



**Town of Greenville, Outagamie County, WI
NOTICE OF THE TOWN BOARD MEETING**

DATE: Monday, March 11, 2019
TIME: 6:00 p.m.
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

- 1. Call to Order/Roll Call**
- 2. Pledge of Allegiance**

PRESENTATIONS & PUBLIC FORUM:

- 3. Public Hearings: NONE**
- 4. Presentations: NONE**
- 5. Public Comment Forum:**

Members of the public are welcome to address the Town Board. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. The Town Board may suspend this rule if deemed necessary. Once the public input segment ends there will be no additional discussion from the audience.

Note regarding non-agenda Town related matters: Pursuant to WI Statutes 19.83(2) and 19.84(2), the public may present matters; however, they cannot be discussed or acted upon until specific notice of the subject matter of the proposed action can be given.

TOWN BOARD BUSINESS AGENDA:

Notice is hereby given that the Greenville Town Board may take action on any item listed within this agenda.

6. Consent Agenda

Items on the Consent Agenda are routine in nature and require one motion to approve all items listed. Prior to voting on the Consent Agenda, items on the Consent Agenda may be removed at the request of any Supervisor and considered immediately following the motion to approve the other items on the Consent Agenda.

- a. Approval of Meeting Minutes:**
 - i. Town Board Meeting Minutes, February 11, 2019
 - ii. Town Board Meeting Minutes, February 18, 2019
 - iii. Town Board Meeting Minutes, February 25, 2019
- b. Approval of March 2019 Town Vouchers.**
- c. Acceptance of Staff Reports:**
 - i. Sheriff Department Liaison Officer
 - ii. Fire Department/First Responders
 - iii. Parks and Recreation/Urban Forestry
 - iv. Constable Report
 - v. Public Works

- vi. Community and Economic Development
- vii. Town Administrator
- d. Acceptance of Committee Reports:
 - i. Fire Commission Meeting Minutes, February 5, 2019
 - ii. Incorporation Review Committee, February 18, 2019
 - iii. Land Stewardship/AEA Committee, January 14, 2019
- e. Operator's Licenses Recommended for Approval
- f. Conditional Use Permit – County Road CB Trail Project.
- g. Trash & Recycling Collection Contract for Town Parks.

7. Plan Commission Recommendations and Development Projects for Discussion & Possible Action:

- a. Consider/Discuss/Act on Resolution 12-19 for Greenville Auto CSM.

8. Unfinished Business for Discussion & Possible Action: NONE

9. New Business for Discussion & Possible Action:

- a. Operator's License Applications Recommended for Denial:
 - i. Whitney Wolfgram, E9109 Danke Drive, Fremont.
 - ii. Michelle Long, 2424 Southwood Drive, Appleton.
- b. Authorization to Proceed with Creating an Eligibility List for a Full-time Firefighter/First-Responder Position.
- c. Award of Contract to RC Excavating, Inc. for Julius Drive Reconstruction from Spring Road to School Road.
- d. Purchase of Additional Road Salt for Snow & Ice Control.
- e. Determine Scope of Work for Spring Road Reconstruction/Reclamation.
- f. Approval of Special Event Policy and Fees.

CLOSING:

10. Announcements & Future Meeting Dates

11. Adjournment

Wendy Helgeson, Town Clerk
Dated/Posted: March 7, 2019



**Town of Greenville, Outagamie County, WI
TOWN BOARD MEETING MINUTES**

DATE: Monday, February 11, 2019
TIME: 6:00 p.m.
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call

The meeting was called to order at 6:01 p.m.

PRESENT: Jack Anderson, Dean Culbertson, Andy Peters, Mike Woods

EXCUSED: Mark Strobel

2. Pledge of Allegiance

PRESENTATIONS & PUBLIC FORUM:

3. Public Hearings: NONE

4. Presentations: NONE

5. Public Comment Forum:

Members of the public are welcome to address the Town Board. Individuals wishing to speak on an item (whether on the agenda or not) must sign in prior to the start of the meeting and may speak during the Public Comment Forum segment of the meeting. This segment is placed early in the agenda so the public may make their comments prior to any discussion or action by the Town Board. Individual comments are limited to no more than three minutes each. The Public Input section is limited to a total of 15 minutes. Once the public input segment ends there will be no additional discussion from the audience. The Town Board may suspend this rule if deemed necessary.

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Shannon Loewenhagen, N2299 Cornhusk Drive; concerns with the Town's snow removal policy.

Motion by Jack Anderson, second by Andy Peters to close the public comment forum. Motion carried 4-0.

