



CITY OF ANTIGO

PUBLIC WORKS COMMITTEE MEETING

MULTI-PURPOSE ROOM

Tuesday, December 06, 2022

CITY HALL, 700 EDISON STREET

5:30 PM

Due to a Conflict with the Schedule the Public Works Committee Meeting Originally Scheduled for December 7, 2022 has been Rescheduled to December 6, 2022 at 5:30 PM

Call to Order

Discussion and Action May Occur on Any of the Following Agenda Items:

1. Approval of the Minutes from the October 26, 2022 Meeting
2. 2023 Sidewalk Replacement Program
3. Addition of Two Stop Signs at Arctic Street and Badger Avenue and One Stop Sign at Arctic Street and Washington Avenue
4. Professional Services Agreement with Legacy Solar Co-op for developing a Solar Power Planning Study for Implementation at City Hall & the Wastewater Treatment Plant
5. Professional Services Agreement with Ayres Associates for Topographical Survey Work on Edison Street from 6th to 9th Avenue in Preparation for Submitting Clean Water Fund & Safe Drinking Water Loan Program Fund Applications
6. Professional Services Agreement for Welding & Paint Inspections Associated with the 200,000 Gallon Water Tower Replacement Project at the City's Water Treatment Plant
7. Ayres Amendment to the Parking Lot agreement

Any Other Matters Authorized by Law to be Considered

Adjournment

Upon reasonable notice, efforts will be made to accommodate disabled individuals through appropriate aids and services. For additional information, contact Cheryl Barta, 700 Edison Street, Antigo, Wisconsin 54409. (715) 623-3633 extension 100. Members of and possibly a quorum of members of other governmental bodies may be in attendance to gather information. Any governmental body other than that specifically referred to above will take no action.

DATE MAILED: November 30,2022

TOM BAUKNECHT



To: Mayor and City Council
From: Charley Brinkmeier, Land Surveyor/Project Manager
Date: December 06, 2022
Re: 2023 Sidewalk Replacement Program

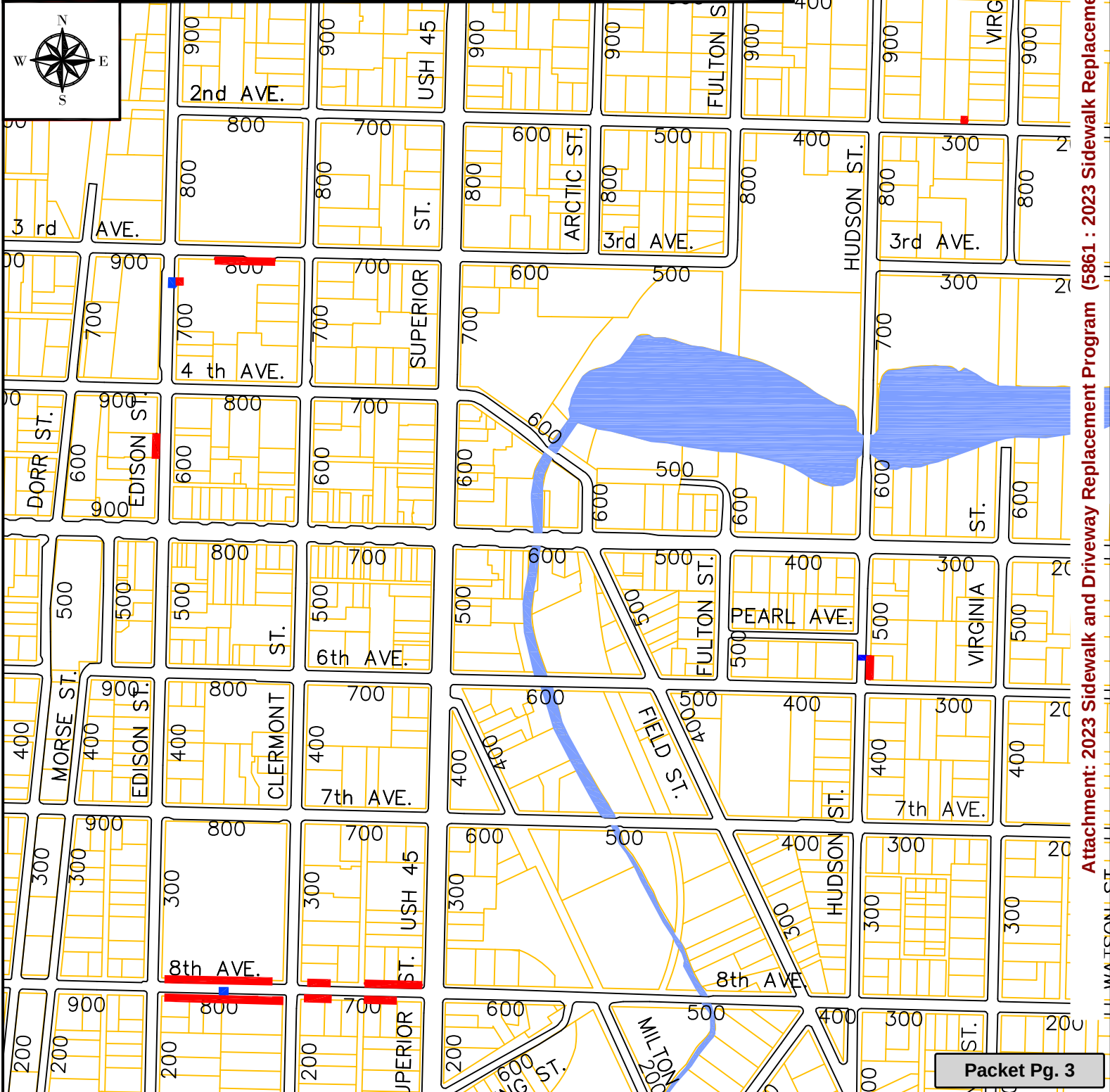
The attached map includes the addresses and the areas for the 2023 Sidewalk Replacement Program. This is the program that assesses the property owner 75% of the cost to replace public sidewalk in front of their property that does not meet our specifications. We are asking the committee to approve these areas and the intent to impose police powers for the assessments. The property owners are sent an estimate and giving the opportunity to speak at a public hearing prior to the work being completed.

