

*** All present are expected to conduct themselves in accordance with our City's Core Values ***



OFFICIAL NOTICE AND AGENDA

of a meeting of a City Board, Commission, Department Committee, Agency, Corporation, Quasi-Municipal Corporation or Sub-unit thereof.

Notice is hereby given that the Park and Recreation Committee of the City of Wausau, Wisconsin will hold a regular or special meeting on the date, time and location shown below.

Meeting of the: **PARKS AND RECREATION COMMITTEE OF THE CITY OF WAUSAU**
Date/Time: **Monday, May 3, 2021 at 4:30pm**
Location: **City Hall (407 Grant Street, Wausau WI 54403) - Council Chambers**
Members: **Tom Neal, Patrick Peckham, Tom Kilian, Lou Larson, Sarah Watson**

AGENDA ITEMS FOR CONSIDERATION (All items listed may be acted upon)

- 1 Call the Meeting to Order
- 2 Public Comment or Suggestions
- 3 Approve Minutes - April 5, 2021
- 4 Discussion and Possible Action Recommending Approval of Contractor for Phase II of the Sylvan Hill Bike Park Improvements
- 5 Discussion and Possible Action to Reinstitute the Bike Share Program
- 6 Discussion and Possible Action Recommending 2022 Capital Improvement Projects
- 7 Discussion and Possible Action to Hold the June Meeting at Sylvan Hill Park
- 8 Educational Items
 - A. Park Update (Roads and Parking lots, Park Clean Up/Dumping Issues, Water Systems, Sports Fields, Tennis/Pickleball Courts, Scholfield Park, ADA Corrections, Routine Operations)
 - B. Riverside Park Testing Update
 - C. Barker Stewart Island Sawmill Planning Update
 - D. Dog Park Special Committee Update
 - E. 2nd Dog Park Location
- 9 Future Agenda Items -
- 10 Next Meeting Date - Monday, June 7, 2021 at 4:30pm
- 11 Adjournment

Pat Peckham, Chair

Due to the COVID-19 pandemic, this meeting is being held in person and via teleconference. Members of the media and the public may attend in person, subject to the social distancing rules of maintaining at least 6 feet apart from other individuals, or by calling 1-408-418-9388. The Access Code is 187 486 0502. Password: ParkComm05032021 (7275266605032021 from phones).

Individuals appearing in person will either be seated in the Council Chambers or an overflow room, subject to the social distancing rules. Space available will be on a first come, first served basis. All public participants' phones will be muted during the meeting. Members of the public who do not wish to appear in person may view the meeting live on the City of Wausau's YouTube Channel <http://www.tinyurl.com/WAAMedia>, over the internet by <https://waam.viebit.com/?folder=ALL>, live by cable TV, Channel 981, and a video is available in its entirety and can be accessed at <https://tinyurl.com/WausauCityCouncil>. Any person wishing to offer public comment who does not appear in person to do so, may e-mail Jamie.polley@co.marathon.wi.us with "Parks Committee public comment" in the subject line prior to the meeting start. All public comment, either by email or in person, will be limited to items on the agenda at this time. The messages related to agenda items received prior to the start of the meeting will be provided to the Chair.

In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 (ADA), the City of Wausau will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the ADA Coordinator at (715) 261-6590 or ADAServices@ci.wausau.wi.us to discuss your accessibility needs. We ask your request be provided a minimum of 72 hours before the scheduled event or meeting. If a request is made less than 72 hours before the event the City of Wausau will make a good faith effort to accommodate your request.

This Notice was posted at City Hall and faxed to the Daily Herald newsroom on 4/28/2021 @ 3:30 p.m. Questions regarding this agenda may be directed to Jodi Luebke, Park Office (715) 261-1560.

Distribution List: City Website, Media, WSD-Admin, Alderpersons, Mayor, Polley, Dept. Staff, Maryanne Groat, Brad Lenz, Eric Lindman, Lance Leonhard, Wisconsin Woodchucks, Wausau Events, Public Access, Wausau River District

AGENDA SUMMARY

4. Discussion and Possible Action Recommending Approval of Contractor for Phase II of the Sylvan Hill Bike Park Improvements

At the April 5 meeting of the Parks Committee the Committee supported moving forward with the first part of the second phase of improvements to Sylvan Hill bike park as presented by CWOCC. CWOCC has secured \$23,000 and is waiting on one additional national grant. This funding is close to the amount needed for the planned 2021 improvements which include the new return trail, beginner downhill trail and maintenance and small enhancements to the current trails. Staff issued a Request for Proposal for the proposed improvements. Proposals are due by Noon on Friday, April 30th.

Based on the proposals received, staff will make a recommendation to the Committee at the meeting. The Committee is asked to make a recommendation of approval to the City Council to enter into a contract with the recommended company.

5. Discussion and Possible Action to Reinstitute the Bike Share Program

In 2019 the City entered into a contract with Zagster to offer a bike share program to the community. The program was funded through a grant received from the Community Foundation of North Central Wisconsin. Within months of launching the program, Zagster filed for bankruptcy. Over the past year staff has been speaking with a number of other bike share companies. The City has retained the bikes and stations. In reviewing the companies, staff sought out a company that could utilize the current assets while implementing a new mobile software and provide the maintenance.

Staff would like to move forward with Tandem Mobility. At this time a two year contract is required for a total of \$25,150. There is currently \$16,550 remaining in the grant fund. In addition, the \$4,500 that the City received as a settlement with Zagster could also go towards the program. The first year program cost is \$13,900. The remaining \$4,100 needed for the second year could be funded through additional grants or included in the 2022 budget. The Committee is asked to approve reinstating the bike share program with the direction to seek sponsorship, additional grants or utilize room tax for the \$4,100.

6. Discussion and Possible Action Recommending 2022 Capital Improvement Projects

Capital Improvement Project requests are attached, please review prior to the meeting

7. Discussion and Possible Action to Hold the June Meeting at Sylvan Hill Park

A suggestion has been made to meet at Sylvan Hill Park for the June meeting. The Committee could take a tour of the bike trails and the remaining part of the meeting could take place in the chalet.

If the Committee wishes, move to hold the June meeting at Sylvan Hill Park.

8. Educational Items

8A. Park Update

Roads and Parking Lots:

Staff is removing winter debris (i.e. sand, etc.) from trails, roads and parking lots via sweeping and/or blowing.

Boulevard Sweeping:

Staff are sweeping boulevards in order to remove sand, salt and gravel from winter deposits. DPW is also involved in road/curb sweeping.

AGENDA SUMMARY

Park Cleanup:

General park cleanup has started with the arrival of warm weather and early snow departure. We have begun our garbage removal contract early due to the amount of illegal dumping in the parks. We have also had vandalism in some of the parks and work with the Wausau PD when needed. We do have security cameras in some of the parks and can add one temporarily if we continue to have problems.

Water Systems:

Plumbing reassembly is underway and meters will be reinstalled for seasonal use. Goal is to have park restrooms open by mid to late April (weather dependent).

Sports Fields:

Staff is preparing all athletic sports fields for use this spring including mowing, grooming, painting, etc.

Tennis/ Pickle Ball Courts:

Nets will be reinstalled starting this week (based on warm weather forecast).

Scholfield Park:

Staff is installing new playground equipment

ADA Study Barrier Corrections

Staff continues on corrections for ADA guidelines. Small correction levels include small plumbing fixes, fixture and grab bar relocations in restrooms, tree path obstructions, adding ADA approved picnic tables, etc.

Routine Operations/Programs:

Urban forestry program; Ash tree removal (EAB), stump grinding, tree trimming, removals. Trees are starting to arrive for spring planting.

Building and structure maintenance.

Shelter reservations and Special Events;

Equipment maintenance and repair

Restroom Maintenance

8B. Riverside Park Testing Update

A memo from the Public Works Director, Eric Lindman, is attached providing an update on the soil testing at Riverside Park.

8C. Barker Stewart Island Sawmill Planning Update

The City received five proposals for design services to assist the City to determine the suitable size and materials to construct the historic mill building on Barker Stewart Island and prepare detailed plans and cost estimates for the construction of the building. Staff chose Galbraith Carnahan Architects and is currently working through the contract. The proposal is attached. Members of the team are familiar with Wausau having worked on Athletic Park and Aspirus YMCA. The planning process is planned to take three months.

8D. Dog Park Special Committee Update

The Dog Park Special Committee met in April. The members present discussed having a soft opening of the park around May 15 contingent upon established turf. The Grand Opening is planned for June 5. The entrance sign is complete and will be installed in early May. The committee chose a variety of agility equipment. Irrigation will be determined after the committee can see how the park is utilized and where the wear patterns are.

AGENDA SUMMARY

8E. 2nd Dog Park Location

Chair Peckham asked for an update on a site that staff had inquired about in March of 2019 as a potential site for a 2nd dog park. The site is 10 acres located under the overpasses where Menards was previously located. Staff has not been in contact with the Department of Transportation since March of 2019 but at that time the DOT was willing to discuss the site with the City. A lease agreement would be required. If the Committee concurs, staff can reach out to the DOT again to see if the option is still available.

DRAFT

CITY OF WAUSAU – PARK AND RECREATION COMMITTEE MEETING MINUTES

Date/Time: April 5, 2021 at 4:30 p.m. Location: Council Chambers, City Hall
Members Present: Tom Kilian-(via webex), Lou Larson-(via webex), Pat Peckham (c), Sarah Watson-(via webex)
Others Present: Jamie Polley-Director, Mark Dorow-Recreation Superintendent, Katie Rosenberg-Mayor
Members Excused: Tom Neal

1. In accordance with Chapter 19, Wisc. Statutes, notice of this meeting was posted and sent to the Daily Herald in the proper manner. A quorum was present and the meeting was called to order by Chairman Peckham at 4:30pm.
2. Public Comment – Polley introduced Mark Dorow, Recreation Superintendent who was hired in March. Dorow gave some history about himself and the items he is currently working on for the Department.
3. Approval of Minutes – March 1, 2021 – **Motion** by Kilian, second by Larson to approve the Park and Recreation Committee draft March 1, 2021 minutes. Motion **carried** by voice vote, vote reflected as 4-0.
4. Discussion and Possible Action Approving Phase II of the Sylvan Hill Bike Park Improvements – Polley explained the Central Wisconsin Off road Cycling Coalition (CWOCC) has submitted a proposal to make improvements to Sylvan Hill Park mountain biking trails. The goal of the enhancements is to provide an additional riding experience to Sylvan Hill Park that does not currently exist there. The Park Committee had reviewed the proposal in 2020 and supported the plan (4-1) to allow CWOCC to fundraise for the improvements. Over the past few months CWOCC has secured \$23,000 and is waiting on one additional national grant. This funding is close to the amount needed for the planned 2021 improvements which include the new return trail, beginner downhill trail and maintenance and small enhancements to the current trails. The next step in the process is to issue a request for proposal (RFP) for the planned work. The department will then enter into an agreement with the approved contractor for the work to be completed. The Parks Committee is asked to approve the work to be completed at Sylvan Hill Bike Park and authorize staff to issue an RFP and execute an agreement with the approved contractor.

Polley clarified that the shelter component is not part of this phase, it is a future item that CWOCC will continue to fundraise for and if they cannot raise the funding for it, it will be brought in the future to the full Council as a Capital Improvement Project request. She also explained that the RFP will not be for the entire project at this point because CWOCC doesn't have funding for the entire project so they would just do what the estimated funding covers. **Motion** by Larson, second by Watson to approve going forward with the RFP's for what their funding allows. Motion **carried** by voice vote, vote reflected as 4-0.
5. Discussion and Possible Action to Develop a Policy for the Lighting of the Riverlife Bridge – Polley explained that Staff had presented the original bridge lighting plan and discussed the difficulties with changing the light color at the last meeting. Staff was asked to come back to the Committee with a revised list of dates or occasions where the bridge lighting could be programmed differently. Members were provided with a list of all holidays (Federal, State, observed etc.) and a list of monthly recognized causes. There are a number of additional holidays and causes that could be added to the list. If the City opened the bridge lighting up to requests for lighting changes, it is highly likely that the City could receive multiple requests for the same dates for different causes. Staff's recommendation is that the bridge lighting only be changed for Federal or State holidays. Discussion followed. **Motion** by Larson, second by Kilian to follow staff recommendation and change the bridge lighting only for Federal or State holidays. Motion **carried** by voice vote, vote reflected as 4-0.
6. Discussion and Possible Action Establishing Naming Rights Criteria for Parks and Park Facilities – Polley said at the last meeting, staff shared that at this time the City of Wausau does not have a Naming Rights policy and the County's policy for naming, dedication, and sponsorship of Marathon County facilities, rooms and open spaces exempts parks and park facilities. The Committee was supportive of developing naming rights criteria to assist them in the future as these requests arise. The Committee did not feel a formal policy was necessary at this time. It is important to develop guidelines and criteria that the Committee and Commission can utilize to make an informed, impartial decision on the naming of City and County parks and park facilities.

Staff has developed a draft of park naming guidelines and criteria based on feedback from the last meeting. Naming rights are in perpetuity and would always come to Committee for approval. This item was discussed at the Park Commission meeting last week and they felt the document could be used going forward. Polley discussed the guidelines and said Committee will be able to determine on a case by case basis, or even if they want to entertain a name, but it will give them criteria to consider in making naming decisions.

Kilian discussed the section that talks about naming groups, organizations or individuals and they should be highly esteemed in the community without criminal or legal judgements. He felt that because parks have such a close relationship with the environment that, if not covered already, they could also incorporate environmental regulatory judgements. **Motion** by Kilian, second by Larson that upon validation by legal counsel that the wording in that section be changed to read “....without criminal or legal judgements *including violations of environmental law...*” Motion **carried** by voice vote, vote reflected as 4-0.

7. Discussion Regarding the Establishing a Sponsorship Policy for Parks and Park Facilities – At the last meeting the Committee was supportive of staff developing a sponsorship policy. Staff has developed a draft policy that will allow for sponsorships that will support the department in a manner that respects the noncommercial nature of the Department’s property and services. Polley discussed how the policy sets the standards, guidelines and approval criteria for solicitation, consideration and acceptance of sponsorships. It is designed to protect the image and value of its facilities and services, to protect the Department from risk and to uphold the Department’s stewardship role to safeguard Department assets and interests. No sponsorship shall be approved that will compromise or damage the public trust or conflict with or compromise the Department’s reputation, mission, image, values or aesthetic interests. It is also designed to ensure an open and fair public process for soliciting and considering sponsorship opportunities to provide the Department will full and final decision making authority on any sponsorship opportunity, thus protecting its integrity and the integrity of its facilities, programs and services and will allow eligible outside entities interested in sponsorship opportunities (‘potential sponsors’) to easily view and understand the various sponsorship opportunities available.

