveys
- Media relations
- Project websites
- Project newsletters/direct mailers
- Neighborhood office hours
- Stakeholder interviews/ focus groups
- Interactive community mapping tools
- Door hangers/leave behinds
- Translation of materials into other languages

FUNDING SERVICES

MSA HAS DESIGNED **15 PROJECTS** IN THE LAST FEW YEARS UTILIZING **STP FUNDING**



E. & W. MILWAUKEE STREET

MSA assisted the City of Janesville on this $3.5-million project that received STP-Urban funding.

15+ WISDOT STP GRANTS SECURED SINCE 2015, TOTALING **$11M+**

MSA HAS DESIGNED **21 PROJECTS** IN THE LAST FEW YEARS UTILIZING **WISDOT LRIP FUNDING**

EXPERIENCE WITH GRANT AND FUNDING SUPPORT SERVICES ACROSS MULTIPLE LOCAL, STATE, AND FEDERAL PROGRAMS

MSA provides funding experts with deep and comprehensive funding support and grant administration experience. We provide full-service grant writing, grant administration, and public and private funding options. We've been on the community's side of funding projects and understand the complexities of project funding. Our long-standing relationships with funding agencies allows us to position your project to be more successful. Our team has helped secure and administer $625+ million and counting in grant funding and low-interest loans for our Wisconsin clients.

FAMILIARITY WITH KEY PROGRAMS

MSA is extremely familiar with and successful in the acquisition of funding and grant administration for numerous WisDNR, DOA and WisDOT funding programs. The list below details our experience and success in these programs. In summary, we are proud of the following funding track record in regards to grant procurement and grant administration since 2015:

- Wisconsin Department of Administration Community Development Block Grant – 98 projects, approximately $64 million in funding
- WisDNR Knowles-Nelson Stewardship Fund – 25 projects, approximately $10 million in funding
- WisDNR Clean Water Fund – 69 projects, approximately $40 million in funding
- WisDNR Safe Drinking Water Fund – 47 projects, approximately $12 million in funding
- WisDOT Transportation Alternatives Program – 26 projects, approximately $15 million in funding
- WisDOT Surface Transportation Program – 15 projects, approximately $11 million in funding
- WisDOT Local Roads Improvement Program – 21 projects, approximately $9 million in funding
- Economic Development Administration – 12 projects, approximately $12 million in funding
- ACOE/WisDOT Harbor Assistance – 1 project, approximately $4 million in funding

MAXIMIZING FUNDS

MSA helps your community explore funding options that go beyond traditional public sources. Our dedicated funding specialists bring to the table a broad knowledge base of public funding sources, and are resourceful when it comes to identifying private, non-profit and other sources of funding. Financing methods and programs can be packaged with community resources to complete the must-do projects as well as create or enhance parks, recreational facilities, libraries and other projects that improve the fabric of your community. We help you strategize by combining our knowledge of a variety of funding sources with our expertise in bundling them together to help keep your costs low.

PROJECT UNDERSTANDING

MSA feels it is important to develop specific project approaches for every project due to their uniqueness. The main engineering disciplines needed for this project are urban design meeting WisDOT requirements, while integrating local utility improvements, — two fields where our experience shines through. We will utilize our experience in these two areas to complete the project in conformance with the Village's high expectations.

WISDOT STP-URBAN DESIGN PROJECT PROCESS

We understand that by utilizing STP-Urban funding for the project, the design and construction process must follow WisDOT procedures through the Local Program to meet state and federal requirements. MSA has more than 40 years of experience with WisDOT-managed projects. We have successfully completed a number of similar projects in Wisconsin that have similar project goals to this project while navigating the challenges of a relatively rigid DOT process. We have built strong relationships with a number of North Central Region DOT staff who will be reviewing these plans, and we will coordinate with them to make sure timely approvals on the necessary documentation keep the project on schedule throughout the design. The design team's experience with WisDOT staff and their process will make sure that requirements necessary for funding are followed. The design will be compliant with federal, state, and Village standards.

VILLAGE PRIORITIES

While meeting WisDOT standards is important for compliance with STP-Urban funding, it is equally important to make sure Village priorities are being met with the project. The recently adopted Comprehensive Plan and Strategic Plan for the Village both emphasize the need for renewed focus on infrastructure improvements. Priorities include the addition of watermain and fire hydrant infrastructure, drainage improvements and streetlight replacement. Design services for water system and streetlight improvements are not specifically requested in the RFQ, however, understanding the complete picture is critical for a successful project outcome.