2023 SIDEWALK AND DRIVEWAY APPROACH PROGRAM LOCATIONS

304 Superior St, 712 8th Ave, 714 8th Ave, 833 8th Ave, 813 8th Ave,
735 8th Ave, 303 Clermont St, 723 8th Ave, 715 8th Ave, 709 8th Ave,
620 Edison St, 503 Hudson St, 314 2nd Ave, 819 3rd Ave, 815 7th Ave,
and Various City Owned Right of Ways

Proposed Sidewalk Quantity: Approx. 5678 SQ FT

Proposed Driveway Quantity: Approx. 456 SQ FT



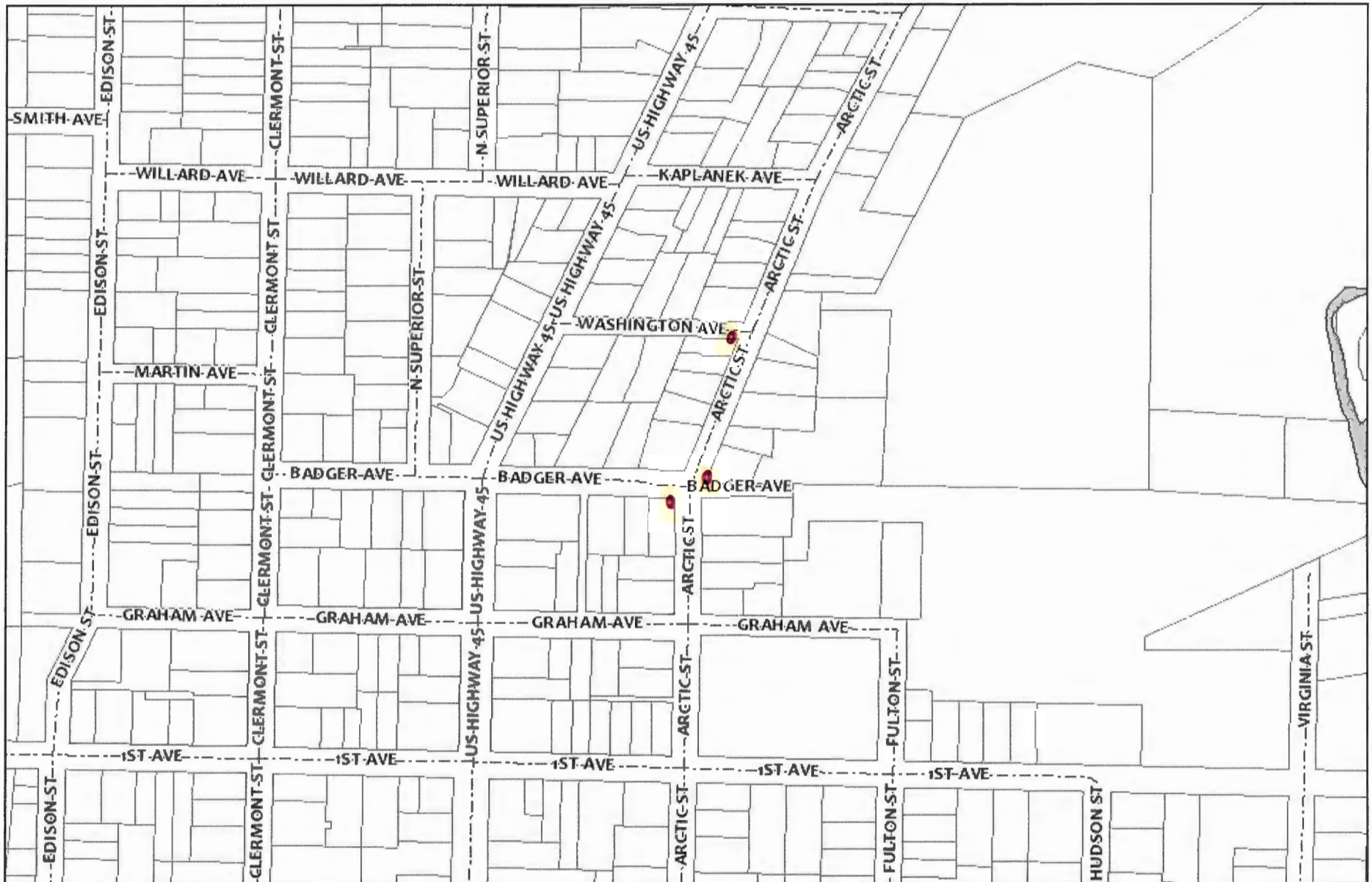


To: Mayor and City Council
From: Kirk Packard, Street Commissioner
Date: December 06, 2022
Re: Addition of Two Stop Signs at Arctic Street and Badger Avenue and One Stop Sign at Arctic Street and Washington Avenue

I have received a complaint and a request for placement of two stop signs at Arctic Street and Badger Avenue and one at Arctic Street and Washington Avenue.