TOWN BOARD BUSINESS AGENDA:

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6. Consent Agenda

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a. Approval of Meeting Minutes:

- i. Town Board Closed Session Meeting Minutes, January 14, 2019
 - ii. Town Board Meeting Minutes, January 14, 2019
 - iii. Town Board Meeting Minutes, January 28, 2019
- b. Approval of February 2019 Town Vouchers.
- c. Acceptance of Staff Reports:
 - i. Sheriff Department Liaison Officer
 - ii. Fire Department/First Responders
 - iii. Parks and Recreation/Urban Forestry
 - iv. Constable Report
 - v. Public Works
 - vi. Community and Economic Development
 - vii. Town Administrator
- d. Acceptance of Committee Reports: NONE
- e. Operator's Licenses Recommended for Approval
- f. Request for Change of Agent to Christopher Roberts, for JBEM LLC, N1788 Lily of the Valley Drive, Suite 3.
- g. Authorization to Proceed with Recruitment/Hiring of vacant Parks and Forestry Laborer position.
- h. Resolution #15-19 Requesting the Outagamie County Board to Lower Speed Limits on Portions of County Highway CA and GV to 45 Miles Per Hour.

Motion by Dean Culbertson, second by Andy Peters to approve the consent agenda. Motion carried 4-0.

7. Plan Commission Recommendations and Development Projects for Discussion & Possible Action:

- a. Resolution #09-19 Amending Developer Agreements for Jennerjohn Field of Dreams. Motion by Jack Anderson to approve Resolution #09-19 as amended; this is the best and final offer until everything within the document is executed and signed by both parties, second by Dean Culbertson. Motion carried 4-0.
- b. Resolution #10-19 Amending Developer Agreements for Jennerjohn Field of Dreams. Motion by Andy Peters, second by Mike Woods to approve Resolution #10-19. Motion carried 4-0.

8. Unfinished Business for Discussion & Possible Action:

9. New Business for Discussion & Possible Action:

- a. Operator's License Application of Trinity Hoffman, N1381 Greenwood Road, Greenville. Motion by Dean Culbertson, second by Jack Anderson to deny the Operator's License Application. Motion carried 4-0.
- b. Alleged Claim for Excessive Assessment of Jared Van Lanen. Jared Van Lanen; the previous claim submitted did not state that he did not receive notice of the change in assessment. Motion by Jack Anderson, second by Andy Peters to approve Resolution #13-19. Motion carried 4-0.
- c. Alleged Claim for Excessive Assessment of Kory and Samantha Coonen.

Motion by Jack Anderson, second by Dean Culbertson to approve Resolution #14-19. Motion carried 4-0.

d. Purchase of a Single Axle Dump Truck.

Motion by Dean Culbertson, second by Jack Anderson to purchase a single axle dump truck from Quality Truck for \$220,588. Motion carried 4-0.

e. Landscaping Requirements, Town of Greenville Zoning Code 320-62.

Town Administrator, Joel Gregozeski, reviewed the ordinance as it relates to development. The governing bodies are frequently requested to provide relief from the planting requirements; examples of businesses were given. A rough draft of a proposed ordinance was presented and staff is looking for direction to pursue changes to the ordinance.

CLOSING:

10. Announcements & Future Meeting Dates

2/18 - Incorporation Review and Special Town Board Meeting to talk with potential user groups of the Sports Complex

2/20 - Facility Committee

2/25 – Comprehensive Plan Committee, Planning Commission and Town Board

2/26 - Park Commission

11. Adjournment

Motion by Jack Anderson, second by Andy Peters to adjourn. Motion carried 4-0. Meeting adjourned at 6:48 p.m.

Wendy Helgeson, Town Clerk

Approved:



**Town of Greenville, Outagamie County, WI
TOWN BOARD MEETING MINUTES**

DATE: Monday, February 18, 2019
TIME: 6:00 p.m.
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call

The meeting was called to order at 6:01 p.m.

PRESENT: Jack Anderson, Mark Strobel, Andy Peters

EXCUSED: Mike Woods, Dean Culbertson

NEW BUSINESS:

1. Greenville Sports Complex Master Plan & Development.

Town Administrator Gregozeski provided a presentation and facilitated discussion on the following topics related to the Greenville Sports Complex:

- a. Review of Master Plan Concept.
- b. Estimate of Probable Costs.
- c. Phasing of Development.
- d. Discussion on the Responsibility of Financing/Funding Development.
- e. Discussion on the Responsibility of Operations & Maintenance.
 - i. Next Steps in the Process including Citizen Input & Feedback.

Chairperson Anderson suggested the user groups meet with their Boards and develop a written narrative for how or if they will participate in the development of a sports complex. Once the narratives have been provided, the Town Board will review and facilitate another round of discussions.

ADJOURNMENT:

Motion by Strobel/Peters to adjourn. Motion carried 4-0. Meeting adjourned at 7:08 p.m.

*Respectfully Submitted,
Joel Gregozeski, Recording Secretary*



**Town of Greenville, Outagamie County, WI
TOWN BOARD MEETING MINUTES**

DATE: Monday, February 25, 2019
TIME: Immediately Following Planning Commission
LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

OPENING:

1. Call to Order/Roll Call

The meeting was called to order at 6:27 p.m.