Polley stressed the importance of keeping public trust in mind when seeking sponsors. Sponsors should mirror the Departments mission and values and what it is trying to do in the community. She discussed the details of the three different levels of sponsorships. Also covered in the policy are the public access to sponsorship opportunities, the criteria for review of sponsors and offers of sponsorship, potentially acceptable and permissible recognition message formats, the sponsorship agreement, and the appeal process. **Motion** by Larson, second by Watson to approve the sponsorship policy for parks and park facilities. Motion **carried** by voice vote, vote reflected as 4-0.

8. Discussion and Possible Action Regarding Further Testing at Riverside Park – The DNR is requesting additional testing at three sites in Riverside Park. The Public Works Director, Eric Lindman will be working with REI to figure out when the plan can be put together. Kilian would like this Committee to receive monthly updates from the Public Works Department as well as Public Works/DNR communications. He has only seen a handful of documents on the DNR website page regarding this site and felt it was a manageable request. Peckham said he would include Lindman when he solicits items for the agenda and have a place for him in the agenda packet so if there is anything worth sharing or of note Lindman could provide it then. **Motion** by Kilian, second by Larson to request summaries from Lindman and communications and records exchanged with the DNR regarding Riverside Park. Motion **carried** by voice vote, vote reflected as 4-0.

9. Educational Items

A. Park Update (Roads and Parking lots, Park Clean Up/Dumping Issues, Water Systems, Tennis/Pickleball Courts, Scholfield Park, ADA Corrections, Routine Operations) – Roads and Parking Lots: Staff is removing winter debris (i.e. sand, etc.) from trails, roads and parking lots via sweeping and/or blowing. Boulevard Sweeping: Staff is sweeping boulevards in order to remove sand, salt and gravel from winter deposits. DPW is also involved in road/curb sweeping. Park Cleanup: General park cleanup has started with the arrival of warm weather and early snow departure. The garbage removal contract was begun early due to the amount of illegal dumping in the parks. There has also been vandalism in some of the parks and we work with the Wausau PD when needed. There are security cameras in some of the parks and we can add one temporarily if problems continue. Water Systems: Plumbing reassembly is underway and meters will be reinstalled for seasonal use. The goal is to have park restrooms open by mid to late April (weather

dependent). Tennis/ Pickle Ball Courts: Nets will be reinstalled starting this week (based on warm weather forecast). Scholfield Park: Staff is installing new playground equipment. ADA Study Barrier Corrections: Staff continues on corrections for ADA guidelines. Small correction levels include small plumbing fixes, fixture and grab bar relocations in restrooms, tree path obstructions, adding ADA approved picnic tables, etc. Routine Operations/Programs: Snow removal operations of trails, sidewalks, roadways, and parking lots; urban forestry program of ash trees removals (EAB), stump grinding, tree trimming, and other removals; trees are starting to arrive for spring planting; building and structure maintenance; shelter reservations and special events; equipment maintenance and repair, restroom maintenance.

B. Pool Staffing and Operations Update – The Department is planning to open the pools as well as recreation programs this summer. Staff is in the process of hiring and trying to find enough lifeguards for the pools. Once we know our staffing we will be looking at the operations plan that we presented to the Park Committee in December and making adjustments based on current CDC and Health Department guidelines.

C. Bird City Designation – Wausau is once again renewed as a Bird City and has received High Flyer status. The resolution will be coming to the City Council in May.

D. Dog Park Special Committee Update – Polley reported that due to the lack of snow cover to protect the turf being established the Dog Park Special Committee chose to cancel the Open House event that had been scheduled for March 6th. They had approved the Two Hearts Dog Park entrance sign and it is currently in production. To date the city has received \$9,464.85 of the \$17,500 for the park naming commitment. Brian West is working with Bunkers Golf Course to hold a raffle to raise money towards the park naming and is selling raffle tickets. An event at Bunkers is also planned for May 1 and Mr. West continues to apply for grant/donation funding. The \$17,500 will be paid prior to the park opening.

10. Future Agenda Items – Riverside Park Testing Updates

11. Next Meeting Date – Monday, May 3, 2021 at 4:30pm

12. Adjournment – **Motion** by Larson, second by Watson to adjourn at 5:35pm. Motion **carried** by voice vote, vote reflected as 5-0.

**REQUEST FOR QUOTES
FOR
SYLVAN HILL BIKE TRAIL IMPROVEMENTS**

Wausau/Marathon County Parks, Recreation & Forestry will accept quotes from qualified firms for the 2021 items as identified on page 6 (last page) of the project proposal (Return trail and maintenance to existing trails). The project is for work on single track mountain bike trails at Sylvan Hill Park, Wausau, Wisconsin. The quotes shall be submitted by **Noon, April 30, 2021** to Jamie Polley, Director, Wausau/Marathon County Parks, Recreation and Forestry Department, 212 River Drive, Suite 2 Wausau, WI 54403.

Instructions to interested firms may be obtained from the Wausau and Marathon County Parks, Recreation and Forestry Department, 212 River Drive, Suite 2 Wausau WI 54403, phone 715-261-1550, email jamie.polley@co.marathon.wi.us

All quotes must be received at the Wausau and Marathon County Parks, Recreation and Forestry Department, 212 River Drive Suite 2, Wausau, WI 54403 no later than Noon, Friday, April 30, 2021. Quotes received after that date and time will not be accepted. Actual receipt by said time is required and deposit in the mail, facsimile or email is not sufficient.

The City reserves the right to accept or reject, in whole or in part, any or all quotes, to waive technical deficiencies in the quotes, and award the contract deemed in the best interests of the City. This solicitation may also be cancelled if determined to be in the best interests of the City.

County of Marathon/City of Wausau

By: Jamie Polley, Director

Wausau and Marathon County Parks, Recreation, and Forestry Department



Wausau & Marathon County
**Parks, Recreation
& Forestry**



DRAFT QUOTE

Wausau, WI

Date
Apr 20, 2021

Expiry
Jul 20, 2021

Quote Number
QU-0034

Reference
Operations Only Turnkey
Pedal Bike Share

Tandem Mobility
Attention: Keli Hoyt-Rupert
3482 S Lyn Haven Dr.
Grand Rapids MI 49512
UNITED STATES

Wausau Bike Share: Year One

Description	Quantity	Unit Price	Discount	Tax	Amount USD
Turnkey Bike Share Operations 9 bikes / 2 stations Recurring annual fees Term: 2 years Launch date: TBD	9.00	1,250.00	0.00%	Tax on Sales	11,250.00
Custom Station Sign Branding (double-sided), includes installation	2.00	200.00	0.00%	Tax on Sales	400.00
Custom Bike Branding, includes multiple frame and basket placements & installation	9.00	50.00	0.00%	Tax on Sales	450.00
One time fee per bike for Turnkey Operations contracts less than 3 years (100% of the fee may be applied to 3rd year annual fees upon renewal)	9.00	200.00	0.00%	Tax on Sales	1,800.00
Subtotal					13,900.00
TOTAL USD					13,900.00

Terms

Additional Fees related to Rider Revenue:
Stripe fees for credit card processing + 3.1% platform fee on all fees charged to users.

Standard Turnkey Bike Share Operations includes software, standard maintenance and program operations, rider support, marketing, account management, and insurance.



DRAFT QUOTE

Wausau, WI

Date
Apr 20, 2021

Expiry
Jul 20, 2021

Quote Number
QU-0035

Reference
Operations Only Turnkey
Pedal Bike Share

Tandem Mobility
Attention: Keli Hoyt-Rupert
3482 S Lyn Haven Dr.
Grand Rapids MI 49512
UNITED STATES

Wausau Bike Share: Year Two

Description	Quantity	Unit Price	Discount	Tax	Amount USD
Turnkey Bike Share Operations 9 bikes / 2 stations Recurring annual fees Term: 2 years Launch date: TBD	9.00	1,250.00	0.00%	Tax on Sales	11,250.00
Subtotal					11,250.00
TOTAL USD					11,250.00

Terms

Additional Fees related to Rider Revenue:
Stripe fees for credit card processing + 3.1% platform fee on all fees charged to users.

Standard Turnkey Bike Share Operations includes software, standard maintenance and program operations, rider support, marketing, account management, and insurance.

CITY OF WAUSAU

Capital Improvement Program Request 2022-2026

Project Title:	Skatepark Renovation	Plan Year:	2022
Classification:	Equipment purchase, planning, design, construction	Department:	Parks, Recreation & Forestry
Priority:	High Priority to Critical	Contact Name:	Jamie Polley
Useful Life:	15 years		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The Skatepark at Oak Island is one of its kind within the City of Wausau. It therefore serves residents young and old. The Skate Park was installed in 2002 and will be 20 years old in 2022. Over the years staff has made multiple replairs to the ramps and surfacing. The current equipment is reaching a point where larger repairs are needed. The surfacing of the skateboard park is blacktop with is not an adequate surfacing and poses multiple safety concerns each year as the blacktop changes with the freeze and thaw. The City has also recieved mutiple emails this past year with safety concerns and other complaints. This project would include concrete surfacing, refurbishing the existing equipment and the addition of a few new modern pieces. The skateboard park would remain in its current location unless a better location is identified.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design January-February 2022, Bid late February-March 2022, Construct May-August 2022

PROJECT PURPOSES: (Check all statements that apply)

☒	Addresses critical health or safety hazard.	☒	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☒	Encourages revitalization, community aesthetics, or historic preservation
☒	Provides new service, facility, system or equipment.	☐	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☒	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Providing a skatepark to the community that is free of safety hazards, aesthetically pleasing, accessible and modern checks many of the boxes above. The current skatepark has some areas that if not addressed do pose safety hazards. If these items are unable to be addressed will result in a shut down of the park. The skate park enhances the park system by providing a different type of recreational activity that cannot be found anywhere else in the City and is only one of two in the area. Providing a few new modern pieces of equipment will enhance the recreational experience. The skate board park could provide a location to hold skate board clinics or lessons resulting in increased revenue to recreation programs. In addition, the skate board park provides a safe place for youth and adults to recreate in our community, enhancing their quality of life.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

If maintenance is deferred or becomes cost prohibitive the skate park will be closed due to safety concerns. This will impact the community members that utilize this unique facility.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

There could potential be an opportunity with this project to apply for grant funding from local foundations and work with users of the skate park.

FINANCIAL DETAIL OF PROJECT

Skatepark Renovation

CAPITAL BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Planning / Design	20,000					20,000
Land / Acquisition						-
Construction / Maintenance	110,000					110,000
Equip/Veh/Furnishings	70,000					70,000
Other						-
Total	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ 200,000
OPERATING BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL BENEFIT	2022	2023	2024	2025	2026	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs	5000					5,000
ESTIMATED ANNUAL BENEFIT	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ 5,000

GANTT CHART OF PROJECT ACTIVITIES

Skatepark Renovation

Capital Improvement Program Request 2022-2026

Budget Amt: \$200,000

Start Date: February 2022

Lead Person: Jamie Polley

End Date: August 2022

[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2022-2026

Project Title:	Tennis Court Replacement Program	Plan Year:	2022, 2023
Classification:	Construction	Department:	Parks, Recreation & Forestry
Priority:	High	Contact Name:	Jamie Polley
Useful Life:	20 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The City of Wausau maintains tennis courts in seven of its parks. This project will establish a program to replace deteriorating courts over a fourteen year period thereby limiting a large capital outlay at one time and maintaining good quality safe tennis courts for residents use.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Replacement schedule: Memorial Park - 2022, Alexander Airport Park- 2023
This project will establish a program to replace deteriorating tennis courts throughout the Park system.

PROJECT PURPOSES: (Check all statements that apply)

☒	Addresses critical health or safety hazard.	☒	Serves to eliminate Blight
☒	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☐	Maintains or enhances systems that support existing city services.	☒	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☐	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☒	This project was identified in prior year CIP Plan requests
☐	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☒	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Developing a program to regularly replace tennis courts ensures quality facilities to the public and proactively plans for this capital outlay. This project has been submitted every year since 2009 and has not yet been approved. The tennis courts are now getting to a point where safety is a concern.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Deferral will result in poor quality tennis courts and possible safety issues due to tripping hazard of cracked and heaving court surfaces. It will also result in higher costs to the City due to a greater amount of work needed.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

New pavement requires less maintenance by staff and therefore staff time will be saved in the first few years.

FINANCIAL DETAIL OF PROJECT

Tennis Court Replacement Program

CAPITAL BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance	60,000	60,000				120,000
Equip/Veh/Furnishings						-
Other						-
Total	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 120,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 60,000	\$ 60,000	\$ -	\$ -	\$ -	\$ 120,000
OPERATING BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT			\$ -	\$ -	\$ -	
ESTIMATED ANNUAL BENEFIT	2022	2023	2024	2025	2026	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ 300	\$ 300	\$ 300	\$ -	\$ -	\$ 600

GANTT CHART OF PROJECT ACTIVITIES

Tennis Court Replacement Program

Capital Improvement Program Request 2022-2026

Budget Amt: \$120,000

Start Date: 1/1/2022

Lead Person: Jamie Polley

End Date: 8/30/2023[illegible][illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2022-2026

Project Title:	Opertions Building HVAC Replacement	Plan Year:	2021
Classification:	Equipment	Department:	Parks and Recreation
Priority:	High	Contact Name:	Jamie Polley
Useful Life:	15 yrs		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

The HVAC systems at the Park Operations building as reached its useful life and is in need of replacment.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design spring 2022, bid and construct spring/summer 2022

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☐	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☒	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☐	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☐	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The Parks Operations Building supports all park operations staff and equipment. At this time the buildings HVAC system is in need of replacment as it as reached its useful life.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Not replacing the HVAC system at the end of its useful life may effect the efficiencies of the department and its equipment.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

The cost to replace the HVAC system will be split 50/50 between the City and the County. In order to replace the HVAC system, this request will need to be approved by both the City and the County.

FINANCIAL DETAIL OF PROJECT

Opertions Building HVAC Replacement

CAPITAL BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings	100,000					100,000
Other						-
Total	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ 100,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other	50,000					50,000
Total	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
NET LEVY REQUIREMENT	\$ 50,000	\$ -	\$ -	\$ -	\$ -	\$ 50,000
OPERATING BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT		\$ -	\$ -	\$ -	\$ -	
ESTIMATED ANNUAL BENEFIT	2022	2023	2024	2025	2026	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GANTT CHART OF PROJECT ACTIVITIES

Opertions Building HVAC Replacement

Capital Improvement Program Request 2022-2026

Budget Amt: \$50,000

Start Date: 3/1/2022

Lead Person: Jamie Polley

End Date: 11/30/2022

[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2022-2026

Project Title:	Sylvan Hill Park Parking Lot Reconstruction	Plan Year:	2022
Classification:	Construction	Department:	Parks, Recreation & Forestry
Priority:	High	Contact Name:	Jamie Polley
Useful Life:	20 years		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

Reconstruction of the entrance road and main parking lot near the chalet at Sylvan Hill Park

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Design January/February 2022, construct summer/fall 2022

PROJECT PURPOSES: (Check all statements that apply)

☐	Addresses critical health or safety hazard.	☒	Serves to eliminate Blight
☒	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☐	Encourages revitalization, community aesthetics, or historic preservation
☐	Provides new service, facility, system or equipment.	☒	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☒	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

The entrance road and main parking lot at Sylvan Hill Park was a paved lot and over time has deteriorated to the point that minimal pavement exists. Reconstruction of the lot would enhance drainage and decrease maintenance costs during snow removal operations. The road and parking lot have reached their end of life. This project has been requested since 2018.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Long term deferral of this project would increase our maintenance costs of the lot. Maintenance requirements would include erosion control, grading, etc.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

New pavement will reduce the staff time currently needed to grade the parking lot since the old pavement is non-existent. New parking lot may also enhance the desire to rent Sylvan Chalet resulting in increased shelter rental revenue.