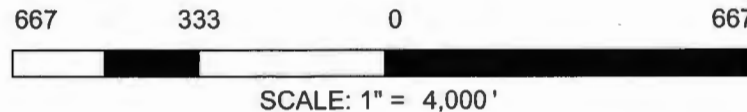
These are both uncontrolled intersections and near an elementary school.

I have spoken with Chief Duley regarding the safety aspect and he is in agreement that the three signs will be a supportive act in reassuring the safety of area children as well as controlling accidents. The addition of these stop signs will not impede traffic flow.



DISCLAIMER: This data is provided by the City of Antigo for informational purposes only. The City does not warrant or guarantee the accuracy or reliability of this data. The recipient of this data assumes any risk of its use for any purpose.

City of Antigo GIS



Print Date: 10/31/2022



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: December 06, 2022
Re: Professional Services Agreement with Legacy Solar Co-op for developing a Solar Power Planning Study for Implementation at City Hall & the Wastewater Treatment Plant

Legacy Solar Co-op as represented by Tony Hartman visited a number of City-owned building locations to assess the viability of solar panels at each facility as follows:

- City Hall
- Wastewater Treatment Plant
- Water Treatment Plant
- Street Shop
- Parks, Recreation and Cemetery Shop

Annual electrical billings were provided to Legacy Solar Co-op in order to assist in the initial assessment of each site. It was determined that City Hall and the Wastewater Treatment Plant provided the best opportunities for a return on investment based upon a number of contributing factors. Those factors include larger annual power consumption when compared to other sites, amount of direct exposure to sunlight available at each location, rooftop configurations being conducive to panel installation and availability of grant reimbursement compared to the overall investment.

Tony Hartman and his partners were instrumental in helping the City develop the initial concepts and industry contacts leading to the +/- 54 acre solar power development project that continues to advance towards the construction phase for spring of 2023 along Hogan Street south of Highway 64 on City-owned property.

Finally, Tony has provided the following information to help foster my recommendation to advance this effort:

- OEI's Energy Innovation Grant Program 2022 solicitation has been announced with a 1/30/23 application deadline
- \$10 million will be available in 2023 (last year of the American Recovery and Reinvestment Act (ARRA) of 2009 funding program)

It is my recommendation to enter into a Professional Services Agreement with Legacy Solar Co-op amounting to \$3,750 for development of solar power planning projects associated with City Hall and our Wastewater Treatment Plant per the attached Scope of Work Proposal.

Legacy Solar Co-op

Scope of Work Proposal City of Antigo

Legacy Solar Co-op (LSC) is a member-owned cooperative helping Wisconsin businesses, homeowners, and community institutions develop high quality affordable solar and energy efficiency projects. Legacy Solar Co-op takes on the technical challenges and the complexity inherent in the solar marketplace, streamlining the process, and helping you make the best choice possible for your organization. LSC typically saves organizations 15 to 30% on the overall cost of their solar projects, while costing only *5% of the project cost for our involvement*.*

Scope of Work to include:

1. Coordinate solar planning activities for the site(s) indicated below for 2023;
2. Analyze available 15-minute interval data from your utility;
3. Provide a "budgetary" quote for solar installation;
4. Provide a financial Cost-Benefit analysis, including multiple funding options;
5. Provide PowerPoint project summary for stakeholders;
6. Assist in qualified solar vendor procurement (RFP services);
7. Present apples-to-apples comparison of solicited proposals;
8. If moving forward, help negotiating contract scope of work with chosen vendor/s.

Cost of Services: \$2,500 for 1 site + \$1,250 for additional sites checked below

☒ City Hall

☐ Wastewater Treatment Facility

☐ Streets Department Building

☐ Water Treatment Facility

If **Antigo** becomes a [member of Legacy Solar Co-op](#) (\$250, lifetime) and signs a contract with a member vendor to build your solar project, we will rebate back to you 50% of the \$2,500 fee.

* Legacy Solar Co-op's administration fee to facilitate this entire process is just 5% of the overall project budget. We will have each vendor include this fee in their project proposals to take the burden off your up-front budget. This allows us to charge you only a nominal fee now to get the ball rolling. If you choose to not to go forward, \$2,500 is all you will pay us to help you navigate the process and get you the information you need to make a final decision. *Note: grant writing and loan financing services each include a separate Scope-of-Work (SOW) or Loan Proposal for these products and services.*

Thank you for considering Legacy Solar Co-op's professional consulting services as you plan your solar future. Please sign below to allow us to start working on your project.

Approved by (signature): _____ Date: _____

Name / Title: _____

Sign/Scan, and [Email](#), pay online, or **Mail** this and your payment to:

Legacy Solar Co-op -- P.O. Box 7622, Madison, WI 53707-7622



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: December 06, 2022
Re: Professional Services Agreement with Ayres Associates for Topographical Survey Work on Edison Street from 6th to 9th Avenue in Preparation for Submitting Clean Water Fund & Safe Drinking Water Loan Program Fund Applications

In order to maximize the points under the Clean Water Fund and Safe Drinking Water Loan Program application process municipalities that have 30% plan completion documents as part of their submittals stand a far better chance during the selection process. The criteria helps assure the WDNR under the application process that the community has committed themselves towards the advancement of a particular project.