PRESENT: Jack Anderson, Andy Peters, Mike Woods, Mark Strobel

EXCUSED: Dean Culbertson

2. Pledge of Allegiance

PRESENTATIONS & PUBLIC FORUM:

3. Public Hearings: NONE

4. Presentations: NONE

5. Public Comment Forum:

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David Winkel, 411 S. Commercial Street, Neenah; requesting the Town reconsider a Developer's Agreement that was acted on at the previous Town Board Meeting in regards to Jennerjohn Field of Dreams. He requested the Town reconsider amending the agreement requesting additional costs associated with engineering a regional stormwater pond.

Motion by Jack Anderson, second by Mark Strobel to close the public comment forum. Motion carried 4-0.

TOWN BOARD BUSINESS AGENDA:

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6. Consent Agenda

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- a. Mobile Home Park Annual License application of Country Crossing.
- b. Purchase of V-Plow for new 1-ton pick-up truck for Public Works Department.

- c. Purchase of Toro Groundmaster wing mower for Parks Department.
- d. Adopt Social Media Use Policy & license of Archive Social software for social media record archiving.
 Motion by Mark Strobel, second by Jack Anderson to approve the consent agenda, with Item 6c removed. Motion carried 4-0.
 Item 6c – Mark Strobel feels the cost is high and asked Parks and Recreation Director Nowak for clarification on why they chose this particular mower and vendor. Motion by Mike Woods, second by Jack Anderson to approve Item 6c. Motion carried 4-0.

7. Plan Commission Recommendations and Development Projects for Discussion & Possible Action:

- a. Consider/Discuss/Act on Greenville Auto parcel 110014211 Resolution 11-19 Rezoning from Two Family to General Commercial.
 Motion by Jack Anderson, second by Mark Strobel to approve Resolution 11-19. Motion carried 4-0.
- b. Consider/Discuss/Act on Resolution 24-19 CSM on Manley Rd parcel 110021400.
 Motion by Mike Woods, second by Jack Anderson to approve Resolution 24-19. Motion carried 3-1/Abstain – Strobel.
- c. Consider/Discuss/Act on Resolution 25-19 Special Exception Spaulding Trailer/Shed Sales and Contractor’s yard parcels 110029205 & 110029204.
 Motion by Andy Peters, second by Jack Anderson to approve Resolution #25-19. Motion carried 4-0.
- d. Consider/Discuss/Act on Greenville Fire Station Resolution 17-19 Special Exception for a Fire Safety Building and Planned Unit Development (PUD).
 Motion by Jack Anderson, second by Mark Strobel to approve Resolution #17-19. Motion carried 4-0.
- e. Consider/Discuss/Act on Resolution 26-19 waiving construction of a portion of bike path on Outlot 1 of Towering Pines West.
 Motion by Jack Anderson, second by Andy Peters to approve Resolution #26-19. Motion carried 4-0.
- f. Consider/Discuss/Act on Special Exception for a Planned Unit Development (PUD) for All World Ford Landscaping, parcel 110019701
 Motion by Mike Woods, second by Jack Anderson to approve the Special Exception for PUD for All World Ford with the recommendations from the Planning Commission. Motion carried 4-0.

8. Unfinished Business for Discussion & Possible Action: NONE

9. New Business for Discussion & Possible Action:

- a. Approval of the Submittal in Support of the Incorporation of the Village of Greenville, Wisconsin.
 Motion by Jack Anderson, second by Mark Strobel to approve the Submittal in Support of the Incorporation of the Village of Greenville, WI and submit the proper fee to the Incorporation Review Board. Roll call vote. Motion carried 4-0.

- b. Approval of design & technical specifications for the new Greenville Fire & Safety Building and authorize bidding for construction.

Motion by Jack Anderson, second by Andy Peters to approve the final design and authorize the solicitation of bids for the purposes of constructing, equipping and furnishing a new Fire and Safety Building. Motion carried 4-0.

- c. Approval of a Resolution to borrow from the Trust Funds of the State of Wisconsin the sum of \$6.75 million for the purpose of financing a public safety building.

Motion by Mark Strobel, second by Mike Woods to approve the resolution to borrow from the Trust Fund Loans of the State of Wisconsin in the sum of six million seven hundred fifty thousand dollars for the purposes of financing a public safety building and for no other purpose;

“By the provisions of Sec. 24.66 of the Wisconsin Statutes, all municipalities may borrow money for such purposes in the manner prescribed, and,

By the provisions of Chapter 24 of the Wisconsin Statutes, the Board of Commissioners of Public Lands of Wisconsin is authorized to make loans from the State Trust Funds to municipalities for such purposes. (Municipality as defined by Sec. 24.60(2) of the Wisconsin Statutes means a town, village, city, county, public inland lake protection and rehabilitation district, town sanitary district created under Sec. 60. 71 or 60. 72, metropolitan sewerage district created under Sec. 200.05 or 200.23, joint sewerage system created under Sec. 281.43(4), school district or technical college district.)

THEREFORE, BE IT RESOLVED, that the Town of Greenville, in the County(ies) of Outagamie, Wisconsin, borrow from the Trust Funds of the State of Wisconsin the sum of Six Million Seven Hundred Fifty Thousand And 00/100 Dollars (\$6,750,000.00) for the purpose of financing Public Safety Building and for no other purpose.