STREET IMPROVEMENTS

As identified in the RFQ, the project scope includes reconstruction of Ridgewood Drive from Sunset Avenue to Greenbriar Avenue and Greenbriar Avenue from Ridgewood Drive to Hillcrest Drive, totaling approximately 2,500 feet. The Village Street system has evolved over the years from gravel surfaces to oiled gravel to cold mix and chip seal. The underlying sandy soils are well drained and generally not susceptible to annual frost cycles, which has allowed streets to be constructed with little or no base. Current pavement condition on Ridgewood Drive and Greenbriar Avenue is rated fair to poor with PASER rating of 4 to 5 out of 10. The sandy soils have also allowed the Village to develop without a defined drainage system within it's public rights of way. Ditches or swales have been constructed adjacent to roadways over the years, however, they have typically relied on stormwater to infiltrate into the existing sandy soils rather than be conveyed horizontally via ditches and culverts. The Village desires to maintain it's current rural feel with the proposed project, utilizing a rural typical section (no curb and gutter) and improving drainage with the addition of swales and ditches that still rely on infiltration for stormwater management.



Intersection of Ridgewood and Sunset Looking East

PROJECT APPROACH

In reviewing the RFQ, project objective/needs, and WisDOT requirements, the MSA team has identified the following unique design issues and approach to addressing them as the project moves forward.

PHASE 1.0 - STP URBAN GRANT APPLICATION

During this phase MSA will undertake all aspects of grant preparation and submit a complete application for signature by the Village and submittal to WisDOT to meet the October 27, 2023 deadline.

TASK 1.0 - PROJECT KICKOFF

Attend one meeting with Village staff to review project scope.

TASK 2.0 - PREPARE MAPS AND COST ESTIMATES

MSA will identify and account for costs related to project scope and WisDOT requirements, including such items as WisDOT review and oversight fees, environmental documentation, pavement design report, design study report, utility coordination, traffic control plans, Pre-Bid documents, real estate acquisition needs and WisDOT appointed construction inspection.

TASK 3.0 - PREPARE APPLICATION MATERIALS

MSA will prepare narrative, exhibits, maps and complete application forms for a complete submittal.

PHASE 2.0 - DESIGN AND BIDDING

Upon successful award of a grant application, MSA will submit a detailed scope of work and engineering cost proposal to meet the approved timeline, based on the following tasks and any other WisDOT requirements for the program.



Intersection of Ridgewood and Sunset Looking East

TASK 1.0 - PROJECT MANAGEMENT

Our project manager, Dan Knoeck, will lead the delivery of the project and will be the primary point of communication throughout, including correspondence with the Village, WisDOT, review agencies, and local officials. It is an asset to have an experienced partner that can anticipate challenges and get ahead of them for a streamlined project delivery. Dan will be responsible for providing regular project updates to keep all parties informed of the project status, schedule, and budget at any given time during project development. These regular updates will provide information on what tasks were recently completed, what deliverables or milestones are coming up, and any current or outstanding issues that need resolution.

TASK 2.0 - PUBLIC ENGAGEMENT AND COMMUNICATIONS

We understand that infrastructure projects have an impact on the residents in the neighborhood. Stakeholder support is essential to the success of a project and this support is the result of superior communication. MSA is well versed in using in-person and/or virtual public involvement meeting strategies to effectively communicate the proposed project improvements and gain public feedback.

MSA anticipates a public involvement meeting early on for this project to allow property owners an opportunity to provide feedback before the 30% PS&E deliverable is developed.

TASK 3.0 - GEOTECHNICAL INVESTIGATION

American Engineering Testing (AET) has provided pavement cores and shallow boring information throughout the Village as part of the recent Capital Improvement Planning process. AET will be providing additional project-specific geotechnical borings/field work to define a proposed pavement design. This information will be summarized in a pavement design report (PDR) which is a standard deliverable as part of the WisDOT design process.

TASK 4.0 - PRELIMINARY DESIGN

Urban design projects introduce a number of challenges. The MSA team is extremely qualified to address those challenges head on. We know the importance of the 30%, 60%, and 90% stages of the project in order for both the Village and WisDOT to understand the progress of the designs. The following tasks are proposed as part of a comprehensive preliminary design approach.

