

December 1, 2017

Dan Koski, PE, Director of Public Infrastructure  
City of Manitowoc  
900 Quay Street  
Manitowoc, WI 54220

Re: Engineering Services – Calumet Avenue Pavement Replacement

Dear Mr. Koski:

The City of Manitowoc works hard to keep its streets and infrastructure in good repair. Ayres Associates has been privileged to assist you in the past. We are committed to giving the City excellent value through competent, thorough, and timely design services.

Why Ayres Associates? We offer you:

- **Extensive Experience:** Ayres is dedicated to serving municipal clients such as the City of Manitowoc – in fact, we regularly provide municipal engineering services in nearly 60 communities in Wisconsin. We view ourselves as part of your team, working hand in hand with City staff and elected officials to make creative, fiscally sound decisions.
- **Local Knowledge:** The team we have assembled for your project has worked together on many similar projects, including Waldo Boulevard through your community. Project manager Craig Schuh has a good understanding of Manitowoc's needs and project preferences. You don't need to draw us a map – we know our way around Manitowoc!
- **Fair Value:** This goes beyond fair market pricing for services and timely billing; it also means adopting policies and procedures that are responsive, client-friendly, and adaptable and providing qualified, experienced staff on your project. We know budgets are tight everywhere, and that means we do our best to give you a finished design that is accurate and constructible – one that saves you time, money, and headaches during construction and in the years beyond.

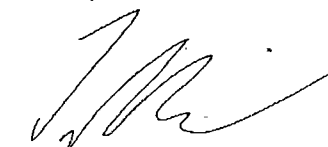
Thank you for this opportunity to present this proposal. We appreciate our past opportunities to serve the City of Manitowoc, and we look forward to working with you again as your engineer on this project. If you have any questions or need more information, please contact either of us.

Sincerely,

Ayres Associates Inc



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Project Manager  
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Manager – Transportation Services-East  
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## **Ayres Associates' Proposed Services**

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The following proposed services for pavement replacement along Calumet Ave is based on our understanding of the proposed project and our scoping meeting with the City of Manitowoc on November 9, 2017. Our proposal consists of the field survey, preliminary and final plans, specifications, and estimate. **We will provide design services that meet the desired schedule of the City of Manitowoc.**

Our services will include:

### **Field Survey**

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1. Ayres will provide topographic survey along Calumet Avenue, starting at the centerline of the IH 43 northbound ramp intersection to 500 feet east of the South Rapids Road intersection. The survey will extend 150 feet north and south along Rapids Road. Topographic survey will extend from ditch line to ditch line. Diggers Hotline will be used to have utilities located.
2. Storm manholes and inlets will be dipped, and manhole sheets prepared. One structure will be inventoried beyond project limits in match areas. No other manholes/structures will be dipped.
3. A right-of-way plat is not anticipated for this project. Therefore, section corners and property corners will not be surveyed. Existing right-of-way will be provided by the City.

### **Design Services**

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1. Hold a kickoff meeting with the City to start the project and to inform all parties of the design process and schedule.
2. Review past project plans and desired City design standards, including typical sections, storm sewer needs, intersection configuration, and pavement section design.
3. Begin coordination with utilities and the Wisconsin Department of Transportation.

4. Complete street and storm sewer layout and design. Plan design will include vertical and horizontal alignment, storm sewer design, and geometry for Rapids Road intersection.
5. Traffic signal design would include removal and replacement of existing traffic signal equipment. New traffic signal design with monotube arms would be an additional service. Temporary signal design would be coordinated with traffic staging plans.
6. Complete CADD drafting of a set of plan and profile sheets, storm sewer, and street grades. Cross sections will not be included in the plan.
7. Complete CADD drafting of cover page and associated details. Prepare permits for the Wisconsin Department of Natural Resources (WDNR) WRAPP and construction site erosion control. City will pay permit application fees directly. Coordination and communication with all existing utilities will be provided.

### **Bidding-Related Services and Administration**

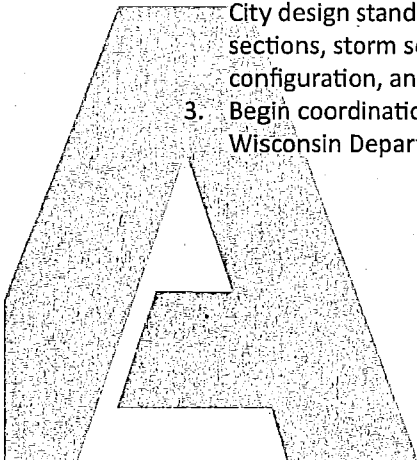
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1. Prepare bidding specification documents, including current City specifications.
2. City will advertise for bids and complete the bidding process.

### **Responsibility of Owner**

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1. Review of design plans (anticipated to be two times).
2. Process bid results and issue a notice of award.
3. Complete notice of award, reverification of bonding and insurance, notice to proceed, processing monthly payment requests and associated work change directives, and preparing of project punch list.
4. Pay permit application fees.
5. Provide construction observation and staking.



## **Additional Services**

Additional engineering services, which can be provided for agreed-upon fees, may be desired. Such services may include the following:

1. If a government corner needed to determine the existing right-of-way is not found, was destroyed, or was never set, establishing this corner will be considered an additional service. Similarly, any right-of-way platting or establishment work can be performed as an additional service.
2. Assisting with additional public information meetings.
3. Any soil borings deemed necessary for the project can be coordinated by Ayres staff,

with boring costs allocated to the City as an additional service cost.

4. Permanent traffic signal design with new traffic signal equipment (e.g., monotube arms.)
5. Inspection services for the project.

## **Cost Proposal**

Ayres Associates proposes the following fees for engineering services as outlined in our Proposed Services for the Calumet Avenue pavement replacement project for the City of Manitowoc:

<b>TASK</b>	<b>COST</b>
Street Design	\$49,650