FINANCIAL DETAIL OF PROJECT

Sylvan Hill Park Parking Lot Reconstruction

CAPITAL BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Planning / Design						-
Land / Acquisition						
Construction / Maintenance	130,000					130,000
Equip/Veh/Furnishings						-
Other						-
Total	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ 130,000
OPERATING BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL BENEFIT	2022	2023	2024	2025	2026	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 1,000	\$ 5,000

GANTT CHART OF PROJECT ACTIVITIES

Sylvan Hill Park Parking Lot Reconstruction

Capital Improvement Program Request 2022-2026

Budget Amt: \$130,000

Start Date:February 1, 2022

Lead Person: Jamie Polley

End Date: _September 30, 2022

[illegible][illegible]

CITY OF WAUSAU

Capital Improvement Program Request 2022-2026

Project Title:	Drinking Fountain Replacement	Plan Year:	2022
Classification:	Construction	Department:	Parks, Recreation & Forestry
Priority:	Medium Priority	Contact Name:	Jamie Polley
Useful Life:	10 Years		

PROJECT DESCRIPTION

Provide a brief description of the project or purchase

During the COVID-19 Pandemic we were able to look at our systems and determine areas where improvements could be made to the public's health and safety. It was identified that replacing the traditional drinking fountains with water bottle fillers + drinking fountain could allow people to utilize their own water bottle eliminating the need to touch surfaces. Under the Cares funding our department was able to replace all county drinking fountain with water bottle fillers. The was not enough Cares funding available from the City to complete the city park facilities. The City has 21 drinking fountains.

PROJECT SCHEDULE: (PROVIDE DETAIL ON TIMING OF PROJECT DESIGN, BID, IMPLEMENTATION AND COMPLETION)

Throughout the year of 2022

PROJECT PURPOSES: (Check all statements that apply)

☒	Addresses critical health or safety hazard.	☐	Serves to eliminate Blight
☐	Provides developed area with a comparable level of city services or facilities.	☐	Encourages economic development
☒	Maintains or enhances systems that support existing city services.	☐	Encourages revitalization, community aesthetics, or historic preservation
☒	Provides new service, facility, system or equipment.	☒	Provides other rehabilitation, replacement or new construction.
☐	Expands existing service into an undeveloped area.	☐	This project was identified in prior year CIP Plan requests
☐	Repairs, replaces or prevents a breakdown of an existing city facility, system, service or equipment.	☒	Improves resident quality of life in terms of recreational activities, personal enrichment or living conditions
☐	Supports a revenue generating service	☒	Contributes to a safe community

PROJECT OR PURCHASE JUSTIFICATION

Describe physical condition, demand/capacity, functionality and/or safety concerns or revenue generating potential that justifies the project/acquisition

Replacing the drinking fountains with water bottle fillers reduces the risk of disease transmission and allows users to have safe access to water with in the parks. The new water bottle fillers will replace some drinking fountains that have reached their useful life and they will provide users to recreate longer in the parks by giving them the opportunity to fill their own water bottles that will allow them to stay hydrated longer.

IMPACT ON DEFERRED IMPLEMENTATION/PURCHASE

Describe how project deferral will impact future asset maintenance, economic growth, quality of service, efficiency or effectiveness, quality of life, safety, financing or other issues.

Current drinking fountains will remain in place and be repaced when needed.

RETURN ON INVESTMENT

Describe the financial benefits, cost savings or payback of the capital project such as grant funding, cost avoidance or operational cost or income benefits

None at this time

FINANCIAL DETAIL OF PROJECT

Drinking Fountain Replacement

CAPITAL BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Planning / Design						-
Land / Acquisition						-
Construction / Maintenance						-
Equip/Veh/Furnishings	79,000					79,000
Other						-
Total	\$ 79,000	\$ -	\$ -	\$ -	\$ -	\$ 79,000
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ 79,000	\$ -	\$ -	\$ -	\$ -	\$ 79,000
OPERATING BUDGET IMPACT	2022	2023	2024	2025	2026	Total
Staff Costs						-
Supplies/Materials						-
Facility Maintenance						-
Other (Insurance/Utilities)						-
Contractual Services						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<u>FUNDING SOURCES</u>						
Grant Income						-
Donations						-
User Fees						-
Other						-
Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
NET LEVY REQUIREMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ESTIMATED ANNUAL BENEFIT	2022	2023	2024	2025	2026	Total
Increased Efficiency						-
Faster Service Delivery						-
Decreased Operating Costs						-
Decreased Maintenance Costs						-
ESTIMATED ANNUAL BENEFIT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

GANTT CHART OF PROJECT ACTIVITIES

Drinking Fountain Replacement

Capital Improvement Program Request 2022-2026

Budget Amt: \$79,000

Start Date: February 2022

Lead Person: Jamie Polley

End Date: September 2022

[illegible][illegible]

Department of Public Works



Eric Lindman, P.E.
Director of Public Works and Utilities

TO: Park & Recreation Committee

FROM: Eric Lindman, P.E.
Director of Public Works & Utilities

DATE: May 3, 2021 – Park & Rec Committee

SUBJECT: Riverside Park – SIWP & Additional Testing

REI completed the Site Investigation Work Plan (SIWP) and it has been reviewed and accepted by the WDNR. In order to further delineate the extent of contaminants additional testing was requested by the WDNR. REI prepared an amendment to their contract and a budget modification was approved by finance and council to move forward with the additional work.

Additional five locations will be sampled to confirm horizontal and vertical depth of contamination. Samples are scheduled to be taken the week of May 3, 2021. Once the sample results have been received REI will update the existing Site Investigation Report (SIR) with the new sampling results. The SIR will be reviewed by the WDNR for determination of next steps moving forward.

DRAWING FILE: P:\9000-9099\9073 - CITY OF WAUSAU RIVERSIDE RR CORRIDOR\DWGS\9073-DETAILED SITE.DWG LAYOUT: SITE (24X36) PLOTTED: APR 02, 2021 - 12:36PM PLOTTED BY: MATTM





REQUEST FOR PROPOSALS (RFP)

Consulting Services for Planning Reconstruction of Historic Mill Building

INTRODUCTION

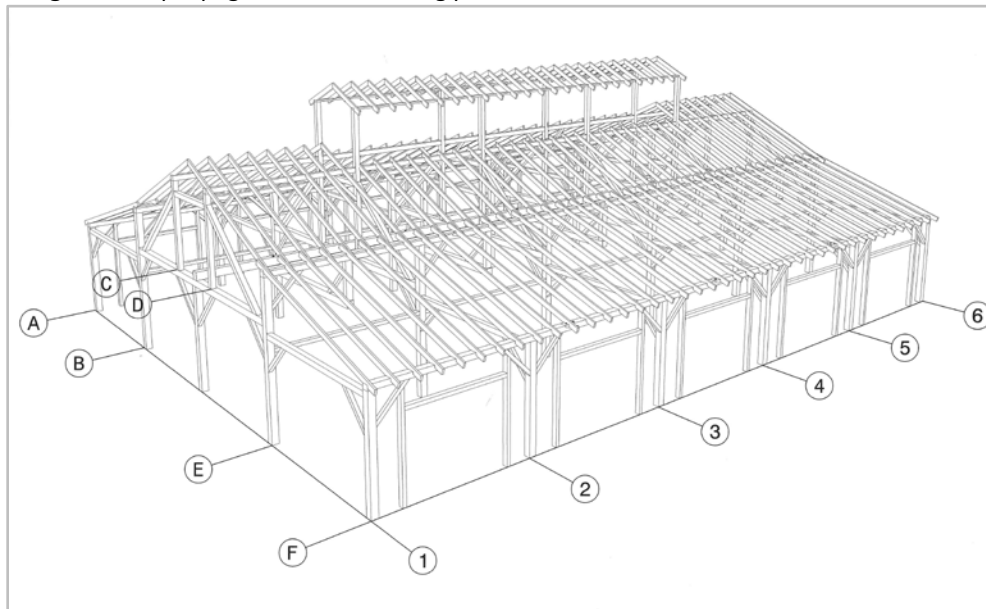
This Request for Proposals (RFP) seeks a qualified firm to determine the suitable size and materials to construct a historic mill building and prepare detailed plans and cost estimates for the construction of the building in the city of Wausau. The plans shall include everything needed for a firm to construct the building on the chosen site, including a detailed site plan, foundation specifications, and a complete bid package for the reassembly and finish of the building as a park shelter.

BACKGROUND

The mill building was located at 102 Central Bridge Street, most recently as part of the Stone's Building Center. The building was originally built in 1883 by Leahy and Beebe as a planing mill (to plane timber). The building contained a five light dynamo which produced the first electricity in the city of Wausau.

The building was dismantled so that construction of a new commercial store could take place on the site. The timbers of the building's frame, some of which are believed to be virgin white pine, were transported off site and placed in storage. Prior to the dismantling, architectural drawings were performed on the frame of the building. The image below is a sample from the set of drawings.

Image 1. Sample page from the building plan set.



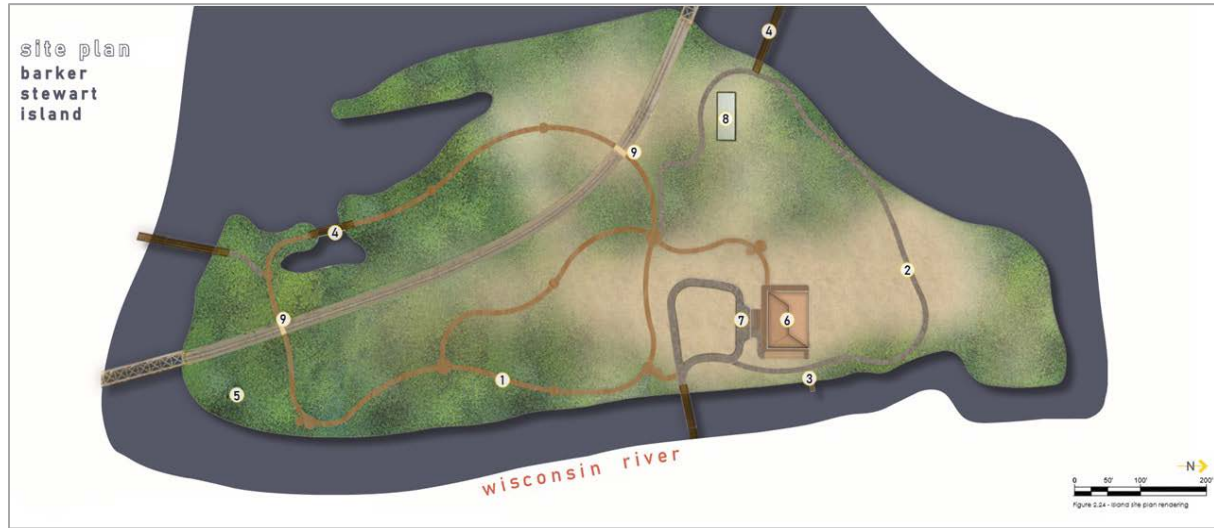
The City has identified a site for the building not far from its original location. The site is on historic Barker-Stewart Island which is owned by the City and open to the public. The building would be constructed as a park shelter with a roof, solid floor, and open walls.

SCOPE AND DELIVERABLES

The consultant shall inspect the timbers, review the existing architectural plans, analyze the site conditions, and, together with the City, determine the scale, materials and preliminary design of the building utilizing the existing timbers if possible.

A detailed site plan will need to be prepared for the placement of the building. The City Parks Department is planning to clear vegetation in the area of the future building pad. A conceptual site plan has been prepared and is shown below, with the future location of the building being identified as #6 on the plan.

Image 2. Conceptual Site Plan.



The consultant is expected to prepare grading and site plans for the placement of the building foundation. As part of the plans, the consultant shall confirm the building requirements for this site with all regulatory agencies, including Wisconsin Public Service (who has an easement for overhead power lines), the Wisconsin Department of Natural Resources (particularly in reference to the flood plain), and the City of Wausau.

The consultant shall prepare foundation plans including any necessary footings to support the structure. These details would tie into the new construction plans for the building. The structure of the building would contain a new roof surface and the consultant shall prepare plans that will meet modern snow load requirements and other building codes. Details shall also be included on necessary reinforcement of the structure and treatment of the structural timbers that will be exposed to the elements.

A detailed, itemized cost estimate of all work pertaining to the construction of the building on the proposed site shall be prepared. Such costs shall include transportation of the timbers to the site as well as any additional expenses relating to performing work on the island.

The City would like all plans and cost estimates completed by **August 1, 2021**, subject to final negotiations with a selected consultant.

RFP PROCESS

This RFP seeks the submission of proposals to provide services from any and all interested and qualified consultants. The city of Wausau seeks, by way of this RFP, to obtain services in a manner that maximizes the quality of services while also maximizing value to the City. Consultants must be able to show they are capable of performing the services requested. Such evidence includes, but is not limited to, the respondent's demonstrated competency and experience in delivering services of a similar scope and type, and the local availability of the consultant's personnel.

- The RFP response must be submitted electronically to brad.lenz@ci.wausau.wi.us by **4:00 p.m. Central Standard Time on Thursday, April 1, 2021.**

All responses must be received by the stated date and time in order to be considered for award. The City will not be responsible for and may not accept late proposals due to slow internet connection or for any other electronic failure (including, but not limited to, information transmission and internet connectivity failures).

By submitting a proposal, each consultant certifies that its submission is not the result of collusion or any other activity which would tend to directly or indirectly influence the selection process. The proposal will be used to determine the consultant's capability of rendering the services to be provided. The failure of a consultant to comply fully with the instructions in this RFP may eliminate its proposal from further evaluation as determined in the sole discretion of the City. The City reserves the right to evaluate the contents of proposals submitted in response to this RFP and to select a consultant, if any.

Proposals received late will not be opened or given any consideration for the proposed services unless doing so is deemed to be in the best interest of the City.

PROPOSAL SUBMISSION REQUIREMENTS

All proposals should adhere to the specified content and sequence of information described by this RFP.

Submit one (1) complete electronic (PDF, Microsoft Word document, etc.) version of your proposal and any required attachments to the City electronically to brad.lenz@ci.wausau.wi.us.

COVER LETTER

Provide a one-page cover letter on your letterhead that includes the address, telephone number, and e-mail address of the contact person(s). List the name and title of each person authorized to represent the consultant in negotiations.