The additional points will often be the difference in receiving enough points to qualify for the low-interest loans and more importantly the principal forgiveness portion of the application process. In order for the completion of 30% plans, it will be imperative that we complete the topographical survey prior to severe winter weather setting-in.

The City was not successful under two separate funding applications for this project (BIL-Local and LRIP/MSID grants) leaving this and CDBG-PF as our current options for project funding. We anticipate \$1,000,000 in CDBG-PF as a strong possibility with the CWF & SDWLP applications potentially bringing an additional \$500,000 in principal forgiveness (potentially more but forecasted at the \$500,000 amount to be conservative).

Overall, this would still leave the City \$1,500,000 short based on an estimated \$3,000,000 project. We can reapply for STP-Local but anticipate a maximum of \$250,000 based upon the new program criteria. Unfortunately, with only \$2,000,000 in the statewide program for the newly revised BIL-Local program our chances of selection will remain very competitive.

It is my recommendation to waive the bidding requirement and to enter into a Professional Services Agreement with Ayres Associates for conducting a topographical survey along Edison Street (6th to 9th Avenues) totaling \$5,800. This recommendation is made based upon the defined bulleted items identified within the Professional Services (Qualification Based) portion of the City's Purchasing Policy with funds being derived from the already budgeted CIP account for Engineering under category EDI-21a.

November 22, 2022

Mark A. Desotell, P.E.
Director of Administrative Services
City of Antigo
700 Edison Street
Antigo, WI 54409

Re: Edison Street Topographic Survey

Dear Mr. Desotell:

Thank you for the opportunity to submit this proposal for the professional services relating to the survey of the Edison Street project from 6th Avenue to 9th Avenue. This letter presents our proposed scope of services, time schedule, fee, and contract terms and conditions for the project.

Project Description

We understand the City of Antigo has a desire to topographic survey for eventual design efforts for Edison Street project from 6th Avenue to 9th Avenue.

Scope of Services

Ayres Associates Inc proposes performing the following services:

Edison Street (6th Avenue to 9th Avenue)

1. Participate in one planning meeting with City staff.
2. Create a topographic surface suitable for the replacement of pavement, sanitary, water, concrete sidewalk, and storm sewer on Edison Street project from 6th Avenue to 9th Avenue.
 - Limits to extend to 10' beyond the right-of-way lines or Edison Street or to the building faces, whichever is closer to the roadway. Limits extend from the centerline of 6th Avenue to 100' South of the centerline of 9th Avenue.
 - Topographic survey to extend down side roads 100' from the centerline of Edison Street.
 - Diggers Hotline will be used to have underground utilities marked. Ayres is not liable for incomplete or inaccurate utility markings.
 - Map above ground visible utilities and underground utilities (as marked by others) within the limits of the attached. One attempt will be made to locate these utilities, additional field visits will be considered an extra cost.
 - Dip manholes and water valves within the project limits and one beyond limits if applicable.
 - Set a minimum of 3 horizontal control points and 3 vertical benchmarks.

Deliverables

- 2d and 3d Civil3d drawings in version 2018.

Time Schedule

We will provide a topographic service for owner/engineer review within 30-days of receiving the authorization to proceed.

Mr. Desotell
November 22, 2022
Page 2 of 2

Fee

We will perform the above services for a Lump Sum amount of \$5,800.

Contract Terms and Conditions

Attached are "Contract Terms and Conditions" which will apply to the services and which are incorporated into this proposal by reference.

Acceptance

If this proposal and terms and conditions are acceptable to you, a signature on the enclosed copy of this letter will serve as our authorization to proceed.

This proposal is valid until December 15, 2022 unless extended by us in writing.

Proposed by Consultant:

Accepted by Owner:

Ayres Associates Inc

Craig R. Schuh, PE
Manager – Engineering Services, Green Bay

Owner's Name

Signature

Name

Title

November 22, 2022

Date

Date

Attachments: Contract Terms and Conditions

**AYRES ASSOCIATES
CONTRACT TERMS AND CONDITIONS**

- 1. Performance of Services:** Consultant shall perform the services outlined in its proposal to Owner in consideration of the stated fee and payment terms.
- 2. Billing and Payment:** Invoices for Consultant's services shall be submitted to Owner on a monthly basis. Invoices shall be due and payable within 30 days from date of invoice. If any invoice is not paid within 30 days, Consultant may, without waiving any claim or right against Owner, and without liability whatsoever to Owner, suspended or terminate the performance of services. Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.5% on the unpaid balance, or the maximum rate of interest permitted by law, if less. The amount of any excise, value-added, gross receipts, or sales taxes that may be imposed on payments shall be added to Consultant's compensation. No deductions or offsets shall be made from Consultant's compensation or expenses on account of any setoffs or back charges.
- 3. Access to Site:** Owner shall furnish right-of-entry on the project site for Consultant and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of services. Consultant will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.
- 4. Location of Utilities:** Consultant shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend Consultant in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information or instructions which have been furnished to Consultant by others.
- 5. Hazardous Materials:** In the event that unanticipated potentially hazardous materials are encountered during the course of the project, Owner agrees to negotiate a revision to the scope of services, time schedule, fee, and contract terms and conditions. If a mutually satisfactory agreement cannot be reached between both parties, the contract shall be terminated and Owner agrees to pay Consultant for all services rendered, including reasonable termination expenses.
- 6. Insurance:** Consultant shall maintain Workers' Compensation, General Liability, and Automobile Liability Insurance during its services for Owner. Consultant shall furnish a Certificate of Insurance to Owner upon written request. Owner agrees that Consultant shall not be liable or responsible to Owner for any loss, damage, or liability beyond the amounts, limits, exclusions, and conditions of such insurance.
- 7. Limitation of Professional Liability:** Owner agrees to limit Consultant's professional liability for any and all claims for loss, damage or injury, including but not limited to, claims for negligence, professional errors or omissions, strict liability, and breach of contract or warranty, to an amount of \$50,000.00 or Consultant's fee, whichever is greater. In the event that Owner does not wish to limit Consultant's professional liability to this sum, Consultant agrees to raise the limitation of liability to a sum not to exceed \$1,000,000.00 for increased consideration of ten percent (10%) of the total fee or \$500.00, whichever is greater, upon receiving Owner's written request prior to the start of Consultant's services.
- 8. Opinions of Probable Costs:** Consultant's opinions of probable project costs are made on the basis of Consultant's experience, qualifications and judgment; but Consultant cannot and does not guarantee that actual project costs will not vary from opinions of probable cost.
- 9. Construction Review:** Consultant does not accept responsibility for the design of a construction project unless the Consultant's contract includes review of the contractor's shop drawings, product data, and other documents, and includes site visits during construction in order to ascertain that, in general, the work is being performed in accordance with the construction contract documents.
- 10. Construction Observation:** On request, Consultant shall provide personnel to observe construction in order to ascertain that, in general, the work is being performed in accordance with the construction contract documents. This construction observation shall not make Consultant a guarantor of the contractor's work. The contractor shall continue to be responsible for the accuracy and adequacy of all construction performed. In accordance with generally accepted practice, the contractor will be solely responsible for the methods of construction, direction of personnel, control of machinery, and falsework, scaffolding, and other temporary construction aids. In addition, all matters related to safety in, on, or about the construction site shall be under the direction and control of the contractor and Consultant shall have no responsibility in that regard. Consultant shall not be required to verify any part of the work performed unless measurements, readings, and observations of that part of the construction are made by Consultant's personnel.
- 11. Standard of Performance:** The standard of care for all professional services performed or furnished by Consultant under this contract will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Consultant does not make any warranty or guarantee, expressed or implied, nor is this contract subject to the provisions of any uniform commercial code. Similarly, Consultant will not accept those terms and conditions offered by Owner in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

12. Ownership of Documents: All documents produced by Consultant under this contract are instruments of Consultant's professional service and shall remain the property of Consultant and may not be used by Owner for any other purpose without the prior written consent of Consultant.

13. Electronic Files: Owner and Consultant agree that any electronic files furnished by either party shall conform to the specifications agreed to at the time this contract is executed. Electronic files furnished by either party shall be subject to an acceptance period of 60 days during which the receiving party agrees to perform appropriate acceptance tests. The party furnishing the electronic file shall correct any discrepancies or errors detected and reported within the acceptance period. After the acceptance period, the electronic files shall be deemed to be accepted and neither party shall have any obligation to correct errors or maintain electronic files. Owner is aware that differences may exist between the electronic files delivered and the printed hard-copy documents. In the event of a conflict between the hard-copy documents prepared by Consultant and electronic files, the hard-copy documents shall govern.

14. Financial and Legal Services: Consultant's services and expertise do not include the following services, which shall be provided by Owner if required: (1) Accounting, bond and financial advisory (including, if applicable, "municipal advisor" services as described in Section 975 of the Dodd-Frank Wall Street Reform and Consumer Protection Act (2010) and the municipal advisor registration rules issued by the Securities and Exchange Commission), independent cost estimating, and insurance counseling services; (2) Legal services with regard to issues pertaining to the Project as Owner requires, Contractor(s) raises, or Consultant reasonably requests; and (3) Such auditing services as Owner requires to ascertain how or for what purpose any Contractor has used the money paid.

15. Termination of Services: This contract may be terminated at any time by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, Owner shall pay Consultant for all services rendered to the date of termination, all reimbursable expenses incurred prior to termination, and reasonable termination expenses incurred as the result of termination.

16. Controlling Law: This contract is to be governed by the law of the place of business of Consultant at the address in its proposal to Owner.

17. Assignment of Rights: Neither Owner nor Consultant shall assign, sublet or transfer any rights under or interest in this contract (including, but without limitation, moneys that may become due or moneys that are due) without the written consent of the other, except to the extent mandated or restricted by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this contract. Nothing contained in this paragraph shall prevent Consultant from employing such independent subconsultants as Consultant may deem appropriate to assist in the performance of services hereunder.

18. Third Party Benefits: This contract does not create any benefits for any third party.

19. Dispute Resolution: Owner and Consultant agree to negotiate all disputes between them in good faith for a period of 30 days from the date of notice prior to exercising their rights under the following dispute resolution provision. If direct negotiations fail, Owner and Consultant agree that they shall submit any and all unsettled claims, counterclaims, disputes, and other matters in question between them arising out of or relating to this contract or the breach thereof to mediation in accordance with the Construction Industry Mediation Rules of the American Arbitration Association effective on the date of this contract prior to exercising other rights under law.