Task 4.1 - Topographic Survey

MSA is well versed in WisDOT standards and can produce base mapping in WisDOT standards in AutoCAD Civil 3D. Capturing existing conditions, including trees and landscaping, is a critical component to be able to develop an accurate and informed design.

Task 4.2 - Private Utility Coordination

Improvements along the corridor have the potential to conflict with various utilities. MSA has always believed in a proactive approach to utility coordination. Successful coordination requires early and continued communication with utilities to make sure they are kept in the loop as the design progresses.

Task 4.3 - Design Stormwater Report

MSA will follow WisDOT standards to evaluate specific stormwater needs on this project and produce required reports. Items to consider on this project include the need for swales or ditches to allow storage for stormwater infiltration and the potential for enhanced infiltration strategies at sump locations. Finding a balance between adequate drainage and minimizing impacts to existing facilities and mature trees will be critical.

Task 4.4 - Local Utility Design

Another important aspect of the project will be to incorporate local utility improvements and resulting impacts as part of the design process. While not part of the scope of the RFQ, we understand the Village's desire to install watermain, fire hydrants, water service stubs, and streetlighting as part of this project. The existing sanitary sewer system may also need spot improvements or repairs. Early evaluation and location decisions will be important to keep the project on track.

Task 4.5 - Preliminary Layout & 30% PS&E

A preliminary layout will be developed as part of the 30% PS&E deliverable phase. This stage allows the Village to see the concept layout and initial impacts to utilities and right-of-way. Comments are critical at this stage to set the design on the right path.



Ridgewood at Greenbriar Looking West

Task 4.6 - Cost Estimates

At each of the project milestone stages (30% PS&E, 60% PS&E, 90 PS&E, and Final PS&E), MSA will provide current cost estimates for the project. With the recent fluctuation in construction costs, MSA will continue to monitor current trends for bid prices using both WisDOT estimator software and BidExpress to make sure cost estimates are as accurate as possible. Contingencies will be applied for each stage, but will diminish as details of the design become established.

TASK 5.0 - FINAL DESIGN

Final design will include the 60%, 90%, and Final deliverables phases.

60% Design Stage: Based on feedback from the Village and from residents, this stage expands the concepts and more details of the design are determined. Right-of-way impacts are finalized at this stage. At the completion of the 60% stage, the plat (if required) should be completed and approved. This step is extremely important with the schedule for the project to maximize the time for real estate acquisition, if needed. MSA's in-house real estate experts have worked in WisDOT Northcentral Region in the past and could assist with the acquisition if requested.

MSA's familiarity with the WisDOT process and standards, particularly those with STP-Urban funding, will make sure reports such as the Section 106, CEC, Design Study Report, Pavement Design Report, and Plat are completed properly and timely while not jeopardizing funding for the project.

90% and Final Design Stage: At this stage, all project decisions will have been made and final details are worked out. A full plan set will be provided to the Village with all comments from the 30% and 60% stages addressed. The period between 90% and Final Design is allocated for the City to provide final comments to be included in the plans prior to signature.

Task 5.1 - Project Manual and Special Provisions

MSA is intimately familiar with federal requirements and WisDOT standards related to the project manual and special provisions. MSA will coordinate with the Village to develop unique items for the project not covered by WisDOT.

Task 5.2 - Cost Estimate

MSA will provide a final engineer's estimate based on the latest cost data.

Task 5.3 - Permitting and Environmental Documentation

It is very likely that when final scoping is completed with WisDOT Local Program, a Categorical Exclusion Checklist (CEC) will be

required for environmental review. MSA has in-house staff that are experts and have navigated this process without issues. As part of the environmental process, there are a few notes that should be made:

Section 106 cultural resources reveiw and approval is a critical path to meet the schedule. The project appears to be a good candidate to make the screening list for archaeology and history but will be determined early on in the project to determine if additional coordination will be required.

New right-of-way can sometimes fall under this same designation, but if not, can involve a lengthy and expensive evaluation study demonstrating that there is no prudent and feasible alternative to the fee acquisition. Avoiding new right-of-way is highly recommended.

TASK 6.0 - OPTIONAL SERVICES

The below items may be required on this project depending on the level of impact of the selected design alternative.