The loan is to be payable within 2 years from the 15th day of March preceding the date the loan is made. The loan will be repaid in annual installments with interest at the rate of 4.25 percent per annum from the date of making the loan to the 15th day of March next and thereafter annually as provided by law.

RESOLVED FURTHER, that there shall be raised and there is levied upon all taxable property, within the Town of Greenville, in the County(ies) of Outagamie, Wisconsin, a direct annual tax for the purpose of paying interest and principal on the loan as they become due.

RESOLVED FURTHER, that no money obtained by the Town of Greenville by such loan from the state be applied or paid out for any purpose except financing Public Safety Building without the consent of the Board of Commissioners of Public Lands.

RESOLVED FURTHER, that in case the Board of Commissioners of Public Lands of Wisconsin agrees to make the loan, that the chairman and clerk of the Town of Greenville, in the County(ies) of Outagamie, Wisconsin, are authorized and empowered, in the name of the Town to execute and deliver to the Commission, certificates of indebtedness, in such form as required by the Commission, for any sum of money that may be loaned to the Town pursuant

to this resolution. The chairman and clerk of the Town will perform all necessary actions to fully carry out the provisions of Chapter 24 Wisconsin Statutes, and these resolutions.

RESOLVED FURTHER, that this preamble and these resolutions and the aye and no vote by which they were adopted, be recorded, and that the clerk of this Town forward this certified record, along with the application for the loan, to the Board of Commissioners of Public Lands of Wisconsin.”

Motion carried 4-0.

CLOSED SESSION:

10. Motion to go into closed session:

Motion by Jack Anderson, second by Mark Strobel to go into closed session at 6:52 p.m. Roll call vote. Motion carried unanimously.

- a. Pursuant to Wis. Stat. sec. 19.85(1)(e) to deliberate or negotiate the purchase of public property, investment of public funds, or conducting other specified public business when competitive or bargaining reasons require a closed session, more specifically for acquisition of property for public infrastructure in Tax Incremental Finance District #1.
- b. Pursuant to section 19.85(1)(c) of the Wisconsin State Statutes for discussion and possible action: Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Specifically vacancy coverage.

11. Reconvene to Open Session: Possible Town Board Action on Items Discussed in Closed Session.

Motion by Mark Strobel, second by Mike Woods to reconvene into open session. Roll call vote. Motion carried unanimously.

CLOSING:

12. Announcements & Future Meeting Dates

Town Administrator Joel Gregozeski updated the Town Board on upcoming meeting dates.

13. Adjournment

Motion by Mark Strobel, second by Mike Woods to adjourn. Motion carried 4-0. Meeting adjourned at 7:42 p.m.

Wendy Helgeson, Town Clerk
Approved

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
5 Alarm Fire & Safety Equipmen				
102	5 Alarm Fire & Safety Equipmen	184641-1	FD battery	15.00
Total 5 Alarm Fire & Safety Equipmen:				15.00
Accurate Appraisal LLC				
5640	Accurate Appraisal LLC	ACCAPP2019-	contract pymt 2019	25,770.00
Total Accurate Appraisal LLC:				25,770.00
Applied Maintenance Supplies & Solutions				
4346	Applied Maintenance Supplies &	97028770	shop supplies	882.31
4346	Applied Maintenance Supplies &	97028771	shop supplies	389.56
4346	Applied Maintenance Supplies &	97039383	electrical/air fittings	603.81
Total Applied Maintenance Supplies & Solutions:				1,875.68
ArchiveSocial				
5901	ArchiveSocial	6795	archive-economy package	2,388.00
Total ArchiveSocial:				2,388.00
Aring Equipment				
144	Aring Equipment	746711	solenoid	361.45
Total Aring Equipment:				361.45
Atlas Outfitters				
146	Atlas Outfitters	13630	fire dept ice picks	21.50
Total Atlas Outfitters:				21.50
AUTOMOTIVE SUPPLY				
147	AUTOMOTIVE SUPPLY	011733174	shop stock	35.90
147	AUTOMOTIVE SUPPLY	011733295	shop stock	35.90
147	AUTOMOTIVE SUPPLY	011733718	shop stock	112.50
147	AUTOMOTIVE SUPPLY	011733718	shop stock	43.92
147	AUTOMOTIVE SUPPLY	011736195	wash fluid	23.94
147	AUTOMOTIVE SUPPLY	011737392	shop stock/supplies	39.96
147	AUTOMOTIVE SUPPLY	000228666	credit for returns	35.90-
147	AUTOMOTIVE SUPPLY	011733086	shop stock	242.10
147	AUTOMOTIVE SUPPLY	011733718	shop stock	6.22
147	AUTOMOTIVE SUPPLY	011733794	alternator veh#01	139.88
147	AUTOMOTIVE SUPPLY	011735643	shop stock	130.24
147	AUTOMOTIVE SUPPLY	011737392	shop stock/supplies	41.56
147	AUTOMOTIVE SUPPLY	011737392	shop stock/supplies	119.80
147	AUTOMOTIVE SUPPLY	011736901	wash fluid	130.95
Total AUTOMOTIVE SUPPLY:				1,066.97
Bassett Mechanical				
155	Bassett Mechanical	6034827C	maintenance contract	492.60
155	Bassett Mechanical	6034827C	maintenance contract	164.20
155	Bassett Mechanical	6034827C	maintenance contract	328.40
Total Bassett Mechanical:				985.20

