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May 20, 2026

Greg Minikel, P.E., Engineering Division Manager
C/o City of Manitowoc
900 Quay Street
Manitowoc, WI 54220
gminikel@manitowoc.org

Re: **Proposal to Provide Professional Real Estate Services for STH 42**
(Washington St. – 8th Street to S. 26th St. and Calumet Ave. – S. 26th St. to just east of S. 30th St.)
Wisconsin Department of Transportation (WisDOT) R/W Project Number 4100-42-22

Dear Greg Minikel,

Thank you for the opportunity to submit a proposal to provide real estate services in support of the City of Manitowoc's STH 42 Connecting Highway Project. MSA Professional Services, Inc. (MSA) is excited about the prospect of contributing to this effort. We understand that selecting the right team requires thoughtful consideration, and we believe we are uniquely positioned to successfully assist the City with this project.

The project delivery schedule aligns well with our current workload, as we recently completed several large acquisition projects, allowing us to dedicate the necessary resources and begin work promptly.

MSA has nine full-time real estate professionals, located in Appleton, Madison and Rhinelander, who are dedicated to Wisconsin right-of-way acquisition projects. Our team brings extensive experience and specializes in successfully delivering projects of all sizes and levels of complexity. Our focused expertise in Wisconsin right-of-way acquisition and relocation services provides the advantage of decades of experience and specialized knowledge.

OUR TEAM

Peter Miesbauer is MSA's Real Estate Team Leader and is the primary contact for contracting activities. He brings 28 years of experience providing real estate acquisition and relocation services to local public agencies.

Jessie Prien and Katherine Venske are our Real Estate Project Managers. Jessie, based in our Rhinelander office, and Katherine, located in our Madison office, bring over 30 years of combined right-of-way experience. They have successfully managed numerous large-scale right-of-way projects for local public agencies and WisDOT, giving them a strong understanding of the requirements needed to complete projects both efficiently and effectively.

Our real estate professionals include Jodie Buchinger (Appleton), Pam Heineck and Scott Frinak (Madison), and Heidi Krusensterna (Rhinelander). In addition to their strong negotiation skills, each brings a specialized skillset to our team.

Lastly, we have two dedicated real estate assistants, Tammy Loka (Rhinelander) and Alexis Walker (Madison) who provide essential administrative support to the entire team. Their contributions cannot be overstated, as they are responsible for the preparation of all documents and correspondence, as well as data entry and file organization.

For valuation services, we have partnered with Todd Wojciuk of Regional Appraisal LLC to complete the Sales Study and any required appraisals. Todd previously served as a Review Appraiser at WisDOT and brings extensive knowledge in State and Federal eminent domain valuation laws and requirements.

Together, we offer one of the most experienced and well-rounded right-of-way teams in the State of Wisconsin.

May 19, 2026

OUR APPROACH

We have assisted numerous local public agencies with completing their right-of-way acquisition projects. We are proud to say this is what we do!

All services provided will be in conformance with the associated regulations and policies for acquisitions under eminent domain authority. All work will be performed in accordance with generally accepted standards of the profession and requirements contained in the current WisDOT Real Estate Program Manual, Wisconsin Statute Chapter 32, and the Federal Uniform Relocation Assistance and Real Property Acquisition Act of 1970, as amended.

It is essential to develop a practical and achievable plan for success to deliver the required new right-of-way with efficiency and within the project schedule. Based on our review of the preliminary acquisition plat, we recommend utilizing WisDOT's Nominal Payment Parcel – Waiver of Appraisal process. This process can provide an efficient and cost-effective approach for timely project delivery.

- Nominal Payment Parcel – Waiver of Appraisal – This process provides an efficient method for acquiring low-cost, non-complex parcels. It allows negotiations to begin promptly without the need to complete individual appraisals for each parcel. However, all acquisitions must ultimately be finalized by mutual agreement; otherwise, an appraisal will be required.
- Real Estate Blitz Meeting – Following delivery of the Nominal Payment Parcel – Waiver of Appraisal offers; a Blitz Meeting can be held within the project or surrounding area. This meeting gives property owners the opportunity to meet one-on-one with project staff in a convenient, public setting to discuss any questions or concerns. Additionally, MSA's real estate staff serve as Notary Publics and can provide notary services during the meeting. The meeting offers an efficient means of obtaining signed documents from multiple parcels within a shortened timeframe.

MSA submits this proposal to the City of Manitowoc with the commitment that our staff and subconsultants will be available to complete this project within realistic timeframes as established by the City. Our team has the capacity and expertise to successfully deliver this project while providing a high level of service.

We value our continued professional relationship with the City of Manitowoc and look forward to the opportunity to contribute to the success of this important project. Should you have any questions or require additional information, please do not hesitate to contact us.

Sincerely,
MSA Professional Services, Inc.



Peter Miesbauer
Real Estate Team Leader
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Jessie Prien
Real Estate Project Manager
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Compensation for the work is as follows:

Payment for Real Estate Acquisition services will be based on a lump sum, per each fee, as identified below:

Item	Method of Payment	Estimated Number	Unit Cost	Cost
Consultants and Valuation services				
Project Sales Study	Each	1	\$12,500	\$12,500
Nominal Payment Parcel Report	Each	1	\$19,400	\$19,400
Subtotal				\$31,900
Parcel Acquisition Service				
Project / Parcel Preparation	Each	130	\$250	\$32,500
Parcel Negotiation	Each	130	\$975	\$126,750
Parcel Closing / Condemnation	Each	130	\$350	\$45,500
Close-out	Each	130	\$50	\$6,500
Subtotal				\$211,250
Management Services				
Project Management	Each	1	\$20,000	\$20,000
Grant Total				\$263,150

The number of affected parcels is approximate and may change upon the final plat. The invoicing and final costs will reflect the final number of parcels of each type.