Task 6.1 - Transportation Project Plat

Depending upon final construction limits, temporary or permanent easements may be required for work that encroaches on private property. MSA has completed dozens of plats for WisDOT and the Local Program, including a number of Transportation Project Plans (TPP) and traditional right-of-way plats. On recent projects, traditional plats have been created, but the team is experienced in both documents. If the design makes the option feasible, the Village may want to consider using TLE Exhibits to document spot TLEs for the project. This new document takes less time and is becoming more utilized throughout the state when temporary easements are scattered throughout a project corridor. Regardless of the delivery method, our plat staff works closely with our surveyors to make sure all available irons are identified. They also coordinate with our real estate acquisition staff to make sure decisions on easements or right-of-way needs for the project consider the most economical approach.

CITY STAFF PARTICIPATION

MSA does not foresee significant City staff participation outside of discussing project updates, reviews and stakeholder participation. A city representative “sponsor” may need to sign design documentation outlined in the State Municipal Agreement including public involvement plan, pavement design report and final plans.

RFP SCOPE OF SERVICES MODIFICATIONS

MSA currently does not see any additional services omitted from the scope that have not been outlined in our project approach.



Greenbriar at Ridgewood Looking North

KEY PERSONNEL

Our team is staffed to handle the needs of your projects. We are a group of experienced transportation engineers and surveying specialists backed by more than 400 other technical specialists who are accustomed to working together on similar projects. Our familiarity with each other will enable us to meet your workload and timeline requirements. **We have chosen a team that reflects the needs for this project, including familiarity with similar-sized projects, and the expertise to explore all viable alternatives.**

Village of Park Ridge



Dan Knoeck, PE
Senior Project Manager



Sean Spromberg, PE
Project Manager



Brian Huibregtse, PE, PTOE
Traffic Lead



Dave Katzner, PE
Design Lead



Chad Grundemann, PE
Utilities Lead



Zach Rickman
Project Engineer



Curt Schley, PLS
Survey and Right-of-Way Lead



Shawn Dolens
Technician Lead

Subconsultant

American Engineering Testing (AET)
Soil Borings for Pavement Design



Dan Knoeck, PE

SENIOR PROJECT MANAGER

As Senior Project Manager, Dan will serve as the primary point of contact for the Village of Park Ridge, WisDOT NC Region, and project stakeholders. Dan will manage project schedule, deliverable submittal and review coordination. He will also coordinate and lead project and plan review meetings.

Dan has more than 34 years of experience in municipal public works administration and transportation project development. He has led a department in a wide variety of ongoing initiatives and major projects and has the ability to connect with elected officials, citizens and others to build trust and establish lasting relationships. Prior to working at MSA he served as the public works director for the City of Marshfield for 25 years.

Education

B.S., Civil & Environmental Engineering
University of Wisconsin-Madison

Registration

Professional Engineer, WI

Additional Project Experience

Daniels Addition City Subdivision, Marshfield, WI*

Construction of 22 lot subdivision to create new lots to meet emerging need for new housing. Aided in initial feasibility assessment. Served as project manager for all aspects of the project including scheduling, design, bidding, public involvement, construction and budget management.

Public Works Facility Feasibility Planning, Marshfield, WI*

Space needs assessment and future site planning for new public works facility. Led staff team to work with consultant on documenting existing space and facility components as well as projected future needs. Continued with the evaluation of a possible shared site with Wood County.

Yellowstone Industrial Park Rail Spur Extension, Marshfield, WI*

Planning, design, and construction of an 1,800-foot rail spur extension to serve new 250,000 SF manufacturing facility. Served as project manager for all aspects of this fast-tracked project including, preplanning, environmental review, property acquisition, design, bidding, construction, and budget management.

**Denotes experience prior to MSA.*



Sean Spromberg, PE

PROJECT MANAGER

As Project Manager, Sean will provide WisDOT Liaison and Local Program expertise focusing on project development requirements and timelines.

Sean has more than 20 years of industry experience managing transportation, municipal, and site design projects. He leads client relations, design, scheduling, and public involvement throughout all aspects of project development. Sean has been involved in the public and construction sectors, affording him a distinct advantage in understanding and providing engineering services that makes sure all aspects of a project are thoroughly encompassed.