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Baycom, Inc.				
160	Baycom, Inc.	EQUIPINV_019	fd battery pak	341.00
Total Baycom, Inc.:				341.00
BMO Harris Bank N.A. - Payments				
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	17.53
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	185.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	164.74
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	130.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	493.88
5203	BMO Harris Bank N.A. - Payment	GSD STMT JA	acct# 5112 7700 0013 9065	168.95
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	156.44
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	13.40
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	3,808.22
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	100.67
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	835.49
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	70.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	2,015.91
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	129.99
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	62.30
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	149.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	59.57
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	117.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	165.11
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	181.53
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	1,624.85
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	381.75
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	832.22
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	52.45
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	160.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	62.05
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	20.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	45.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	910.00
5203	BMO Harris Bank N.A. - Payment	TOWN STMT J	acct# 5112 7700 0002 3400	240.88
Total BMO Harris Bank N.A. - Payments:				13,353.93
Buss ElectricInc.				
207	Buss ElectricInc.	9764	Jennerjohn sledding hill lights	7,832.00
207	Buss ElectricInc.	9764	Jennerjohn sledding hill lights	16,000.00
Total Buss ElectricInc.:				23,832.00
Camera Corner Connecting Point				
5907	Camera Corner Connecting Point	504609P-IN	av upgrades	21,545.55
Total Camera Corner Connecting Point:				21,545.55
Cash				
4065	Cash	PETTY CASH	reimb petty cash box	80.49
4065	Cash	PETTY CASH	reimb petty cash box	156.43
4065	Cash	PETTY CASH	reimb petty cash box	5.00
4065	Cash	PETTY CASH	reimb petty cash box	30.00

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Cash:				271.92
Cedar Corporation				
5707	Cedar Corporation	98694	plan reviews	627.50
5707	Cedar Corporation	98441	2019 paving	6,262.95
5707	Cedar Corporation	98441	2019 paving	1,000.00
5707	Cedar Corporation	98693	2019 paving	3,300.00
5707	Cedar Corporation	98693	2019 paving	3,823.06
5707	Cedar Corporation	98695	Sports Complex csm	1,000.00
Total Cedar Corporation:				16,013.51
Cenex Fleetcard				
229	Cenex Fleetcard	171853CL	acct# 3766763	429.95
229	Cenex Fleetcard	171853CL	acct# 3766763	126.44
229	Cenex Fleetcard	171853CL	acct# 3766763	9,050.72
229	Cenex Fleetcard	171853CL	acct# 3766763	47.73
229	Cenex Fleetcard	171853CL	acct# 3766763	35.29
Total Cenex Fleetcard:				9,690.13
Cintas Corporation #443				
5818	Cintas Corporation #443	443501380	black mats/uniforms	75.26
5818	Cintas Corporation #443	443501380	black mats/uniforms	55.98
5818	Cintas Corporation #443	443506451	black mats/uniforms	55.98
5818	Cintas Corporation #443	443501380	black mats/uniforms	6.87
5818	Cintas Corporation #443	443506451	black mats/uniforms	6.87
5818	Cintas Corporation #443	443501380	black mats/uniforms	10.51
5818	Cintas Corporation #443	443506451	black mats/uniforms	18.29
Total Cintas Corporation #443:				229.76
Cintas First Aid & Safety				
243	Cintas First Aid & Safety	5012936836	First aid / safety supplies	64.25
Total Cintas First Aid & Safety:				64.25
CliftonLarsonAllen LLP				
5906	CliftonLarsonAllen LLP	2024101	audit 2018	1,596.00
Total CliftonLarsonAllen LLP:				1,596.00
Community Insurance				
254	Community Insurance	AUDIT ADJUS	policy # CWCT45011-18	4,659.60
Total Community Insurance:				4,659.60
Complete Office				
204	Complete Office	50623	office supplies	11.72
Total Complete Office:				11.72
Contree Sprayer & Equipment Co LLC				
4302	Contree Sprayer & Equipment Co	55983	shop supplies -po#Chris	40.27
4302	Contree Sprayer & Equipment Co	55991	shop supplies po#605	19.69