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

21. Betterment: If, due to Consultant's negligence, a required item or component of the project is omitted from the construction documents, Consultant's liability shall be limited to the reasonable cost of correction of the construction, less what Owner's cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that Consultant will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the project.

22. Amendments: This contract may only be amended, supplemented, modified, or canceled by a duly executed written instrument.



To: Mayor and City Council
From: Mark Desotell, Director of Administrative Services
Date: December 06, 2022
Re: Professional Services Agreement for Welding & Paint Inspections Associated with the 200,000 Gallon Water Tower Replacement Project at the City's Water Treatment Plant

Taryn Nall of Ruekert & Mielke as part of their consulting engineering services for the City's 2023 water tower replacement project solicited proposals on the City's behalf from qualified firms for the inspection of welding and coating (Paint) during the proposed 2023 construction of our new 200,000-gallon water tank. These inspection services include the necessary rigging and climbing of the tower by specialized firms during the fabrication process and the eventual on-site construction of the tower.

Three firms submitted proposal responses for the specialized inspection work based upon specific categories/deliverables. These firms were invited to provide an inspection proposal based upon the lead design firm's (Ruekert & Mielke) experience with their capabilities. The attached Excel spreadsheet provides a summary of each proposal along with perceived adjustments necessary to make a fair comparison (see items marked in red).

The low proposal was from James Orr Coating Inspection, LLC of Madison, Wisconsin at a fee of \$51,800. Each firm made a presentation of their proposal to Charley Brinkmeier, Taryn Nall and myself. It is our recommendation to award the inspection proposal to James Orr Coating Inspection, LLC of Madison, Wisconsin at a fee of \$51,800.

CONSULTANT PROPOSAL SUMMARY FOR THE INSPECTIONS OF TOWER WELDING and PAINTING
CITY of ANTIGO - 200,000 GALLON TANK
DECEMBER 2022

3.6.a

DESCRIPTION OF SERVICE	KLM ENGINEERING INCORPORATED, LLC	JAMES ORR COATING INSPECTION, LLC	DIXON ENGINEERING & INSPECTION
Contractor Submittal Reviews	\$2,500	\$1,000	\$3,400
Shop Inspection	\$14,157 (2 Weeks)	\$12,000 (Lump Sum)	\$20,000 (Standard Hourly Rate)
Fabrication/Welding Inspection	\$11,622 (5 Trips) \$2,325 per trip	\$4,800 (3 Trips) \$1,600 per trip	\$6,200 (4 Trips) \$1,550 per trip
Coating/Painting Inspection	\$43,951 (5 Weeks @ 48 Hours) = 240 hours \$182 per hour	\$30,000 (25 Visits) = 200 hours \$150 per hour	\$31,625 (23 Visits) = 184 hours \$172 per hour
Final Site Review	\$0	\$0	\$1,400
1-Year Warranty Inspection	<u>\$3,400</u>	<u>\$4,000</u>	<u>\$3,750</u>
	\$75,630	\$51,800	\$66,375
Comparison with 3 Fabrication/Welding trips by Each Firm	(\$4,650)	\$0	(\$1,550)
Comparison with 200 hours of Coating/Paint Inspection time per Firm	<u>(\$7,280)</u>	<u>\$0</u>	<u>\$2,752</u>
Equivalent Comparison =	\$63,700	\$51,800	\$67,577

Attachment: Comparison of Welding & Coating Inspection Proposals - November 2022 (5862 :



To: Mayor and City Council
From: Charley Brinkmeier, Land Surveyor/Project Manager
Date: December 06, 2022
Re: Ayres Amendment to the Parking Lot agreement

We have asked Ayres & Associates for some additional services for the 2023 parking lots and alley project.

Final Bid Document and Bid Administration are for a total of \$7,100 and Construction Administration and Construction Staking are based on time and expense for \$10,700, for a total of \$17,800. The funds have been budgeted for and would be coming out of the Parking Lot Capital Equipment/Improvement Plan (CIP) account. We are recommending approval of the amendment for additional services with Ayres & Associates.

AMENDMENT TO AGREEMENT

Amendment dated November 30, 2022

The Agreement for Professional Services made as of May 6, 2022 between the City of Antigo (OWNER) and Ayres Associates Inc, 3376 Packerland Drive, Ashwaubenon, WI 54115 (CONSULTANT) is hereby amended as set forth below.

Scope of Services

We will add Final Design Document Modifications, Bidding Administration, Construction Administration and Construction Staking services for the 2022 Parking Lot and Alley Improvements Design contract. A detailed list of services to be added with this amendment is as follows:

Final Design/Bid Documents

1. Prepare final plans based on scope changes with addition of sidewalk, storm sewer improvements and driveway revisions after Owner review.
2. Make changes to bid documents based on construction season change from 2022 construction season to 2023 construction season.

Bidding Administration

1. Prepare advertisement for bid and assist with publication for a single prime bid.
2. Answer questions from perspective bidders and issue addenda for clarification if necessary.
3. Attend bid opening, prepare bid tabulation, and assist the City in evaluating bids.
4. Issue a Letter of Recommendation to the City based on bid results.
5. Prepare the contract and issue a Notice of Award to the contractor.

Construction Administration

1. Issue Notice to Proceed to contractor.
2. Facilitate and attend the preconstruction meeting.
3. Review shop drawings and product data submittals.
4. Review change order requests and payment requests. Submit to the City for approval and payment.
5. Make periodic site visits to ensure compliance with construction documents and review construction progress for progress payments. The estimated fee assumes a combined total of 5 (five) site visits for a total of five hours each visit, including travel time.
6. Attend final project walkthrough and develop punch list for project completion.
7. Prepare construction contract closeout documents.