Education

B.S., Civil Engineering, Michigan State University

Registration

Professional Engineer, WI, CA, MN

Additional Project Experience

- **Meridian Avenue, Town of Green Grove,** Clark County, WI
- **Military Road & Business USH 51 Intersection,** Marathon County, WI
- **USH 8, St Croix River to Glacier Drive,** St. Croix Falls, WI
- **STH 182, STH 13 to Saunders Avenue,** Park Falls, WI
- **USH 51, Minocqua Bridge to Lakeshore Drive,** Minocqua, WI
- **USH 45, STH 70 to Chain O Lakes Road, Eagle River,** Vilas County, WI
- **STH 54 & CTH U Intersection J-Turn,** Wood & Portage Counties, WI
- **USH 51 & STH 29 Cable Guard,** Lincoln & Shawano Counties, WI
- **Kronenwetter Bike Path, Village of Kronenwetter,** Marathon County, WI
- **City of Depere Culvert Replacement,** Brown County, WI
- **STH 35 Village of Somerset,** St. Croix County, WI
- **West Grand Avenue, Grand Avenue to Rothschild,** City of Schofield, Marathon County, WI
- **STH 65 Star Prairie,** St. Croix County, WI
- **CTH H, Town of Pine River,** Waushara County, WI
- **CTH E, County line to Waupaca,** Waupaca County, WI
- **Island Lake Road, Town of Carey,** Iron County, WI
- **STH 64, Pine River Bridge Alternatives Report,** Lincoln County, WI



Brian Huibregtse, PE, PTOE
TRAFFIC LEAD

Brian will lead the traffic elements of this project.

Brian's expertise includes project management and design engineering for transportation and traffic projects. His project experience includes urban design, traffic signal design, intersection control evaluations, public involvement and all aspects of the WisDOT design process, including a number of HSIP-funded projects. He has also been lead design engineer for a variety of projects similar to this project. Brian has been one of MSA's lead engineers focusing on ADA compliance. He has given multiple presentations to public and private sector engineers on current ADA-compliant practices and curb ramp design.

Education
B.S., Civil Engineering
University of Wisconsin-Madison

Registration | Certifications
Professional Engineer, WI, MN
Professional Traffic Operations Engineer

Additional Project Experience
- **WIS 113 Rehabilitation and Intersection Safety Improvements,** Madison/Waunakee, WI
- **Cottage Grove Road and US 51 Interchange,** Madison, WI
- **Atwood Avenue,** Madison, WI
- **CTH M, Cross Country Road to Prairie Hill Road,** Madison, WI
- **STH 113 Packers Ave,** Madison, WI
- **State Street (400,500 blocks),** Madison, WI
- **W. Milwaukee St., River St. to Center Ave.,** Janesville, WI



Dave Katzner, PE
DESIGN LEAD

Dave will provide roadway and drainage design.

Dave has 20 years of experience as a design and construction project leader on WisDOT and local highway and bridge projects. His duties with MSA include managing design and construction projects using WisDOT standards. He has experience in highway design, review meetings, managing relations with landowners, WisDOT, DNR, and other agencies, developing plans, specifications, and final plan submittal.

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

Registration
Professional Engineer, WI

Selected Project Experience
- **E. 29th Street,** Marshfield, WI
- **CTH E,** Marathon County, WI
- **USH 10 Frontage Road,** Auburndale, WI
- **USH 10 & Veterans Parkway Construction,** Wood County, WI
- **STH 29 Bridges,** Shawano County, WI
- **STH 121,** Trempealeau County, WI
- **USH 12/ WIS 16,** Juneau County, WI
- **STH 110,** Waupaca County, WI
- **USH 45,** Waupaca County, WI
- **STH 54,** Wood County, WI
- **STH 49,** Waushara County, WI
- **STH 54,** Wood County, WI
- **USH 45,** Waupaca County, WI
- **STH 98,** Clark County, WI
- **STH 54, STH 17,** Wood County, WI
- **USH 10,** Wood County, WI



Chad Grundemann, PE
UTILITIES LEAD

Chad will provide watermain design engineering services.

Chad brings extensive experience and knowledge of WisDOT standard procedures and specifications for highway design and construction. He is well versed in the bicycle and pedestrian accommodation requirements set forth in the WisDOT Facilities Development Manual and the Wisconsin Bicycle Facility Handbook. His experience includes serving as lead design and construction engineer for both urban and rural trail and park projects.