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Contree Sprayer & Equipment Co LLC:				59.96
Conway Shield				
735	Conway Shield	0435051-IN	FD repanel shield	10.00
735	Conway Shield	0435052-IN	FD shield/flip	92.10
Total Conway Shield:				102.10
Dale Waala				
268	Dale Waala	MILEAGE REI	reimb mileage for seminar	81.20
Total Dale Waala:				81.20
Diversified Investigations, LLC				
305	Diversified Investigations, LLC	6024	background checks	60.00
Total Diversified Investigations, LLC:				60.00
ECS Midwest LLC				
5898	ECS Midwest LLC	712725	Fire Station project	10,980.00
Total ECS Midwest LLC:				10,980.00
Eis Implement				
5717	Eis Implement	153655	1 5/8" screw clevis pins	530.31
Total Eis Implement:				530.31
Ewald Automotive Group				
5903	Ewald Automotive Group	2019 F-350 SR	2019 Ford Super Duty F-350	31,141.00
Total Ewald Automotive Group:				31,141.00
FIRE APPARATUS & EQUIPMENT, IN				
350	FIRE APPARATUS & EQUIPMEN	19301	FD handwheel, tee handle	987.18
350	FIRE APPARATUS & EQUIPMEN	19248	FD Class A Foam	237.00
Total FIRE APPARATUS & EQUIPMENT, IN:				1,224.18
Fire Services Plus, LLC				
4066	Fire Services Plus, LLC	082812	10lb ABC extinguisher	70.00
Total Fire Services Plus, LLC:				70.00
Force America Distributing LLC				
5899	Force America Distributing LLC	IN001-1314588	PreCise ARC Kit	641.66
Total Force America Distributing LLC:				641.66
FVTC				
376	FVTC	PILT TY2018	PILT	48.46
376	FVTC	TPB000050520	fd cust#200022963	80.00
Total FVTC:				128.46

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Gold Cross Ambulance Service				
394	Gold Cross Ambulance Service	5325	Grnvl First Resp medical supply	273.60
Total Gold Cross Ambulance Service:				273.60
Greenville Sanitary District				
2021	Greenville Sanitary District	1052.00 FEB20	town hall bldg	36.22
2021	Greenville Sanitary District	1070.00 FEB20	safety bldg	45.34
2021	Greenville Sanitary District	1813.00 FEB20	public works bldg	68.64
2021	Greenville Sanitary District	1104.00 FEB20	comm park west bath	32.71
2021	Greenville Sanitary District	1105.00 FEB20	comm park east bath	26.14
2021	Greenville Sanitary District	1106.00 FEB20	comm park kitchen	26.14
2021	Greenville Sanitary District	1107.00 FEB20	jennerjohn park	17.05
2021	Greenville Sanitary District	3374.00 FEB20	comm park concessions	31.37
Total Greenville Sanitary District:				283.61
Harter's Fox Valley Disposal				
425	Harter's Fox Valley Disposal	0000240942	refuse cust# 008322	33.25
425	Harter's Fox Valley Disposal	0000240942	refuse cust# 008322	91.25
425	Harter's Fox Valley Disposal	0000240942	refuse cust# 008322	24,767.26
Total Harter's Fox Valley Disposal:				24,891.76
HORTONVILLE SCHOOLS				
436	HORTONVILLE SCHOOLS	PILT TY2018	PILT	378.05
Total HORTONVILLE SCHOOLS:				378.05
Interstate All Battery Center				
450	Interstate All Battery Center	20180365	battery unit#10	145.95
450	Interstate All Battery Center	20180366	core credit	18.00-
450	Interstate All Battery Center	214126	battery unit#50	115.95
Total Interstate All Battery Center:				243.90
Jacob Waldschmidt				
5107	Jacob Waldschmidt	EXP RPT FEB	reimb travel exp Esri Conf	265.67
5107	Jacob Waldschmidt	EXPENSE RPT	reimb travel expenses	12.00
Total Jacob Waldschmidt:				277.67
Jennifer Tovar				
493	Jennifer Tovar	EXPENSE RPT	reimb travel expenses	15.00
Total Jennifer Tovar:				15.00
John's Saw Service				
527	John's Saw Service	11826	chain saw	295.90
527	John's Saw Service	11893	parts for unit 101	277.88
Total John's Saw Service:				573.78
Kundinger Fluid Power				
570	Kundinger Fluid Power	50529127	hose assy wo#17910	167.16