Unless the consultant is an individual, all proposals must be signed with a firm/company/partnership/entity name and by a responsible officer or employee indicating that officer or employee's authorization to commit the consultant to the terms of the proposal. Obligations assumed by such signature must be fulfilled.

SPECIFIED CONTENT AND SEQUENCE OF INFORMATION IN THE RFP

Each proposal should include sections addressing the following information in the order

shown in the following section. The consultant should be sure to include all information that it feels will enable the evaluation committee and, ultimately, the City to make a decision. Failure of the consultant to provide specific, detailed information may result in its proposal being rejected in favor of a sufficiently-detailed proposal. Any necessary exhibits or other information, including information not specifically requested by this RFP but that you feel would be helpful, should be attached to the end of the proposal.

Qualifications and Experience:

- Provide a statement of qualifications for your organization, a statement of the size of firm, a description of services provided by your organization, and a statement of the extent of experience/history providing the services requested by this RFP.
- How many full time employees (FTEs) do you plan to assign to this project if you are selected? Identify each assigned employee's role on the project and designate the main contact for the project.
- How many people in total are employed by your company? Delineate between employees and sub-consultants.
- If applicable, list the professional qualifications for each individual that would be assigned to provide services requested by this RFP, including date and educational institutions of any applicable degrees, additional applicable training, and any professional certifications and/or licensing. In lieu of listing this information, you may submit a resume or curriculum vitae for each such individual if the resume/CV includes all the requested information.

Proposed Approach:

This section describes your proposed approach for meeting the services required by the City, as listed above. Relevant considerations include the quality and feasibility of your approach to meeting these needs, the manner in which you plan to provide adequate staffing (if applicable), and equipment or other resources provided by you (if applicable). Keep these considerations in mind as you respond to the following:

- Describe how you will fulfill the needs of the City described in this RFP. Attach a project plan, if appropriate.
- List your needs for physical space and/or equipment at the City during this engagement, if any, aside from space or equipment that would be provided by the City as an obvious aspect of the requested services (for example, computers to document services, etc.).
- Identify how you will meet all other aspects of the scope of work and related requirements stated above. List any items that you cannot provide.
- Estimate the number of meetings included in the proposed project budget.

Cost Analysis and Budget for Primary Services:

- Provide an itemized budget and a detailed explanation for all costs associated with providing the requested services.
- Is travel time to the city of Wausau or other locations expected to be billable? If so, how will travel time invoices be calculated?
- Include start-up costs if any.

Claims, Licensure and Non-Discrimination Violations against Your Organization:

List any current licensure or non-discrimination claims against you/your organization and those having occurred in the past five years, especially any resulting in claims or legal judgments against you.

Work Samples and References:

List at least three business references for which you have recently provided similar services. Include contact names, titles, phone numbers and e-mail addresses for all references provided. Also provide any work samples you feel are representative of your work on a similar project.

PROPOSAL EVALUATION

All proposals received will be evaluated by an RFP evaluation committee. During the evaluation process, the City may require a consultant's representative to answer specific questions orally and/or in writing.

Once a finalist or group of finalists is selected, additional interactions or information may be required. The RFP evaluation committee will select the firm that submits the most responsive proposal. Selection will be based on the overall strength of each proposal, and the evaluation is not restricted to considerations of any single factor, such as cost.

The criteria used in the evaluation, weighted equally, will include the following:

1. Qualifications and experience of the firm, including capability and experience of personnel to be employed on this project.
2. Proposed approach, including clarity of understanding of the scope of services to be provided and appropriateness of the proposed solution/services.
3. Demonstrated history of successfully performing related services to comparable entities.
4. Cost for the services described by this RFP and the value provided to the City.

The evaluation committee may consider any other criteria it deems relevant, and the evaluation committee is free to make any recommendations it determines to be in the best interest of the City. Inaccuracy of any information supplied within a proposal or other errors constitute grounds for rejection of the proposal.

Note that the City reserves the right to evaluate proposals solely based on each provider's written submission. In relation to written materials, evaluation will be performed only on the material included directly in the proposal itself unless otherwise indicated or requested by the City. The City reserves the right to select proposals other than those with lowest costs.

ADDITIONAL TERMS AND CONDITIONS

The City reserves the right to accept or reject any or all proposals or portions thereof without stated cause. Upon selection of a finalist, the City by its proper officials shall attempt to negotiate and reach a final agreement with the finalist. If the City, for any reason, is unable to reach a final agreement with this finalist; the City then reserves the right to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal. The City may also elect to reject all proposals and re-issue a new RFP.

The City is not bound to accept the proposal with the lowest cost, but may accept the proposal that demonstrates the best abilities and qualifications to meet the needs of the City. The City reserves the right to waive any formalities, defects, or irregularities, in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the City. The City reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the consultant.

SIGNATURE BLOCK

Note: Please return this page with your proposal, or replicate it in your cover letter.

The undersigned, an authorized agent of his/her company, hereby certifies:

() familiarization with all terms, conditions, and specifications herein stated,

() company is qualified to perform work and services as proposed,

() that the proposal submitted is valid until _____ (date).

Company Name

Authorized Signature

Mailing Address

Printed Name

City, State, Zip

Title

Type of Entity (S-Corp, LLC, etc.)

Phone Number

Web Site

Email Address

NATURE IS THE BEST ARCHITECT

WE FOLLOW ITS PATH





April 1, 2021

Brad Lenz
City of Wausau
(715)261-6753
brad.lenz@ci.wausau.wi.us

Dear Brad,

People will go to great lengths to experience the profound beauty of nature. It makes us feel alive. It stimulates imagination and creates memories we can keep. A built environment can and should do the same thing.

Galbraith Carnahan Architects (GCA) is a team of creative minds who guide clients to the most authentic manifestation of their vision. We design buildings and spaces that have a deep connection to human nature and the environment in which they are built. Function and feeling are seamlessly integrated. We immerse ourselves in your story, goals, and desires to make your vision a reality. The result isn't simply a building -- it's an experience that feels meant to be.

The following proposal provides the background details behind a compelling team of architects, site planners and engineers. GCA will be leading this team, which includes Ionic Structures and Design and raSmith. Driving the design will be the experienced and creative minds of GCA and raSmith, who have earned recognition from the Wisconsin Parks and Recreation Association with their work in Sauk County on White Mound County Park. raSmith has worked on projects with the City of Wausau and is very familiar with the community. Our team has developed a collaborative process of "sharing the crayons" that engages the stakeholders throughout the design.

Our collective passion for creating buildings that resonate with the landscape around them is evident in the following submitted projects. The unique character of these buildings and places is shaped by a process that approaches every project with fresh eyes.

We are interested in helping create a truly unique and meaningful place for the City of Wausau. Barker-Stewart Island deserves a shelter that embraces the natural beauty of the place and works to form a cohesive, holistic environment with it. Taking into account the external factors of the site such as solar orientation, topography, and the existing environment, we will seek to carefully knit the new building to the landscape in a manner that it becomes difficult to tell where the building stops and the park begins.

We look forward to engaging with you on this project and helping to create a space on Barker-Stewart Island that creates memories for those who visit.

Sincerely,

Joe Galbraith
Partner
Galbraith Carnahan Architects, LLC
6404 W North Avenue
Wauwatosa, WI 53213
414-291-0772
jrg@galbraithcarnahan.com

Susan Lasecki
Principal Engineer
Ionic Structures and Design, LLC
P.O. Box 466
Plover, WI 54467
414-540-8755
slasecki@ionic-sd.com

Tom Mortensen
Site Planner / Landscape Architect
raSmith
221 South 2nd Street
Milwaukee, WI 53204
262-317-3323
Tom.Mortensen@raSmith.com



STATEMENT OF QUALIFICATIONS



GCA's office on the night it was moved.

The architecture and site design team of GCA / raSmith is an experienced team of professionals with the proven skills to design this project. This team recently completed the White Mound County Park project in Sauk County, and we understand how to navigate through a creative and efficient design process with the client / end users of the facility to ensure that the needs and goals of the project are being met on time and within budget.

The site design requires a collaborative team of landscape architects, civil engineers and architects that are familiar with working on park sites and facilities, and who also understand the programming, functions, circulation, access, aesthetics and permitting needed to approve, bid and build the project.

Using innovative and contemporary design methods for integrating the landscape and building while understanding the maintenance requirements needed to manage these assets long term is an important factor in the design that our team is well suited to explore throughout the entire process. Our goal is to make this project a success for the City of Wausau and the citizens of the community by making the new facility and surrounding site "belong" in this park.

In addition, GCA has experience in extremely complicated projects, acting as both designer and contractor. This unique viewpoint gives our team a deeper understanding of how building materials and methods impact budgets. We have an outstanding track record of delivering inspiring designs in creative ways that meet the budgetary targets. Having an intimate connection with materials and construction allows us to be good stewards of our client's budgets to get the most out of a project. We have even constructed small human scaled elements in our projects where the client was open to that. At White Mound, we poured and installed the concrete reception desk, saving the county thousands of dollars, while adding a level of artisan craftsmanship that may not have existed in such a functional area of the project.



Nick Carnahan cutting skylights in GCA office roof.



FIRM INFORMATION & PERSONNEL



GCA's Wauwatosa Office is a 1920's Log Cabin

Firm's Name Galbraith Carnahan Architects
Address: 6404 W. North Avenue
Wauwatosa, WI 53213

Contact Person: Joe Galbraith, AIA
Telephone: 414-291-0772
Email: jrg@galbraithcarnahan.com
Website: www.galbraithcarnahan.com

Professional and Support Positions at Galbraith Carnahan Architects:

Project Manager/Architect - 4
Project Manager - 1
Project Designer - 4
Office Manager - 1

Outside Consultants:

Structural: Susan Baschke, P.E., S.E., Ionic Structures and Design, LLC
Landscape: Tom Mortensen, PLA, ASLA, raSmith
Civil: Chris Hitch, PE raSmith
Electrical: Bill Cottrell, Cottrell Design, Inc
Cost Estimates: A S Construction, LLC



ARCHITECTURE

- Construction Documents
- Specification Writing
- ADA Studies/Compliance
- Interior Design
- Tenant Improvements
- 3-D Modeling
- Presentation Graphics/Renderings
- Cost Estimation

PROJECT PLANNING

- Pre-Design and Programming
- Site Analysis
- Space Planning
- Project Budget and Scheduling
- Master Planning Feasibility Studies
- Workplace/Operation Analysis
- Facilities and Space Planning
- Community Planning/Zoning

CONSTRUCTION

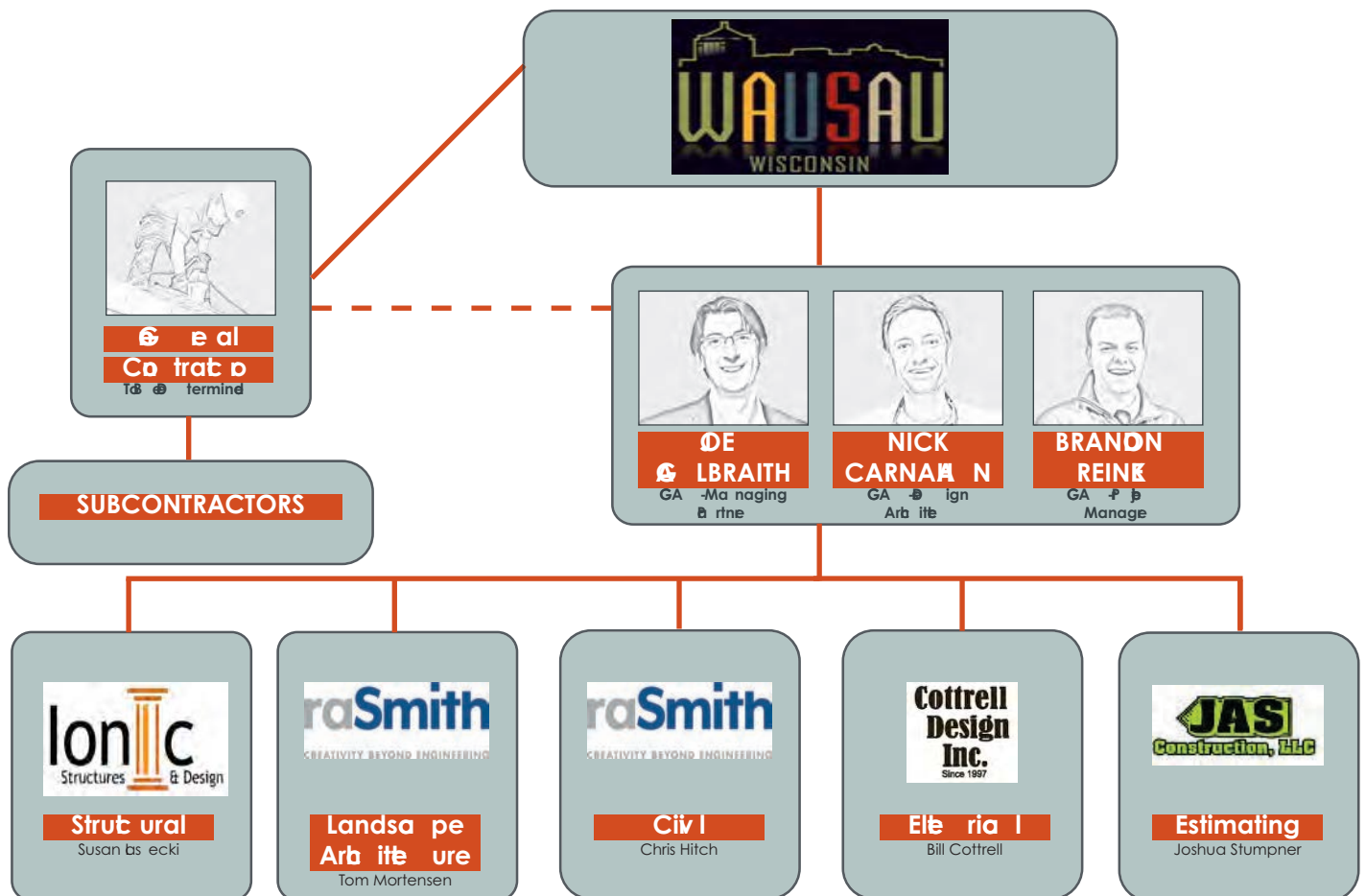
- Contractor Selection
- Bidding/Negotiation Assistance
- Shop Drawing Review
- Construction Observation

SUSTAINABLE DESIGN

- LEED Certification
- Green/Sustainable Design

HISTORIC PRESERVATION

- Restoration Design
- Rehabilitation Design
- Preservation Design
- As Built Documentation
- Stabilization Plans
- Historic Research
- Historic Tax Credit Applications
- Historic American Building Surveys
- Preservation Planning





With over twenty years of professional experience, he excels at managing complex projects, long range planning, and facilitating group decisions. As the partner primarily focused on business development, he is adept at coordinating multi-faceted schedules, ensuring good communication, and maintaining office adherence to deadlines.