Education
B.S., Civil Engineering
Michigan Technological University

Registration
Professional Engineer, WI

Selected Project Experience
- **Sandcrest, Valley View, and Green Meadow Storm Sewer Improvements and Stormwater Pond Expansion,** Wautoma, WI
- **Water Street Storm Sewer Improvements,** Wautoma, WI
- **River Street Rehabilitation and Stormwater Ditching / Culvert Rehabilitation,** Wautoma, WI
- **Swan Avenue Rehabilitation and Drainage Improvements,** Rib Mountain, WI
- **Birch and Division Street, Utilities, and Storm Sewer Reconstruction and River Outfall Improvements,** Rothschild, WI



Zach Rickman
PROJECT ENGINEER

Zach will assist with roadway and utility design.

Zach's engineering experience includes construction project management, transportation and water resource management. He has served in an engineering role on a variety of different commercial, educational and industrial buildings. He has also worked in a number of municipal roles including transportation, water main replacement and road reconstruction.

Education
B.S., Civil Engineering
University of Wisconsin-Madison

Registration
Professional Engineer, WI

Selected Project Experience
- **Pray Avenue, Cunningham Creek Bridge B-10-237,** Clark County, WI
- **Riplinger Road, S Fork Popple R Bridge B-10-0238, Clark County,** Riplinger, WI
- **STH 29 Bridge Rehabs,** Chippewa and Clark County, WI
- **Meridian Avenue over East Fork Popple River,** Town of Green Grove, Clark County, WI
- **South and Main Streets STH 98,** Loyal, WI
- **CTH F, West County Line to STH 97, Marathon County,** Athens, WI
- **Elm Road, Dill Creek Bridge B-37-0444,** Marathon County, Unity, WI
- **STH 70, USH 51 to STH 155,** Vilas County, WI



Curt Schley, PLS
SURVEY & RIGHT-OF-WAY LEAD

Curt will serve as senior project surveyor and oversee the field crew and certify deliverables for the project.

Curt has been a project manager responsible for field and office operations of municipal and private surveying services. He has numerous years of experience performing construction, topographic, ALTA and cadastral surveys specializing in street reconstruction projects and right-of-way retracement/definition. Curt is involved internally with MSA's Survey Community of Practice establishing procedures, policies and QC criteria for all surveyors within the company.

Education
B.S., Technical Management
Devry University

Registration
Professional Land Surveyor, WI, MN

Selected Project Experience
- **WisDOT STH 76,** WI
- **WisDOT STH 34,** WI
- **WisDOT STH 73,** WI
- **River West Drive,** Duluth, MN
- **Energy Park,** Ramsey County, MN
- **Poppy Street/225th Avenue Reconstruction,** Anoka County, MN
- **Flamingo Street/201st Avenue Reconstruction,** Anoka County, MN
- **Holly Street NW Reconstruction,** Anoka County, MN
- **The Coves of Northwood Meadows,** Scott County, MN
- **Raven Stream Village 1st and 2nd Additions,** Anoka County, MN



Shawn Dolens
TECHNICIAN LEAD

Shawn will serve as lead technician overseeing all aspects of plan development.

As an Engineering Technician, Shawn has worked on a variety of projects, including roadway construction, airport construction, subdivision development, municipal water construction, parking lot construction, wastewater treatment plant drafting & mechanical design. These projects include surveying, construction staking, inspection, computer aided drafting, quantity computations, and materials testing.

Education
A.S., Civil Engineering
Mid-State Technical College

Selected Project Experience
- **Jefferson Street & 3rd Avenue Reconstruction,** Pittsville, WI
- **2016 Street Improvements,** Wautoma, WI
- **2015 Street and Utility Construction,** Wautoma, WI
- **2014 Street Improvements,** Colby, WI
- **WisDOT STH 13 Reconstruction,** Colby, WI
- **North First Street Reconstruction,** Colby, WI
- **Adams Street Reconstruction,** Colby, WI
- **Main Street Reconstruction,** Colby, WI
- **WisDOT Bus. '13' (Central Avenue) Reconstruction,** Marshfield, WI
- **USH '10' Interceptor Sewer Project,** Marshfield, WI
- **USH '12' Utility Project,** Merrillan, WI
- **Frontage Road Reconstruction,** Stratford, WI

E. 29TH STREET

MARSHFIELD, WI | DATE COMPLETED: 2018

This project is included to show our experience with a WisDOT-Urban reconstruction, addition of bicycle and pedestrian amenities and understanding of the environmental process.



