



# CITY OF MANITOWOC

WISCONSIN, USA

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## MEMO

**TO:** Common Council

**FROM:** Greg Minikel, PE, Engineering Division Manager *G.M.*

**DATE:** July 10, 2025

**RE:** E. Albert Drive – Johnston Dr. to Mirro Dr. - 3 Party Agreement for Design

Members of the Common Council:

The City and DOT approved a State/Municipal Agreement (SMA) for the reconstruction of E. Albert Drive from Johnston Drive to Mirro Drive. For your reference, please see the attached SMA from July 1, 2024.

The City also solicited proposals from 17 consultants from the City's Roster of Eligible Consultants list to design this project. The DOT requires a Quality Based Selection (QBS) process. JT Engineering was selected with the top proposal out of 8 consultants that submitted proposals. JT Engineering has submitted their design cost proposal to the City and DOT.

The total cost of the design is \$238,602. The City's share of the design costs are 20% or \$47,720. This is significantly less than the amount shown on the SMA.

The attached 3 Party Agreement (City/DOT/JT Engineering) needs to be signed by the City.

Therefore, we are recommending Council to approve and sign this 3-party agreement.