CREDENTIALS

- Registered Architect in the states of Colorado, Idaho, Illinois, Indiana, Iowa, Kansas, Michigan, Minnesota, Nebraska, North Dakota, Texas, Utah, and Wisconsin
- National Council of Architectural Registration Boards Certified (NCARB)
- LEED Accredited Professional
- American Institute of Architects (AIA)

EDUCATION

- University of Wisconsin – Milwaukee, Masters of Architecture, 2002
- University of Minnesota, Bachelor of Arts, 1999

SELECTED PROJECTS

- [Convivium Urban Farmstead](#)
- [Log Cabin](#)
- Menomonee Park
- Mukwanago Park
- [Birch](#)

COMMUNITY INVOLVEMENT

- Wauwatosa Design Review Board, 2019-present
- Board of Building & Fire Code Appeals, 2017-present
- Cub Scouts, Den Leader, 2014-2019
- The Aemilian Preschool, Board Member, 2013-present
- AIA Central Illinois, Champaign Chapter, Treasurer, 2003-2004



Nick, a partner at Galbraith Carnahan Architects, has worked at numerous high profile firms. This varied experience has been a great asset in developing finely crafted projects for clients. He is adept at integrating the science and technology of modern buildings with the poetics and timelessness present in all great works of architecture.

As director of design within the firm, his ability to develop compelling and poetic solutions while maintaining a focus on budget and constructibility is essential in delivering the truly extraordinary buildings we strive for. Nick is critically involved in both the creation and realization of form, taking into account the parameters of site, climate, culture, and the clients' needs.

CREDENTIALS

- Registered Architect in the states of Wisconsin, Michigan and South Dakota
- National Council of Architectural Registration Boards (NCARB) Certified
- LEED Accredited Professional
- American Institute of Architects (AIA)

EDUCATION

- University of Wisconsin – Milwaukee, Masters of Architecture, 2006
- University of Wisconsin - Milwaukee, Bachelor of Science in Architectural Studies, Magnum Cum Laude, History Minor, 2002
- University of Wisconsin – Milwaukee, Honors Graduate, 2002

SELECTED PROJECTS

- [White Mound County Park](#)
- [Convivium Urban Farmstead](#)
- [Log Cabin](#)
- [Birch](#)
- Hillcrest Park
- The Bindery

PAST EXPERIENCE

- Vetter Denk Architects, Milwaukee, WI. 2011- 2013
- Cutler Anderson Architects, Seattle, WA. 2010 - 2011
- The Kubala Washatko Architects, Cedarburg, WI. 2006 - 2010
- Durrant Architects, Dubuque, IA. 2002 - 2005

COMMUNITY INVOLVEMENT

- Milwaukee Millennial Task Force, 2020 - present
- Shorewood WI Design Review Board, 2009 - 2010 / 2012 - 2018

AWARDS

- 2019 Milwaukee Business Journal, 40 under 40
- 2015 AIA Emerging Design Professionals, 1st Place "Oneida"
- 2006 SABP Student Design Awards, 3rd Place Level III "Patina"
- 2004 Gaylord Nelson Award In Environmental Issues
- 1998 Eagle Scout Award



Brandon, a project architect at Galbraith Carnahan Architects brings a detail-oriented mindset to every project he works on. His careful and methodical work ethic combined with exceptional design talent ensures that projects are both beautiful and well detailed. With a very well-rounded skill set, Brandon is a key player on all phases of a project.

CREDENTIALS

- Registered Architect in the state of Wisconsin
- American Institute of Architects (AIA)

EDUCATION

- University of Wisconsin – Milwaukee, Masters of Architecture, 2012
- SARUP Study Abroad Program, Summer 2011
- University of Wisconsin - Milwaukee, Bachelor of Science in Architectural Studies, 2009

SELECTED PROJECTS

- [White Mound County Park](#)
- [Convivium Urban Farmstead](#)
- Menomonee Park
- Hillcrest Park

PAST EXPERIENCE

- Tom W. Meiklejohn, III AIA Architect, Fond du Lac, WI. 2012 - 2014

COMMUNITY INVOLVEMENT

- Project Lead the Way at Wauwatosa West, Advisor, 2015 - 2019

AWARDS

- 2015 AIA Emerging Professionals, 1st Place "Oneida"
- 2012 SARUP Student Design Awards, 1st Place Level III "Milwaukee Inner Harbor Hotel + Spa"
- 2011 Wisconsin Architects Foundation Scholarship

Tom Mortensen, PLA, ASLA — Site Planner / Landscape Architect



Professional Registration
Professional Landscape Architect:
State of Wisconsin, #69

Professional Affiliations
American Society of Landscape
Architects
Wisconsin Park and Recreation
Association
Walker's Point Association Board
Member and Business & Economic
Development Committee Member
The Friends of the Mitchell Park Domes
Board Member and Education
Committee Member

Presentations
"Decoding Site Design & Entitlements"
AIA Accredited Presentation, 2020
"Collaborative Design Techniques for
Stormwater Management," Lecture &
Half-Day Workshop, Greater New
Orleans Foundation, April 2017
"Water, Site & Landscape—Lessons
from Nature," Midwest Renewable
Energy Fair, Amherst, 2016
"Nature Ignores Design that Ignores
Nature," Multiple Presentation Sites,
2014-2015
"Integrating Native Landscape and
Stormwater," American Society of
Landscape Architects, Wisconsin
Chapter, March 2012

Classes Taught
"Native Landscapes for Stormwater,"
UWM School for Continuing Education,
Water Technology Certification, April
2011–present
"Urban Streetscape Design Principles,"
Marquette University, 2009
"Parking Lot Design," University of
Wisconsin-Madison, 2007

Publications
"What does the Land Say?" *Tribal
Business Journal*, May 2016
"(How to Write) RFPs and RFQs," *Parks
& Rec Business*, February 2012

Tom Mortensen has over 35 years of experience in site design, landscape architecture and related design and construction professions. Tom has expertise in site planning, urban spaces, park and public open space design, memorials / public plazas, retail developments, restoration plans and integrated stormwater management / green infrastructure.

He has worked on design projects with for U.S. Forest Service, National Park Service, Boy Scouts of America, Native American Tribes and the U.S. Department of Veterans Affairs.

Tom has given presentations throughout the region at various conferences and events on topics pertaining to site design, master planning, rainfall integration / green infrastructure, water quality and site development. Since 2011, he has been teaching a class at the UW-Milwaukee School of Continuing Education in the Water Technology Certification program on the topic of green infrastructure and using native landscape and site design for more resilient management of rainfall on sites.

Project Experience

City of Hartford Nature-Based Park Master Plan, Hartford, WI
Chippewa Nature Center and Preschool, Midland Township, MI
Riveredge Nature Center, Newburg, WI
Crystal Lake Scout Reservation, Rhinelander, WI
Hidden Lake Park and Trail, Brookfield, WI
Camp Lake Park Master Plan, Salem, WI
U.S. Forest Service, Chippewa National Forest, Walker, MN
Aztalan State Park Master Plan, WDNR, WI
Bayview Park Historic Bandshell Relocation, Ashland, WI
City of Franklin, Multiple City Parks, WI
DeKoven Park Master Plan, Racine, WI
Gilbert Riverfront Trail, Menasha, WI
Hartford Natural Park, Hartford, WI
Imperial Neighborhood Park, Brookfield, WI
Jones Park Master Plan, Appleton, WI
Kohl Park Master Plan, Milwaukee County Parks, WI
Lakeshore State Park, Milwaukee, WI
Lemke Park, City of Mequon, WI
Lubahn Park Master Plan, City of Jefferson, WI
Lutz Park, Appleton, WI
Mequon Nature Preserve, Mequon, WI
Merrill River Trail Concept Plan, Merrill, WI
North Shore Park, Delafield, WI
Rock River Landing Park, Jefferson, WI
Sheboygan Falls Park Master Plan, Sheboygan Falls, WI
Sussex Village Park, Sussex, WI
White Mound County Park, Hillpoint, WI

Chris Hitch, P.E. — Senior Project Manager



Education

B.S. Civil Engineering, University of Wisconsin-Platteville, 1999

Professional Registration

Professional Engineer: WI

Professional Affiliations

American Society of Civil Engineers
Urban Land Institute

Presentations

"Decoding Site Design & Entitlements"
AIA Accredited Presentation, 2020
"Integrating Native Landscape &
Stormwater," 2014
"Planning Communities for
Generations," 2011

Continuing Education

ASCE EWRI World Environment &
Water Resources Congress, 2018
Applied Water Chemistry, 2014
Wisconsin Groundwater Law, 2013
Underground Stormwater Systems, 2012
Multi-Modal School Site Planning, 2010
Design for Permeable Pavement, 2009
Sustainable Site Design, 2008
ACEC Engineering Leadership, 2007
Sustainable Site Planning, 2007
Permeable Paving Systems, 2006
Environmental Corridors, 2006
PSMJ Project Manager Boot Camp, 2005
Low-Impact Development, 2004
Wastewater Pumping Systems, 2004
Conservation Development, 2003
Zoning & Land Use, 2003

Chris has 20 years of experience providing site planning, design, entitlement and construction support services to the land development industry. His portfolio includes a broad range of commercial, educational, industrial, health care, long-term care, mixed-use, recreational, multi-family and single-family residential developments.

As a senior project manager at raSmith, Chris is responsible for due diligence investigation, site feasibility analysis, design oversight and permitting coordination on projects throughout Wisconsin. He is an advocate for innovative stormwater practices and green infrastructure, as well as a member of the firm's urban design team.

Project Experience

Lilly Heights Park, Brookfield, WI
Aldo Leopold Legacy Center, Baraboo, WI
Chippewa Nature Center, Midland, MI
Imperial Neighborhood Park, Brookfield, WI
Aurora Advanced Healthcare Health Center, Germantown, WI
Brico Fund Offices, Milwaukee, WI
Brothers Business Interiors, Milwaukee, WI
Colectivo Coffee Roasters, Bay View, WI
Colectivo Coffee Roasters, Wauwatosa, WI
Drug Enforcement Agency, West Milwaukee, WI
First Federal Bank, Brookfield, WI
Harley-Davidson Motor Company, Milwaukee, WI
Next Door Pediatrics, Milwaukee, WI
Norwegian Heritage Center, Stoughton, WI
Ozaukee Humane Society, Saukville, WI
Pabst Business Center, Milwaukee, WI
Pewaukee Corporate Park, Pewaukee, WI
Safelite Auto Glass Warehouse, Pewaukee, WI
Woodsvew Commerce Center, Pewaukee, WI
WPS Service Center, Rhinelander, WI
Brix Apartment Lofts, Milwaukee, WI
Clover Ridge, Hartford, WI
Greenbriar Village, Stoughton, WI
Jade at North Hills, Menomonee Falls, WI
The Statesman, Franklin, WI
Vim & Vigor, Milwaukee, WI

Susan L. Lasecki, P.E., S.E.

Professional Statement

As the owner and principal engineer of Ionic structures and Design, LLC, I strive to provide designs that are creative, economical, and efficient. I enjoy problem solving and I look at each challenge as an opportunity to make a win-win situation for all parties in the design and construction process. I believe in working as a team and teaching others.

Licensure

Wisconsin – Professional Engineer (P.E.)
Iowa - Professional Engineer (P.E.)
Illinois – Structural Engineer (S.E.)
Minnesota - Professional Engineer (P.E.)
Michigan - Professional Engineer (P.E.)
South Dakota – Professional Engineer (P.E.)

Education

[1992-1996] *Milwaukee School of Engineering* *Milwaukee, WI*
Bachelors Degree: Architectural Engineering - Specialties: Structural Engineering and Environmental Engineering

- Graduated with High Honors 3.74/4.00 GPA.
- Member of Tau Beta Pi - National Engineering Honors Society.
- Member of Phi Delta Chi Sorority and the Greek Council.

[2002-2007] *Milwaukee School of Engineering* *Milwaukee, WI*
Masters Degree: Structural Engineering

- Thesis – Capacity of Headed Stud Anchors in Corner Applications
- GPA 4.00/4.00

Professional Experience

[2011-Current] *Ionic Structures and Design LLC* *Plover, WI*
Principal Engineer

- Provide structural engineering consulting services to Owners, Architects, and Contractors for commercial, municipal, industrial, religious and residential facilities.
- Provide forensic investigative services for existing facilities.
- Develop and implement contracts.
- Develop and manage all marketing material including logo design, website, sell sheets and business cards.

[2008-2011] *Symbiont* *West Allis, WI*
Senior Structural Engineer

- Designed and detailed municipal, manufacturing and industrial facilities.
- Mentored junior level engineers.
- Wrote proposals; established construction cost estimates, and project labor estimates.
- Provided significant contributions to the development of a company-wide Quality Control/Quality Assurance program.
- Developed standard details, specifications and calculations to produce efficient and consistent designs.

Professional Experience (continued)	[2006-2008]	Phillips, Milewski & Associates	Milwaukee, WI
	<u>Structural Engineer & Office Manager</u>		
	- Designed and detailed commercial, industrial, religious and residential buildings. - Evaluated existing buildings for new loads, modifications and repairs. Prepared reports and details for strengthening and restoration. - Worked closely with Architects and Owners to provide designs that meet budget, aesthetic requirements and functionality. - Performed office manager functions such as coordinating workloads, hiring staff, developing office standards, initializing marketing campaigns and overseeing website development.		
	[2004-2006]	Ambrose Engineering	Cedarburg, WI
	<u>Structural Engineer</u>		
	- Designed and analyzed structural systems to resist gravity and lateral loads, including rigid floor systems with lateral force distribution based upon stiffness of vertical elements. - Designed and detailed large educational facilities such as the Wilmot High School and Sheboygan North High School additions. - Designed multi-story, mixed-use residential, industrial facilities and community centers. - Coordinated structural and fire code requirements with Architects, General Contractors and Subcontractors.		
	[1999-2004]	Spancrete Industries	Waukesha, WI
	<u>Engineer</u>		
	- Designed prestressed hollowcore plank, beams, columns. - Designed and detailed prestressed hollowcore wall panels, composite wall panels and formcast wall panels. - Designed and detailed total precast concrete structures including hotels and parking garages. - Analyzed the distribution of lateral loads and designed connections to resist uplift and overturning. - Coordinated with general contractors, architects and engineers to ensure the design intent was met.		
Teaching Experience	[1997-2007]	Milwaukee School of Engineering	Milwaukee, WI
	<u>Lecturer</u>		
	- Taught architectural drafting and graphics and CAD to Architectural Engineering Students using AutoCAD (versions 12-2007). - Taught Strengths of Materials. - Taught Building Construction Materials and Methods.		
Computer Experience	- AutoCAD (releases 11 through 2020), Revit 2012-2020. - Microsoft Word, Microsoft Excel, Power Point - Enercalc, Concise, PCAMats, MathCAD, Woodworks, RAM Advance, RAM Elements, RAMSbeam and RAMScolumn - I have written dozens of spreadsheets using Microsoft Excel to perform various engineering analyses. Examples: masonry wall design, shear wall design, beam-column design, and lateral distribution based upon stiffness'		



PROFILE

In 2002, Joshua Stumpner obtained his Bachelor of Science degree in Construction Management from the University of Wisconsin-Stout. Josh gained experience by managing projects throughout Wisconsin and opened his company, JAS Construction, LLC, in 2004. Joshua became a Certified Master Constructor in 2002.