Construction Staking

1. City Hall Parking Lot - Stake approximately 160 lineal feet of sidewalk and 610 lineal feet of curb at 50' stationing on tangents and 25' stationing non-tangent with offsets as requested by contractor (1 mobilization) and the staking of two storm inlets and approximately 30 spot locations for grading purposes (1 mobilization).

2. Edison Street Alley - Stake approximately 445 lineal feet of curb at 50' stationing on tangents and 25' stationing non-tangent with offsets as requested by contractor (1 mobilization)
3. Superior Street Parking Lot - Stake approximately 10 spot locations for grading purposes (mobilization included with one of previous projects).

Time Schedule

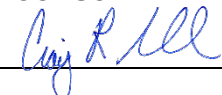
We will provide Final Design/Bid Documents and Bid Administration within 60 calendar days of receiving the authorization to proceed. Construction Administration and Construction Staking is anticipated to be completed in summer 2023.

Fee

We will perform the services listed below for the Lump Sum (LS) or Time and Expense (T&E) amount as follows:

Final Design/Bid Documents (LS)	\$ 2,750
Bid Administration (LS)	\$ 4,350
Construction Administration (T&E)	\$ 5,700
Construction Staking (T&E)	\$ 5,000
Total	\$17,800

In Witness Whereof, the parties hereto have made and executed this Amendment to Agreement as of the day and year first written above.

<u>City of Antigo</u> OWNER		<u>Ayres Associates Inc</u> CONSULTANT
_____	(Signature)	<u></u>
_____	(Typed Name)	<u>Craig R. Schuh, PE</u>
_____	(Title)	<u>Manager – Engineering Services</u>
_____	(Date)	<u>November 30, 2022</u>



Ingenuity, Integrity,
and Intelligence.

Hourly Rate Schedule

January 1, 2022

Classification	2022 Hourly Rate
Manager	\$120.78 - \$322.24
Engineer 4	\$125.90 - \$290.91
Engineer 3	\$101.18 - \$204.80
Engineer 2	\$97.30 - \$149.07
Engineer 1	\$86.36 - \$130.50
Architect 3	\$123.80 - \$139.01
Architect 2	\$94.56 - \$132.42
Architect 1	\$76.74 - \$86.16
Interior Designer	\$74.58 - \$122.43
Landscape Architect 3	\$96.90 - \$108.80
Landscape Architect 2	\$85.07 - \$95.52
Landscape Architect 1	\$71.18 - \$79.92
Scientist 3	\$118.96 - \$146.12
Scientist 2	\$94.55 - \$121.38
Surveyor	\$89.78 - \$159.10
Geospatial Services Specialist	\$92.63 - \$192.64
Geospatial Services Technician	\$58.40 - \$114.88
Technician 5	\$91.20 - \$151.97
Technician 4	\$80.91 - \$143.23
Technician 3	\$68.69 - \$106.18
Technician 2	\$69.11 - \$84.80
Technician 1	\$60.56 - \$84.80
Senior Urban Planner	\$129.75 - \$168.74
Urban Planner	\$100.23 - \$112.54
Administrative Specialist	\$89.78 - \$180.26
Administrative Assistant	\$60.56 - \$96.70

For each classification, specific rates will depend on the level of experience required to meet project needs and goals.

This rate schedule covers normal and customary services only. Rates for environmental classifications and other specialized services are excluded.

Attachment: Amendment 1 to Agreement (5871 : Ayres Amendment to the Parking Lot agreement)



Reimbursable Expense Schedule (Effective October 01, 2022)

Policy: It's the policy of Ayres Associates Inc that costs associated with equipment and supplies identified as having been used on a specific project be charged to that project and not to general overhead. All equipment rates are based on actual costs and are reviewed/updated annually.

Company-Owned Equipment

ENVIRONMENTAL MONITORING, SAMPLING, TESTING:

FID/PID/OVA	\$91.85 Day
Groundwater Sampling	\$10.10 Sample
Interface Probe	\$9.40 Day
Nuclear Density	\$105.00 Day
Soil Sampling	\$13.55 Sample
Vapor Sampling	\$12.10 Sample
Water Level Meter	\$22.05 Day

CONSTRUCTION TESTING AND SAMPLING:

Concrete/Testing Equipment	\$120.00 Day
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PHOTOGRAMMETRIC AND SURVEYING:

360 Camera	\$49.15 Day
Depth Sounder Meter	\$200.00 Day
Geospatial Workstation	\$7.70 Hour
Drone - Common	\$365.00 Day
Drone - Inspection	\$1,270.00 Day
Drone - LiDAR	\$1,495.00 Day
GPS	\$66.15 Day
High Precision Digital Level	\$4.60 Day
Laser/Automatic Level	\$26.55 Day
Phase One Camera	\$1,260.00 Day
Terrestrial LiDAR System	\$730.00 Day
Total Station (Robotic)	\$68.00 Day
True View UAS LiDAR System	\$2,000.00 Day

STRUCTURAL ABOVE/UNDER WATER INSPECTION :

Air Tank	\$11.35 Tank
NDT/Testing Equipment	\$300.00 Day
Resistograph	\$29.90 Day

SUBSURFACE UTILITY EQUIPMENT:

RD Electronic Locating Device	\$35.05 Day
VAC Truck	\$1,365.00 Day

TRAFFIC DATA COLLECTION:

Miovision Scout VCU	\$39.55 Day
Traffic Counter	\$76.50 Day

TRANSPORTATION:

All-Terrain Utility Vehicle (ATV/UTV)	\$445.00 Day
Boat/Motor/Trailer	\$430.00 Day
Company Trucks	\$1.05 Mile
Personal Auto	Current IRS Rate

Rented Equipment

Employee-owned Dive Gear	\$15.00 Day
Employee-owned Wet Suit	\$10.00 Day
Rental Bucket Lift Truck	\$1,220.00 Day

Meals and Lodging (as of October 01, 2022)

Traveler reimbursement is dependent upon where the project is located, not the accommodations nor where the office is located. Meal and lodging rates are consistent with rates posted on the US Government's Federal Travel Regulations website at: www.gsa.gov/perdiem

The following table shows the breakdown of the Basic (CONUS) rate for lodging, breakfast/continental breakfast, lunch, and dinner. Ayres Associates current CONUS per diem rate is \$150 for lodging and meals (less incidental expenses.)

Rate	Explanation	Basic Rate Continental U.S (CONUS)
Lodging	Standard Rate (excluding taxes)	\$98
M & IE	Meals and incidentals as listed on federal website	\$59
Less incidental expenses (not reimbursed)		
Company reimbursement excluding incidentals		(\$5)
Ayres Associates daily meals rate (Net reimbursement rate)		\$54
<u>Rates for meals segregated by type</u>		
Breakfast/Continental Breakfast		\$13
Lunch		\$15
Dinner		\$26
First & Last Day of Travel (Meals @ 75%)		
Ayres meals "Net reimbursement rate" @ 75%		\$40.50

Project Location Look-up:

1. Meal and lodging rates differ by location.
2. For a map of the continental United States go to: www.gsa.gov/perdiem
3. Search the projects location by City, State, or Zip Code.
4. Cities not appearing on the website may be located within a county for which rates are listed.
5. To determine what county a city is located in, go to: www.naco.org and choose "County Explorer".



Reimbursable Expense Schedule (Effective October 01, 2022)

Vendor Supplies - Actual Cost

Aerial mapping	Geotechnical testing/lab services	Presentation materials
Aerial Photography	GIS data	Printing/Reproduction/Plots
55 gallon drums	Gloves (rubber or cloth)	Public notice fees
Airfare	GPS equipment	Publications
Aluminum cap domes	Hammer drill & accessories	Rebar
Aluminum caps	Haz Matls Site Database Research	Recording fees
Asphalt lab test	Hub flags	Reference materials
All terrain vehicles	Hubs	Research fees
Audience response devices	Hydrolift pump	Review Fees
Augering devices	Ice	Robotic survey equipment
Baggage fees	Interface probing devices	Rope
Batteries	Internet services, faxes	Safety equipment
Bentonite	Lab services, testing, supplies	Safety supplies
Bid notice fees	Laser level	Sampling Jars
Binders	Lath	Scans
Binding	Legal document costs	Sediment sampling
Bluelines/blueprints	Legal notice fees	Shelby tubes
Bleach	LiDAR/HD Scanning Equipment	Shipping fees
Boat rental	Light rail fees	Shipping/postage (mass mailings)
Boat ramp fees	Locking caps, caps	Shuttles and taxis
Boundary posts/markers	Locking well caps, well caps	Smoke bombs
Camera	Lodging/extended stay	Software – project specific
Car rentals/ fuel	Locks	Soil sample liners
Carbon dioxide tubes	Lumber crayons	Spatulas
Casing	Magic markers	Spikes
Climbing gear	Maps	Stake chasers
Computer flash drives	Marking paint	Stake tack
Concrete	Materials testing (cylinders/aggregate)	Survey markers
Concrete coring	Meals	Syringes
Concrete testing/equipment	Medical monitoring	T posts
Concrete cylinder molds	Medical testing	Teflon bailers
Corner marker pipe	Meeting room rental	Telephone (employee reimb)
Data research/services/materials	Methanol	Temporary help agencies
Decontamination materials	Micron filters	Temporary housing/lodging
Depth-sounder meters	Models	Testing kits
Disposable bailers	Monuments	Tide gauges
Disposable cameras	Multi-spectral scanner	Toll fees
Disposable gloves	Mylar	Total station
Distilled water	Nail marker tabs	Traffic control/protection
Dividers and tab stock	Nails	Traffic counting equipment
Drill bits	Nuclear Density Meter	Traffic data fee
Drone	On-line access fees	Tubing
Dry-lock fast plugs	On-line survey research	Tyvek Suit
Duct tape	Oxygen meter	Ultrasonic/weld testing
Equipment rental	Paper towels	Utility exploration trenching
Fees/permits/licenses titles	Parking fees	Vapor sampling
Fence posts	Permit fees	Vellum
Field books	Pipe	Vials
Filler paper	Pipettes	Video recording equipment
Film/development/photos	Plan fees	Washers
Flagging tape	Plastic bags	Water filters
Flags	Plastic-coated line	Water/Sewer testing equip, sup
Flow & FLOW 3D testing equipment	Plats/recording fees	Water level recording devices
flow meters	Plots	Well materials
Gaskets	Polyethylene bailers	Well seals
Generator rental	Public info meetings/costs	Whiskers