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Kundinger Fluid Power:				167.16
LANGE ENTERPRISES				
581	LANGE ENTERPRISES	68210	road signs	532.47
581	LANGE ENTERPRISES	68341	address signs	284.71
Total LANGE ENTERPRISES:				817.18
League of Wisconsin Municipalities				
589	League of Wisconsin Municipalitie	79754	web ad	150.00
Total League of Wisconsin Municipalities:				150.00
ManagerPlus Solutions LLC				
4210	ManagerPlus Solutions LLC	920-757-72764	annual software agreement	4,368.00
Total ManagerPlus Solutions LLC:				4,368.00
Marco				
687	Marco	INV6106374	copy machine contract CN162353-01	97.08
687	Marco	INV6008902	fd copy machine	80.75
Total Marco:				177.83
Matheson Tri-Gas Inc				
5857	Matheson Tri-Gas Inc	19171691	shop welding supplies	46.78
5857	Matheson Tri-Gas Inc	51417896	shop supplies f/welding	1.26
Total Matheson Tri-Gas Inc:				48.04
Mc Mahon Associates, Inc.				
636	Mc Mahon Associates, Inc.	0800473	CTH CB Trail Connection	16,438.00
636	Mc Mahon Associates, Inc.	0800474	TID District - Design Dr	5,959.50
Total Mc Mahon Associates, Inc.:				22,397.50
Mcc, Inc				
637	Mcc, Inc	160412	clean chips 5/16"	598.78
Total Mcc, Inc:				598.78
Menards				
643	Menards	96777	cleaning supplies	2.50
643	Menards	97282	led lights town hall	24.99
643	Menards	96219	cleaning supplies	8.98
643	Menards	96938	fire dept tools/supplies	96.74
643	Menards	97809	led lights cold shed	99.96
643	Menards	96708	shop supplies - misc hardware	4.70
643	Menards	96219	cleaning supplies	16.93
643	Menards	96777	cleaning supplies	2.49
643	Menards	97381	cleaning supplies	2.79
643	Menards	97935	parks supplies	162.93
643	Menards	98049	parks supplies	12.73
643	Menards	98651	cleaning supplies	22.50

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total Menards:				458.24
Michael Brown				
5693	Michael Brown	MILEAGE REI	mileage reimb mtg	13.80
5693	Michael Brown	MILEAGE REI	mileage reimb mtg	18.68
5693	Michael Brown	MILEAGE REI	mileage reimb	18.33
5693	Michael Brown	MILEAGE REI	reimb mileage	29.41
Total Michael Brown:				80.22
Michael VandeHei				
4084	Michael VandeHei	7	cellular phone stipend	30.00
Total Michael VandeHei:				30.00
Minnesota Life Insurance Co				
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	8.83
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	8.83
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	8.12
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	26.07
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	28.08
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	28.08
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	11.20
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	11.20
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	69.83
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	69.83
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	12.14
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	12.14
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	9.96
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	9.96
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	12.18
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	12.18
663	Minnesota Life Insurance Co	APRIL 2019	policy # 002832L	75.72
663	Minnesota Life Insurance Co	MARCH 2019	policy # 002832L	75.72
Total Minnesota Life Insurance Co:				473.83
Modern Rentals Inc				
5108	Modern Rentals Inc	246827	valve 4-way unit#410	164.44
Total Modern Rentals Inc:				164.44
Monroe Truck Equipment				
670	Monroe Truck Equipment	803084	pusharm assy unit:5B	709.88
670	Monroe Truck Equipment	803588	parts wo#17909	203.72
Total Monroe Truck Equipment:				913.60
Morton Salt Inc				
5830	Morton Salt Inc	5401788261	bulk safe-t-salt	3,806.56
5830	Morton Salt Inc	5401791434	bulk safe-t salt	3,850.36
5830	Morton Salt Inc	5401793075	bulk safe-t-salt	3,820.76
Total Morton Salt Inc:				11,477.68

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Municipal Law & Litigation Group S.C.				
5905	Municipal Law & Litigation Group	12506	Wascher mediation -Atty Lehocky	2,057.50
Total Municipal Law & Litigation Group S.C.:				2,057.50
Networkfleet Inc				
5812	Networkfleet Inc	OSV00000168	monthly service -Feb	397.95
Total Networkfleet Inc:				397.95
Office Technology Group				
5238	Office Technology Group	223293	IT Service Contract	748.00
Total Office Technology Group:				748.00
Outagamie County Highway Dept.				
717	Outagamie County Highway Dept.	PERMIT APPL	permit appl fee CTH CB	65.00
Total Outagamie County Highway Dept.:				65.00
Outagamie County Treasurer				
718	Outagamie County Treasurer	110-065800	taxes p#110065800	2,894.81
718	Outagamie County Treasurer	PILT TY2018	pilt ty2018	225.78
718	Outagamie County Treasurer	119600	printing/mailling tax bills	2,403.23
718	Outagamie County Treasurer	1017404	general maintenance	10,528.86
718	Outagamie County Treasurer	1017385	winter maintenance	4,046.65
718	Outagamie County Treasurer	119580	addressing	15.00
718	Outagamie County Treasurer	1017403	cth ca - cth cb to casaloma	9,386.07
Total Outagamie County Treasurer:				29,500.40
Outagamie County Zoning				
720	Outagamie County Zoning	REZONE GRN	rezoning fee p#110014211	50.00
Total Outagamie County Zoning:				50.00
Pomp's Tire				
756	Pomp's Tire	320082217	veh#5 wo#17904	1,512.00
Total Pomp's Tire:				1,512.00
Proclean Janitorial Services,				
764	Proclean Janitorial Services,	STATEMENT F	Cleaning for Feb2019	370.92
764	Proclean Janitorial Services,	STATEMENT F	Cleaning for Feb2019	370.92
764	Proclean Janitorial Services,	STATEMENT F	Cleaning for Feb2019	370.92
Total Proclean Janitorial Services.:				1,112.76
Professional Service Industries Inc				
4695	Professional Service Industries In	00614024	Spring Rd / Design Dr	1,707.50
4695	Professional Service Industries In	00614024	Spring Rd / Design Dr	1,707.50
Total Professional Service Industries Inc:				3,415.00
Quality Truck Care Center				
773	Quality Truck Care Center	AP109695	veh parts wo#17911	16.91