Joshua has a passion for professionalism and takes great care to ensure this quality is instilled in his employees and extends to the work he provides. Through hard work and consistent results, JAS Construction has become a go-to company for many local businesses, such as the City of Wausau, North Central Technical College, Downtown Grocery, Whitewater Music Hall, and Incredible Bank.

JAS Construction provides General Contracting services specializing in:

- Commercial Construction
- Commercial remodeling
- Lead Abatement
- Major and Minor Repairs

Joshua owns and operates with a team of 10 full time Construction crew of experienced carpentry laborers and 1 fulltime Assistant/Office Manager. We have consistently utilized a group of highly experienced local subcontractors, to assist us with our building projects, for many years.



Downtown Grocery



PROJECT APPROACH

Our team is prepared to assist the City of Wausau in evaluating and designing a new park shelter on Barker-Stewart Island utilizing salvaged materials from a dismantled mill building. The City took great care to save the timbers, believed to be virgin white pine. Our team is highly qualified to transfer that same level of care to a design for a park shelter on a new site giving renewed purpose for this lumber.

We have prepared a preliminary project schedule that would be refined in conjunction with the key stakeholders shortly after project award. Our intent is to work toward an August 1, 2021 date for delivery of a complete drawing set and cost estimate, subject to timely project award. The scope of services will happen in three phases that will proceed as follows:

Analysis and Concept Design:

After a project kick-off meeting, our team will visit the location of the existing timbers to observe and record their condition along with taking necessary samples for testing. Concurrent with the study of the lumber, the City shall be required to complete a survey of the property for our team's use. We will work with the city in both hand sketch and three-dimensional computer model form to convey our conceptual designs. We will plan for up to 3 meetings with the city to present and refine the conceptual design. These meetings may be held in person or web via zoom at our team's option. Approval of concept design will be required to move to the next phase of detailed drawings and specifications.

Detailed Drawings and Specifications:

Upon approval of the initial design concept and location, soil borings information will need to be provided by the City to determine soil bearing capacity. Our team will indicate the location and number of borings required. Our team will meet via web with City officials to review progress drawings at the following key intervals; 50% & 95% complete documents. Timely comments and feedback will be required after those meetings to keep our team on target with scope and schedule. A project cost estimate will also be prepared for the City to review and approve prior to moving into the next phase of work.

Bids and Construction Administration:

Upon approval of final documents and cost estimates, we shall assist the City procurement team to obtain bids for the moving of the timber and construction of park shelter. The City shall provide necessary procurement and front-end specification documents for inclusion in the project specifications. This proposal assumes a single bid package is to be prepared. After the bids are collected, our team will then review submitted bids and recommend a contractor to execute the work. Our team will also submit documents to the municipality for building permits.

During the duration of construction, key members of our team will visit the site as reasonably required, respond to contractor RFI's, review shop drawings, and attend project progress meetings at milestones important to contractor payment applications.

Project Schedule



Task	April	May	June	July	August	Sept.	Oct.	Nov.	Dec	Jan. 2022	Spring 2022
Notice of Award	◊										
Kick-Off Meeting	◊										
Conceptual Design											
Field Survey Data Collection											
Materials Testing											
Approve Concept Design		◊									
Geotechnical Report											
Construction Documents											
50% CD Review			◊								
95% CD Review				◊							
Bid Documents Issued					Aug. 1ST						
Owner Meeting, Present Final Design				◊							
Pre-Bid Meeting					◊						
Bids and Award											
Pre-Construction Meeting						◊					
Construction Starts, foundations in before frost									3-4 months		
Complete site items and landscape											

◊ = Deliverable

◊ = Meeting

FEE PROPOSAL – Reconstruction of Historic Mill Building

BREAKDOWN BY DISCIPLINE

Fee Breakdown:

Civil Engineering	[raSmith]	\$ 7,500.00
Electrical Engineering	[Cottrell Design Inc.]	\$ 2,700.00
Structural Engineering	[Ionic]	\$10,820.00
Cost Estimating	[JAS Construction Inc.]	\$ 6,850.00
Project Management	[GCA]	\$12,000.00
Architecture & Design	[GCA]	\$25,500.00
Total		\$65,390.00

Exclusions:

Site Survey, lumber materials testing, geotechnical soil borings

Travel time:

Our team will not be billing for travel time. All costs are included in lump sum.

Start Up costs:

Our team will not incur any start up costs. We will invoice monthly in proportion to work completed.

Reimbursable expenses:

Large Format printing and municipal review fees for approvals and permit review fees.
Estimated cost, \$1,000.

SCHEDULE OF HOURLY RATES

Additional Services will be billed hourly at our standard rates:

ARCHITECTURAL

Principal	\$150 / hour
Architect/ Project Manager:	\$120 / hour
Drafter / Intern	\$95 / hour

STRUCTURAL

Senior Structural Engineer:	\$130 / hour
Structural Drafter:	\$85 / hour

ENGINEERING

Civil Engineer:	\$157 / hour
Civil Technician:	\$131/ hour
Civil CAD Tech	\$93/ hour
Electrical Engineer:	\$110 / hour



GALBRAITH CARNAHAN ARCHITECTS

CLAIMS, LICENSURE AND NON-DISCRIMINATION VIOLATIONS

Galbraith Carnahan Architects, LLC has not had any licensure or non-discrimination claims against the organization.



REFERENCES

White Mound County Park
Matt Stieve
Parks Director
608-355-4800
mstieve@saukcountywi.gov

Convivium Urban Farmstead
Leslie Shalabi
Co-Founder
608-772-6552
leslie.shalabi@gmail.com

Mukwonago Park Beach Shelter
Steve Brunner
Waukesha County Parks System Manager
262-548-7790
sbrunner@waukeshacounty.gov

Menomonee Park
Jason Wilke
Senior Landscape Architect
262-548-7806
jwilke@waukeshacounty.gov

The Bindery
Zachary Mke
Founding Director
414-949-8973
zachary@binderymke.com



Clad in Corten steel, the building will weather to a deep brown color.

The Sauk County Parks Department determined that they needed to replace their failing county park offices at White Mound Park, the crown jewel of the Sauk County park system. As part of that replacement, they sought to expand the usefulness of the building beyond just the office component. Incorporated into the new structure, a spacious gathering room, which overlooks White Mound Lake, can now accommodate weddings or events. When not in use by rental parties, the space serves as a "living room" for the campers at the park.

Portions of the funding for the project were provided by money that the County received from American Transmission Company as compensation for placing one of their high capacity lines across Sauk County. One stipulation of the funding was that the money be used to enhance sustainability within the county. In addition to common sense sustainable strategies such as proper solar shading and building orientation, the new parks office employs the use of super-insulated walls and roofing. This allows the building to far exceed the code minimum requirements for insulation.

WE MOUND COUNTRY PARK

Sauk County Parks Department

- **Location:** Hill Point, Wisconsin
- **Status:** Completed 2018
- **Size:** 2,937 Sq. Feet
- **Awards:** 2019 Wisconsin Parks & Recreation Association Award



The building is set into the hillside for protection.



The community room looks out onto the lake.



At night, the building is a beacon to campers.



December 17, 2018

Re: Galbraith Carnahan Architects

Letter of Recommendation

To Whom It May Concern:

I am writing to recommend Galbraith Carnahan Architects as an architectural firm. The Sauk County Parks Department contracted with Galbraith Carnahan Architects (GCA) to design a new park office and community building at White Mound County Park near Hillpoint, Wisconsin. Sauk County wanted a high performance building as well as an attractive, adaptive and interesting structure that blended well with the surrounding landscape, and GCA certainly delivered. The "outside the box" design that GCA has created will be enjoyed by generations to come. We already have received numerous compliments regarding the building. The project went very well thanks to GCA's design, selfless time given to the project and their ability to work with the general contractor as a team. The project was completed on time, under budget and without incident.

In conclusion, I was very satisfied with the services Galbraith Carnahan Architects provided. The experience was a pleasurable one from start to finish. If you have any questions or would like additional information, please feel free to contact me at (608) 355-4800 or by email at matt.stieve@saukcountywi.gov.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Stieve", with a stylized flourish at the end.

Matt Stieve
Sauk County Parks Director



CONVIVUM URBAN FARMSTEAD



The new public courtyard with outdoor fireplace.

Convivium Urban Farmstead began when a local couple purchased a pair of abandoned 1920's greenhouses on the economically depressed north end of Dubuque. Their vision for the structures was to turn them into an operating urban farm that could teach neighborhood residents to grow and cook healthy foods. The ultimate goal of their organization is to build community around food.

Because of the scale of the endeavor, the clients brought Galbraith Carnahan on early in the project to assist with master planning. The existing buildings were surveyed and assessed for structural integrity. With that information, we developed initial designs and a pricing package that was used to develop preliminary costs for the project. The cost data was used to break the project up into smaller attainable phases. The phases were then sequenced to help provide the most efficient flow to the construction and development process.

The transformation of the greenhouses started on Jackson Street where the design of the new facility "gives back" two bays of greenhouse space to the public to create an intimate outdoor courtyard. This space helps to create an alive-ness to the street and invites the community onto the property to help foster participation. The interior of the facility includes a café, a training kitchen, a large woodshop, and an event center that can be rented out to help financially sustain the mission of Convivium Urban Farmstead.

In addition, the majority of the existing greenhouses are being rehabilitated and used to foster urban agricultural startup businesses such as a hydroponics company, or local caterer's and food companies that will eventually relocate off site once they gain a critical mass in their respective businesses.

CONVIVUM URBAN FARMSTEAD

Urban Farm

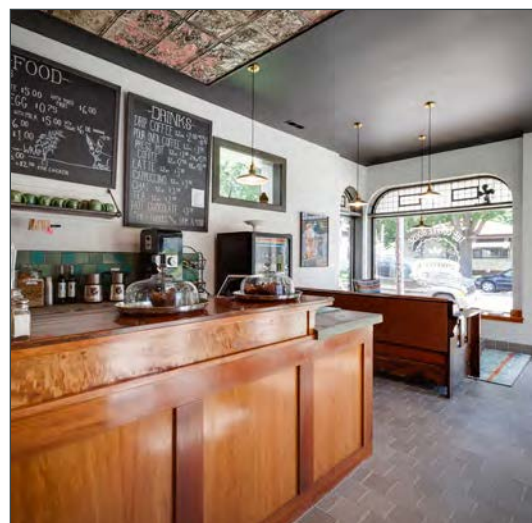
- **Location:** Dubuque, IA
- **Status:** Completed Summer 2017
- **Size:** 15,500 Sq. Feet



A view of the wall mural through the open garage doors.



A view of the interior of the event center.



The Convivium Cafe: an eclectic mix of architectural salvage.



July 13, 2016

Hello!

As you undertake your project, we here at Convivium Urban Farmstead would like to enthusiastically recommend that you select Galbraith Carnahan Architects (GCA) as your architectural partner.

Convivium Urban Farmstead is a non-profit based in Dubuque, Iowa. We are dedicated to creating community around food through gardening and food preparation education. Our facility is an old greenhouse complex and GCA did all of the architectural work on the renovation. And it was (and still is) a vast and ambitious project.

We cannot say enough about how helpful and flexible and open-minded the architects at GCA have been throughout this whole process. We had a crazy idea – take some old greenhouses and make them into an educational space and commercial kitchen. And not only did they accept the challenge, they brought many creative ideas to the project as well.

Before any design work was even started, Nick Carnahan organized a field trip day for us where we visited properties and organizations throughout the Milwaukee area that had aligned missions. This was tremendously helpful for us as we started the design work and showed us that they were sensitive to, and understanding of our mission as an organization.

Throughout the entire process they have been very conscious of our budget and have donated many, many billable hours in support of our mission. In particular, they have been making very regular visits to the job site to coordinate with our construction manager and keep an eye on our progress.

GCA's communication with us and with the City of Dubuque has been consistent and on-going. We are never left wondering what the next step is or where we are in the process. And the GCA team has gone to bat for us several times with the city for myriad zoning variation requests – even attending a City Council meeting on our behalf when we were unable to attend.

Good luck in your renovation process and we hope you choose GCA as your partner.

Leslie Shalabi

Co-Founder, Convivium Urban Farmstead

CREATING COMMUNITY AROUND FOOD.

2811 JACKSON ST. DUBUQUE, IOWA 52001 WWW.CONVIVIUM-DBQ.COM INFO@CONVIVIUM-DBQ.COM



MUKWONAGO PARK BEACH HOUSE & LODGE



Surrounding a sandy courtyard, the building creates a sense of shelter for the beach.

MUKWONAGO PARK

New Beach Shelter & Pavilion

- **Location:** Mukwonago Wisconsin
- **Status:** Awaiting budgeting
- **Size:** 28,760 Sq. Feet



Campers filter between the buildings to the beach.

The Mukwonago Park Beach House and Lodge melds architecture and landscape to create a unique sense of place. Taking advantage of the existing site and dividing the overall size of the building into a series of smaller elements leads to an environment that is more human in scale with a diverse range of user experiences. Broken down by different uses [Bathhouse, Lifeguard Station, and Lodge] these smaller elements are arranged around a sun filled courtyard that features a fire pit and overlooks the swimming pond. Movement through the site is directed by a series of paths that pass between the new buildings and connect to the existing parking lots.

To sympathetically blend with the existing park structures, the new buildings feature exposed timber and are clad in red board and batten siding, cedar shake roofs, and local fieldstone. Thin and linear in shape, the new buildings are oriented lengthwise in the east/west direction to take full advantage of easily controlled northern and southern light. Bands of north facing clearstory windows on the bathhouse provide natural illumination from above in areas where privacy takes precedent over views. Illuminated at night, these windows would serve as a beacon for those approaching the complex from the hilltop campsites above. Deep overhanging roofs provide shade and gather rainwater for treatment. The rainwater is then channeled to nearby rain gardens of native vegetation for filtering before it is released in the adjacent ponds.

Designed for year round use, the lodge features an event space with large southern facing and corner clearstory windows that allow natural light to penetrate deep into the space. A series of large doors open up onto a sheltered porch and create a visual and physical connection to the outdoors.

Far too often architecture tends to be about the building itself with no respect for the context in which it is placed. Recognizing that this is not an appropriate response the new buildings defer to the context to enhance the allure of the park rather than detract from it.



The large event space can host a variety of activities.



The bathhouse defines an outdoor room on the beach.