MSA provided full design services for this 1.0-mile, $4 million urban reconstruction project through the heart of the City of Marshfield Business Park. The existing roadway was beyond its useful life to accommodate future growth and mounting truck traffic. Several large businesses exist along the corridor that depend on the roadway for transportation. The route also serves as a main east-west corridor along the south side of town for area residents. The project included the design of a urban cross section with bike lanes and sidewalk. A large twin-cell box culvert on a tributary of Mill Creek and storm sewer throughout the corridor was reconstructed. Water, sanitary sewer, gas, electric, and communication utilities were all upgraded and relocated. The project design incorporated feedback from the public, local officials, utilities, and regulatory officials based on numerous stakeholder involvement meetings.

Reference information:
Tom Turchi, DPW | City of Marshfield | 630 S. Central Avenue, Marshfield, WI 54449
P: (715)-486-2034 | E: tom.turchi@ci.marshfield.wi.us

E 28TH STREET

SUPERIOR, WI | DATE COMPLETED: 2019

This project is included to show our experience with a WisDOT-Urban project and WisDOT design process.



N. 28th Street is a minor arterial on the south side of the City of Superior. It serves as a connection between STH 35 and USH 53. The prior roadway was a four-lane highway, with both curb and gutter and aggregate shoulder sections.

The STP-Urban project purpose was to address the failing pavement condition. The existing pavement was built directly on fill material, resulting in poor performance. The current AADT supported a “road diet” approach. Reducing the amount of pavement area put down allowed more budget for a thicker pavement section to support the high volume of truck traffic. The “road diet” approach also allowed for the addition of bicycle accommodations. Finally, the project included coordination for improvement of the rail crossing by adding gates and signals.

Reference information:
Todd Janigo, Public Works Director | City of Superior | 51 East First Street, Superior, WI 54880
P: (715) 395-7373 | E: janigot@ci.superior.wi.us

MILITARY ROAD

TOWN OF WASHINGTON, VILAS COUNTY, WI | DATE COMPLETED: 2021

This project is included to show our experience in rural highway design with sensitivity to adjacent properties and minimizing impacts.

Military Road (Forest Road 2178) is a rural roadway located in the Chequamegon-Nicolet National Forest. Nine miles of the roadway in the Township of Three Lakes were reconstructed to address poor pavement, drainage and cross slope deficiencies. To minimize tree cutting and impacts to the adjacent topography of this historic road, only spot profile and alignment improvements were incorporated into the final design. The existing vertical and horizontal alignments were utilized whenever possible. This allowed for the natural rustic setting of this roadway to remain, and provided a new roadway surface with improved cross slope and superelevation.

Additionally, MSA designed Phase II of the Federal Land Access Program (FLAP) project which is a 3-mile pulverize and overlay pavement replacement constructed in 2021.



Reference information:

Mike Grage, WisDOT NC Region Local Program | 510 North Hanson Lake Road, Rhinelander, WI 54501
P: (715) 365-5705 | E: Michael.Grage@dot.wi.gov

Affordable Tree Service, LLC

Tree Removal - Lot Clearing
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ESTIMATE

Affordable Tree Service, LLC
170560 Irvings Way
Rosholt, Wisconsin 54473
United States

Phone: 715-295-6000
Mobile: 715-252-8733

BILL TO
Park Ridge Village of
24 Crestwood Drive
Stevens Point, Wisconsin 54481
United States

Estimate Number:	1
Estimate Date:	September 21, 2023
Valid Until:	October 21, 2023
Estimate Total (USD):	**$5,000.00**

Services	Quantity	Price	Amount
Tree Trimming Trim all trees as needed on all village streets for Right-of-Way clearance. Any trees or branches 14 ft or lower to be removed and any thing growing past the road shoulder to be removed. All wood, branches, and debris cleaned up and removed.	1	$5,000.00	$5,000.00

Subtotal:	$5,000.00
tax exempt 0%:	$0.00
Total:	$5,000.00
Estimate Total (USD):	**$5,000.00**