Paul Farrow
County Executive

Dale R. Shaver
Director



September 23, 2016

Re: Galbraith Carnahan Architects

To Whom It May Concern:

It was a pleasure working with Galbraith Carnahan Architects on the development of a conceptual design and cost estimate for the Mukwonago Park Beach House and Lodge. Mukwonago Park preserves some of the last remaining acres of rare oak opening in southeast Wisconsin, and the property also encompasses a system of ponds and an associated beach that are popular for water-related recreation. The Park's natural beauty and diverse recreational opportunities attract many users to the site.

Waukesha County intends to replace outdated beach house and lodge buildings with a new multi-use facility that complements the natural features of the property, while also providing an opportunity for increased revenue for the Park System. We decided to team with GCA because we were impressed with their portfolio of unique and sustainable building projects. We were not disappointed as they came up with a design that was both functional and aesthetically pleasing, and it also treated the delicate site with an appropriate sensitivity. The building complex was divided into a series of smaller elements that complemented the natural park setting very nicely. GCA staff lead us through a very effective design development process. They listened and responded well to our concerns, and our ideas were discussed in detail and incorporated into the design.

I would not hesitate to hire Galbraith Carnahan Architects again to design our next park building project.

Sincerely,

A handwritten signature in blue ink, appearing to read "Steve Brunner", is written over a horizontal line.

Steve Brunner
Park System Manager
Waukesha County



MENOMONEE PARK



MENOMONEE PARK

Waukesha County Parks Department

- **Location:** Menomonee Falls, WI
- **Status:** Completed 2018
- **Size:** 3,932 Sq. Feet



Exterior work repaired a damaged roof edge and patio area

Galbraith Carnahan Architects worked with Waukesha County Parks department to adapt a previously completed concept and budget study for a revised budget and scope. The project involved taking existing, outdated restrooms and changing rooms and converting them into a 10 stall men's, women's, and family restrooms to serve both the summer time beach crowds, but also the campground nearby. Shower stalls were added to serve the campground. The scope also included a concession stand renovation, exterior improvements, and a new lifeguard room. All new mechanical systems and electrical were installed as part of the upgrades.



Regrading existing fireplace



New toilet rooms

BIRCH



An enclosed "front porch" runs the entire West face of the building and opens onto the courtyard.

After a successful completion of the Atrium in Shorewood, the owner sought to expand his event venue offerings into the East Tosa neighborhood of Wauwatosa. The 1930's storefront to the West of his pre-existing Camp Bar proved to be an unlikely (yet ideal) candidate for this new use. The building had remained vacant for many years as potential tenants failed to recognize the latent potential in the space. Carved into a series of dark, claustrophobic offices the first floor of the building didn't initially present itself as adaptable into an event space.

The key to opening the building up lay in the forty-foot-wide asphalt parking lot adjacent to the building. With a concession of those parking spots, the creation of an intimate urban garden was possible. This move, along with a number of steel lintels, allowed the building to open up to the west, admitting light, air, and views of the private garden. A single story "porch" was created between the new courtyard garden and the building. This provided a highly transparent layer between the two spaces that has become a popular congregating area within the project.

The event space, Birch, and its courtyard garden have become a community hub within the neighborhood. In addition to the many weddings, bridal showers, and retirement parties held there, it has become a venue for more publicly oriented events as well. CARW, Historic Milwaukee Incorporated, and WUWM's Lake Effect have all utilized the space for their events. Having had a hand in creating a space that brings people together in the community is a great honor.

BIRCH

Event Space

- **Location:** Wauwatosa, Wisconsin
- **Status:** Completed 2018
- **Size:** 3,676 Sq. Feet
- **Awards:** 2019 Preservation Award



The intimate courtyard is a respite from busy North Avenue.



Inside; warm finishes create a cozy atmosphere.



The entrance is through a grove of birch and native plants.

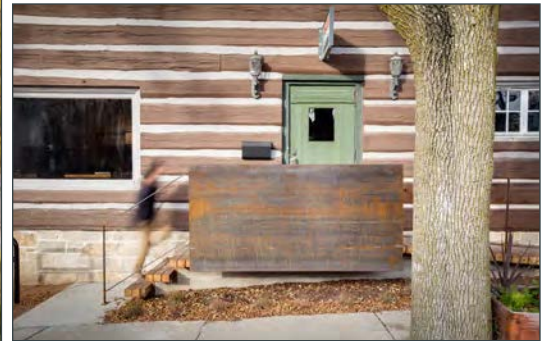


The building is set back from North Avenue to create a small park-like space.

LOG CABIN OFFICE

Structure Move and Rehabilitation

- **Location:** Wauwatosa, Wisconsin
- **Status:** Moved & completed 2019
- **Size:** 4,500 Sq. Feet



The building fits into its new location as if it's always been there.

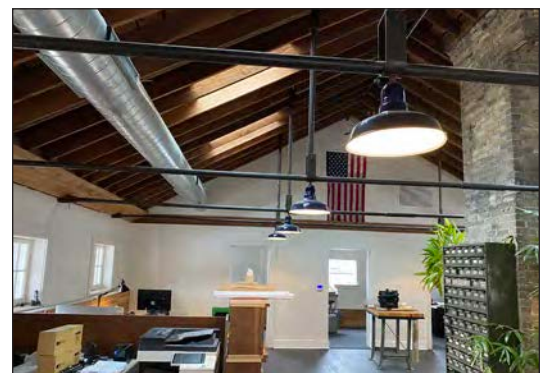
Galbraith Carnahan Architects (GCA) was outgrowing its former studio space when it acquired a vacant lot with the intent to construct a new office. While making plans for a new building, a unique opportunity presented itself to partners, Phil Galbraith and Nick Carnahan. A local developer was planning an apartment project nearby, but had a 1921 log Cabin located on his site. Initial plans were to bulldoze the structure, but the community organized a movement to save the building. In an effort to accommodate the preservation minded community, the developer offered to move the structure to anyone who would accept and restore the building. The timing aligned perfectly with GCA's search for a larger office.

Using our creativity and vision we switched our plans and took the developer up on his offer to move the cabin. Our vacant site was within a mile of the existing building, so the move was feasible. We worked in tandem with the developer to get his apartment project approved and permit the relocation of the Log Cabin. On March 13, 2018, the building was moved over a 4-hour period along several major city streets. This became quite a spectacle, as people braved the rainy night to see a two-story building roll down North Avenue.

After the building was moved to the new location, the focus shifted into a renovation project. The structure was stripped down to bare studs and completely re-imagined on the inside. New heating, cooling, electrical, and plumbing systems were installed. The original hardwood floors were sanded and re-finished. The majority of "new" interior finishes were reclaimed materials. The wood wall cladding was salvaged from an 1860's era warehouse in Dubuque, Iowa. Stair treads were made from a maple tree harvested from the vacant lot. The building treads lightly on the environment, as it is very well insulated, has extraordinary daylight, and is primarily finished in existing and reclaimed materials. It acts as a true showpiece for our craft and creativity.



The building moved down north avenue at night in a grand spectacle that was enjoyed by many onlookers.



The roof structure was altered to allow for a vaulted ceiling and skylights in the studio.

HILLCREST PARK



Proposed Design - Day

HILLCREST PARK

City of Waukesha Parks Department

- **Location:** Waukesha, Wisconsin
- **Status:** Out for Bid
- **Size:** 2,000 Sq. Feet



Fire control area circa 1962

Originally constructed in 1956 as a fire control area for the United States military's nuclear equipped Nike missile program, Hillcrest Park was one of eight Milwaukee-area Nike missile bases and built to deter and protect Milwaukee's large manufacturing infrastructure against a Soviet bomber attack that thankfully never came. However, by 1971 under the terms of the Strategic Arms Limitations Talks, more resources needing to be allocated to the Vietnam War, and the development of intercontinental ballistic missiles most of the Nike missile sites around the country had been shut down and in 1972 under the legacy of Parks Program the base was granted to the City of Waukesha.

With the exception of the former administrative building, barracks building, and the support structures for the radar antennas most of the traces of the site's former military use were wiped away when the base was turned over to the City of Waukesha. Seeking to expand the awareness and usefulness of the park the City of Waukesha Parks, Recreation, and Forestry targeted the largest of the remaining support structures for the radar antennas to be converted into a new open-air park pavilion. However, decades removed from the heightened tensions of the Cold War, the existing structure had fallen into disrepair through years of neglect and vandalism.

Sited atop the highest point of the park, the pavilion is approached via a new gently sloping concrete sidewalk flanked on one side by a sandblasted concrete wall. Signage is mounted at intervals along the wall to inform visitors of the park's historical significance. The existing structure is topped with a new steel and wood framed circular roof form clad in stainless steel tiles that gives off the impression of a flying saucer. A tapered circular void on the underside of the new roof structure terminates into a skylight that provides views to the sky above and pays homage to the site's former use of watching the skies. New lighting on the underside of the roof illuminates the structure at night. Assemblies of galvanized steel angles and metal wire mesh form screens that define the edges of the pavilion,

The careful selection of new materials and respect for the existing structure results in a second act for a once deteriorating, eerie Cold War relic as a park pavilion and an educational piece for future generations.



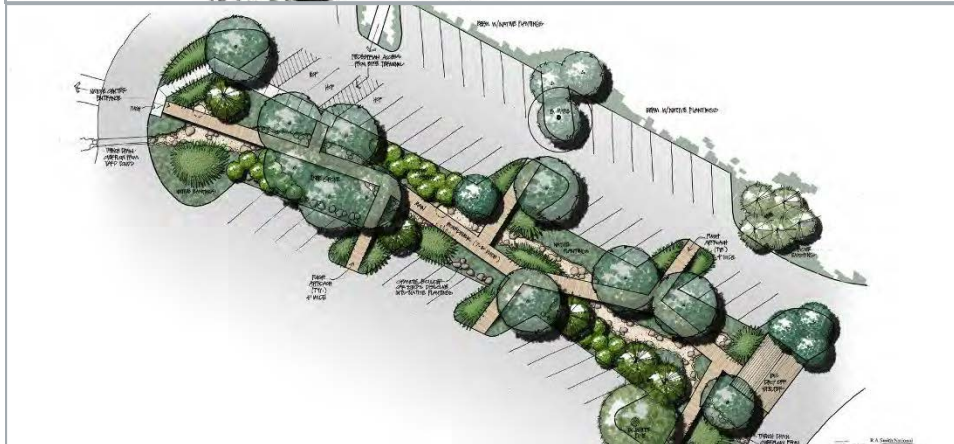
Remaining support structures for radar antennas



Proposed Design - Night

Project Brief

Chippewa Nature Center and Preschool



Location

Midland Township, Michigan

Client

Chippewa Nature Center

Project Team

Tom Mortensen, PLA, ASLA
Chris Hitch, P.E.



*The nature preschool has achieved
LEED® Gold certification.*

Chippewa Nature Center is one of the largest private nonprofit nature centers in the U.S., serving over 70,000 visitors each year. This project involved the renovation of an existing visitor center, construction of a new nature preschool and the rehabilitation of an existing parking lot. raSmith worked with project stakeholders to provide low-impact design services, including entrance and parking lot reconfiguration, playgrounds for the new nature preschool, a water feature pond at the entrance and a large bioretention area with native plant colonies for the treatment of parking lot runoff.

The project area sat along the banks of the Chippewa and Pine Rivers, surrounded by mature woodlands and wetlands. raSmith's civil engineers and landscape architects worked together to redesign the parking lot to direct runoff into a large bioretention area for improved water quality of the "first flush." Plantings native to Michigan were researched and selected to restore vegetation to disturbed areas of the site. Large existing trees were preserved.



Project Brief

City of Hartford Nature-Based Park Master Plan



Location

Hartford, Wisconsin

Client

City of Hartford

Project Team

Tom Mortensen, PLA, ASLA, Senior
Project Manager/Landscape Architect
Bob Harley, P.E., Civil Engineer
Luke Haas, PLA, Landscape Architect



raSmith worked with the City of Hartford, Wisconsin on a Master Plan for a 17-acre wooded passive-use park. The City purchased the land through subdivision developer agreements with the intention to create a park that would provide passive recreational opportunities for the residential neighborhoods and citizens throughout the city. The parcel consists of high-quality mixed hardwoods and rolling terrain with very few invasive species present.

A public open house informed interested citizens about the park master planning process and for review of the history of the land purchase and the potential park improvements. One of the main topics discussed at the open house was providing safe access for all potential users throughout the community (ADA access, a variety of age groups, etc.).

Based on public input, the raSmith design team prepared two concept alternatives for the park design, including a park shelter, parking/access, potential restrooms, a woodland trail network with various destinations, and a nature-based play zone. Because of the natural wooded setting, several options and examples of natural play and nature-based play elements were explored.

Introducing:

Ionic Structures and Design, LLC

About

Ionic Structures and Design LLC (Ionic) is owned and operated by Susan Lasecki. Ionic provides a wide range of structural engineering services. Susan Lasecki is a licensed professional engineer (P.E.) in the states of Wisconsin, Minnesota, Michigan, Iowa and South Dakota and a licensed structural engineer (S.E.) in the state of Illinois. Ionic is a Wisconsin Woman-Owned Business (WBE).

Ionic Structures and Design LLC provides structural engineering services to Architects, Owners, Contractors, Design Builders and Developers. Extensive experience in multiple industries provides a wide range of expertise to draw from. Solutions are focused on customer need with special attention to constructability, serviceability and economics.

Structural engineering services offered by Ionic include:

- Structural engineering design services for new construction.
- Structural evaluation and design modification services for existing construction.
- Structural investigation and remediation services for existing structures in need of repair.

Experience

Susan Lasecki P.E., S.E. has more than twenty-four years of creative, progressive, efficient and responsible engineering experience. Susan enjoys problem solving and looks at each challenge as an opportunity to make a win-win situation for all parties in the design and construction process. Her designs focus on solutions that are safe, durable, and economical.

Susan graduated from the Milwaukee School of Engineering in 1996 with a Bachelor of Engineering degree in Architectural Engineering. She specialized in structural and mechanical systems. In 2007, Susan graduated from Milwaukee School of Engineering with her Master's degree in Structural Engineering.

After graduation in 1996, Susan worked for consulting engineers in the design of new structures. She also performed forensic investigations for existing structures which had experienced failures. Following her experience in consulting, Susan worked as an engineer for a Wisconsin based precast concrete manufacturer and installer as a precast concrete component engineer. During her experience at this company, she designed many complex and total precast structures including health club facilities, precast parking decks and hotels.

In 2004, Susan re-entered consulting and designed many multimillion dollar facilities including high schools, grade schools, manufacturing facilities, condominiums, churches, office buildings, health care facilities and wastewater treatment facilities.

In 2011, Susan created Ionic Structures and Design LLC and has since spent her time designing a wide variety of projects ranging from wastewater treatment plants to baseball stadium facilities.

Ionic Structures and Design, LLC
P.O. Box 466
Plover, Wisconsin 54467

Phone: 414-540-8755
Fax: 414-921-9746
Website: www.ionic-sd.com
[Ionic on Facebook](#)



Structural Design Services

Structural design services

- Structural design services for new structures and additions
- Conceptual design
- Construction drawings and specifications
- Structural calculations
- Services during construction

Facility expertise

- Manufacturing facilities
- Municipal facilities
- Religious structures
- Office buildings
- Restaurants
- Condominiums/Apartment buildings
- Mixed-use facilities

- Schools
- Parking Garages
- Wastewater treatment plants
- Concrete tank design and buried structures

Materials Expertise

- Concrete (including mass concrete)
- Precast
- Steel
- Masonry
- Wood
- Aluminum

Evaluation of Existing Structures

Modifications to Existing Structures

- Analysis of existing structural capacity

Structural modifications for:

- Building alterations
- Rehabilitation
- Change of use

Structural Investigation

- Forensic studies
- Expert witness testimony
- Structural evaluation and rehabilitation designs

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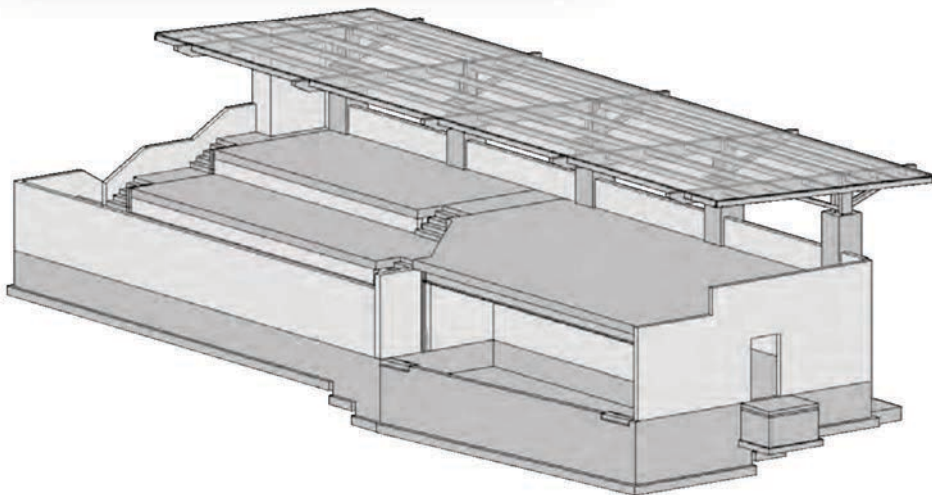
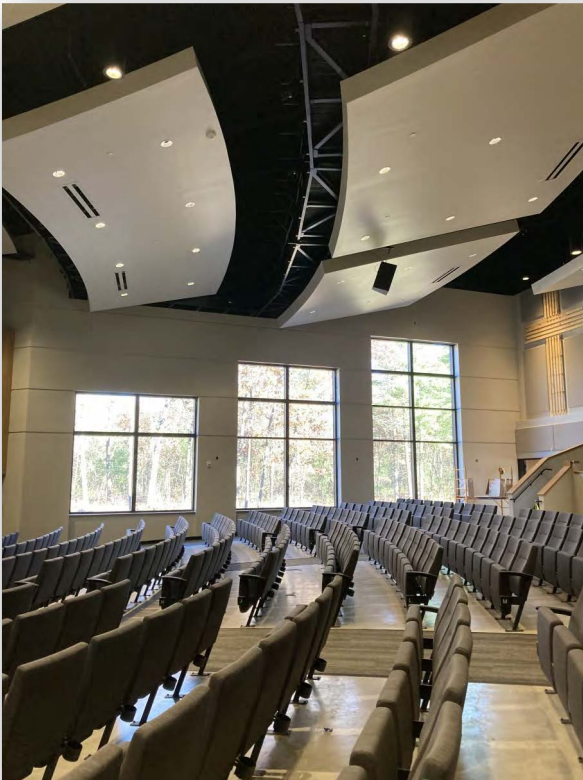
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Ionic Project Experience

2020

- Designed three new eight and twelve unit wood framed apartment buildings in Wausau, WI
- Oversaw construction services and completion of Woodlands Church in Plover, WI
- Designed new covered dining and concession area for Athletic Park in Wausau, WI.
- Design two self-storage facilities in Plover, WI.
- Provided evaluations of existing structures



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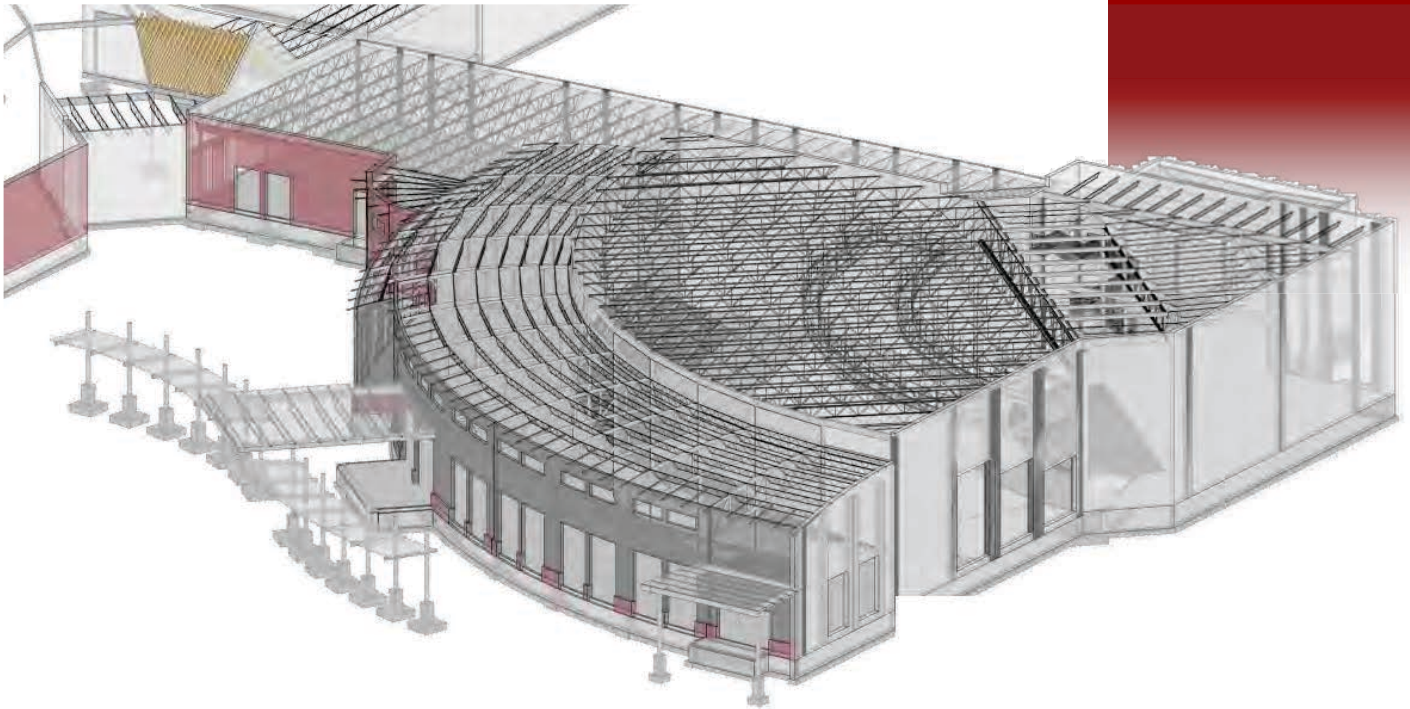
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Ionic Project Experience

2019

- Designed classroom additions for three schools in Rhinelander, WI.
- Designed a four story apartment building with underground parking in Wausau, WI
- Designed a 50,000 square foot church addition in Plover, WI
- Performed multiple structural investigations
- Provided engineering services to MMSD for plant modification options



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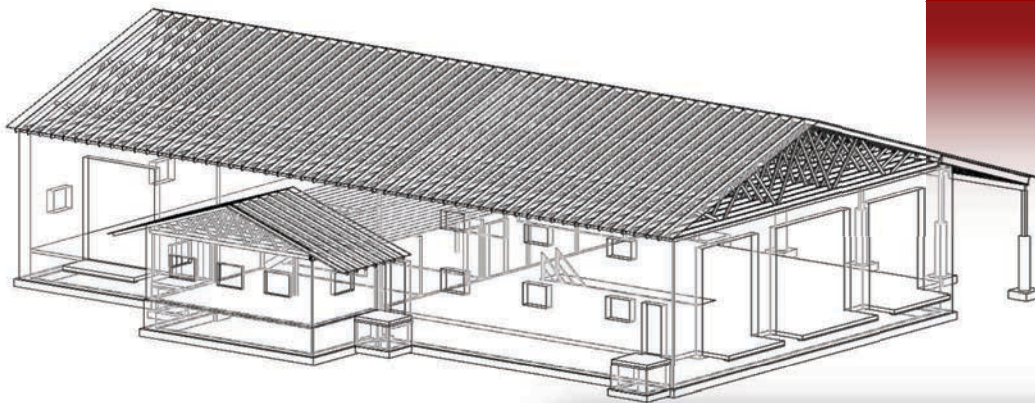
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Ionic Project Experience

2018

- Designed an elevated press box for Colby High school
- Designed a new Banquet facility and three additional buildings for a camp expansion in Caledonia, WI
- Designed a new maintenance facility and service garage for a Camp Forest Springs
- Provided continuing education seminars to Wisconsin State building inspectors and contractors on ACI and Wisconsin UDC Code material.
- Designed a new clarifier and tank foundations for commercial waste treatment facility in Greenville, MI.



2017

- Designed a clarifier rebuild for WWTP in New London, WI.
- Designed a new Truck Service facility and Vehicle storage facility in Waukesha, WI
- Provided structural investigation, repair designs and expert witness services for cases involving vehicle impacts, wall failures, truss failures, and floor system failures.
- Designed a new clearwell for the City of Rothschild.
- Designed new concrete waste treatment upgrade tanks and buildings for three commercial food production companies.
- Designed a new outdoor food and beverage structures for Wisconsin Athletic Park.

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Ionic Project Experience

2016

- Designed a 35,000 SF private residence in Knowlton, WI
- Designed the new floor, roof and wall structures for the Downtown Grocery rehabilitation after a substantial structure fire
- Analyzed an existing seven story, 100 year old concrete structure for new loads and structural modifications. Designed a new lateral resisting system for the structure.



2015

- Church of Jesus Christ of Latter Day Saints: New Sanctuary Addition in Sturgeon Bay, WI
- Athletic Park: Phase 2 Additions and Renovations
- Halder Field—New Baseball Grandstand design
- New office building design for Staab Construction in Marshfield, WI

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Ionic Project Experience

2014

- Woodson YMCA – New two story addition with a partial basement – Wausau, WI
- Waste Water Treatment Plant addition to Mullins Cheese - Knowlton WI
- Two Phase project with multi-cell tanks and integral buildings
- Multiple structural investigations with structural evaluations and restoration designs.



2013

- Wausau Athletic Park – New ballpark design – Wausau WI
- Leigh Yawkey Woodson Art Museum Phase 2 Addition – Wausau WI
- Mullins Cheese: New tank design and Facility expansion – Marshfield, WI
- Marengo Clinic – Williamsburg, Iowa
- SPASH: Life Skills Center – Stevens Point, WI

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Ionic Project Experience

2011-2012

- Leigh Yawkey Woodson Art Museum Phase 1 Addition, Wausau WI
- Advanced Pain Management – Canopy Expansion – Wausau WI
- Dairiconcepts – WWTP facility design with triple concrete tank and shared wall construction, Allerton Iowa
- JX Enterprises – New Peterbilt facility
- Medford Clinic – Second floor addition
- Mullins Cheese – Tanks and facility expansion
- Associated Bank – Canopy addition
- Wingra Parking Ramp – Foundation engineering for total precast facility
- Wabeno Band Shelter



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Notable Project Experience—Prior to Ionic

Municipal

- Auburn Indiana – WWTP Upgrade
- Rock Island, IL – LTCP WWTP Upgrade
- South Shore MMSD
- Fire Station, WI – Kansasville, WI

Financial

- Town Bank – Elm Gove
- Tri City National Bank – Brown Deer
- Evergreen State Bank – Janesville WI

Religious

- Northwest Baptist Church
- East Delavan Baptist Church – Multipurpose and classroom facility
- Covenant Presbyterian Church

Commercial

- State at Main – Racine, WI
- Horizon Retail Headquarters – Racine, WI
- Hampton Inn & Suites - Skokie, IL
- Leprino Food WWTP – Greeley, CO
- Greenwhey WWTP – Turtle Lake, WI
- MG Systems & Welding Addition – Menomonee Falls, WI
- Gardtec – Racine WI
- Hampton Inn & Suites, Skokie IL

Civic

- Girl Scouts – Camp Alice Chester second story deck addition
- Waunakee Village Center – Waunakee, WI

Educational

- Wilmot Union High School – Wilmot WI
- Sheboygan North High School Addition – Sheboygan, WI

Restaurants

- Cousins Subs – Villard Ave, Milwaukee
- Taco Johns – Waukesha, WI

Precast Engineering Experience

- Prevea Parking Ramp – Green Bay, WI
- Holiday Inn
- YMCA Eastside Facility – Green Bay, WI
- Kohler K-12 School
- Weston YMCA
- Northwoods YMCA
- The Groves of Palatine
- Marquette Campus Town 5
- Moreland Medical
- Fox Lake Correctional

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ADDITIONAL TERMS AND CONDITIONS

The City reserves the right to accept or reject any or all proposals or portions thereof without stated cause. Upon selection of a finalist, the City by its proper officials shall attempt to negotiate and reach a final agreement with the finalist. If the City, for any reason, is unable to reach a final agreement with this finalist; the City then reserves the right to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal. The City may also elect to reject all proposals and re-issue a new RFP.

The City is not bound to accept the proposal with the lowest cost, but may accept the proposal that demonstrates the best abilities and qualifications to meet the needs of the City. The City reserves the right to waive any formalities, defects, or irregularities, in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the City. The City reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the consultant.

SIGNATURE BLOCK

Note: Please return this page with your proposal, or replicate it in your cover letter.

The undersigned, an authorized agent of his/her company, hereby certifies:

☒ familiarization with all terms, conditions, and specifications herein stated,

☒ company is qualified to perform work and services as proposed,

☒ that the proposal submitted is valid until May 31, 2021 (date).

Galbraith Carnahan Architects

Company Name

6404 W North Avenue

Mailing Address

Wauwatosa, WI 53213

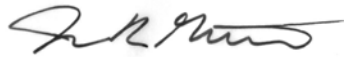
City, State, Zip

LLC

Type of Entity (S-Corp, LLC, etc.)

www.galbraithcarnahan.com

Web Site



Authorized Signature

Joe Galbraith

Printed Name

Partner

Title

414-291-0772

Phone Number

jrg@galbraithcarnahan.com

Email Address