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
	Total Quality Truck Care Center:			16.91
Rene' Frey				
795	Rene' Frey	MILEAGE REI	mileage	122.96
	Total Rene' Frey:			122.96
Road Equipment Parts Center				
812	Road Equipment Parts Center	691642	Logistic strap - unit#263	49.36
	Total Road Equipment Parts Center:			49.36
Robert J. Immel Exc.,Inc.				
821	Robert J. Immel Exc.,Inc.	17373	haul loader to shop	220.00
821	Robert J. Immel Exc.,Inc.	17215	jan2019 snowplowing	8,732.00
	Total Robert J. Immel Exc.,Inc.:			8,952.00
Service Motor Company				
901	Service Motor Company	P10125	supplies wo#17907	94.45
	Total Service Motor Company:			94.45
Sherwin Industries, Inc.				
915	Sherwin Industries, Inc.	SS078326	Cyclogen	105.00
	Total Sherwin Industries, Inc.:			105.00
Short Elliot Hendrickson Inc				
3009	Short Elliot Hendrickson Inc	364006	Julius Dr reconstruction	6,225.50
	Total Short Elliot Hendrickson Inc:			6,225.50
Signelements				
5897	Signelements	740055	FD Accountability tag	53.10
	Total Signelements:			53.10
Silton, Seifert, Carlson S.C.				
921	Silton, Seifert, Carlson S.C.	134207	municipal acct 24368-600M	5,992.00
	Total Silton, Seifert, Carlson S.C.:			5,992.00
Superior Chemical				
973	Superior Chemical	216603	FD supplies	84.29
	Total Superior Chemical:			84.29
Tapco				
986	Tapco	1629842	safepace	3,481.75
	Total Tapco:			3,481.75
The Meat Block				
4125	The Meat Block	2021185	snacks for meeting	114.67

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total The Meat Block:				114.67
ThedaCare At Work				
998	ThedaCare At Work	261987	DS CRL DOT / EBT Screen	107.00
Total ThedaCare At Work:				107.00
Tim Lambie				
1020	Tim Lambie	66	reimburse phone use	50.00
Total Tim Lambie:				50.00
Time Warner Cable				
1021	Time Warner Cable	708075801022	10404-708075801	143.50
1021	Time Warner Cable	708130301022	10404-708130301	18.14
1021	Time Warner Cable	715640501021	10404-715640501	21.53
1021	Time Warner Cable	708075801022	10404-708075801	47.86
1021	Time Warner Cable	708130301022	10404-708130301	6.05
1021	Time Warner Cable	715640501021	10404-715640501	7.18
1021	Time Warner Cable	601390401020	10404-601390401	12.94
1021	Time Warner Cable	708075801022	10404-708075801	95.71
1021	Time Warner Cable	708130301022	10404-708130301	12.08
1021	Time Warner Cable	715640501021	10404-715640501	14.34
Total Time Warner Cable:				379.33
Tony Nowak				
4235	Tony Nowak	EXPENSE RPT	expense report WAA Conf	103.31
Total Tony Nowak:				103.31
Toys for Trucks, Inc.				
1053	Toys for Trucks, Inc.	273256	strut rod wo#17920	18.00
Total Toys for Trucks, Inc.:				18.00
Truck Equipment, Inc.				
1074	Truck Equipment, Inc.	833623-00	snow/ice chains	184.50
Total Truck Equipment, Inc.:				184.50
U.S. AutoForce				
5182	U.S. AutoForce	3950094	wo#17912	779.64
Total U.S. AutoForce:				779.64
United Cooperative				
5312	United Cooperative	FIRE DEPT ST	fire dept acct#5248391	50.46
5312	United Cooperative	TOWN STMT J	acct# 5248390	34.99
5312	United Cooperative	TOWN STMT J	acct# 5248390	8.43
5312	United Cooperative	TOWN STMT J	acct# 5248390	24.99
5312	United Cooperative	TOWN STMT J	acct# 5248390	48.34
Total United Cooperative:				167.21

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Verizon Wireless				
1108	Verizon Wireless	9823320790	acct#685970983-00001	43.97
1108	Verizon Wireless	9823320791	acct#685970983-00002	95.65
1108	Verizon Wireless	9823320790	acct#685970983-00001	43.97
1108	Verizon Wireless	9823320791	acct#685970983-00002	19.15
1108	Verizon Wireless	9823320790	acct#685970983-00001	129.31
1108	Verizon Wireless	9823320791	acct#685970983-00002	138.62
1108	Verizon Wireless	9823320790	acct#685970983-00001	181.89
1108	Verizon Wireless	9823320791	acct#685970983-00002	57.45
1108	Verizon Wireless	9823320790	acct#685970983-00001	44.65
1108	Verizon Wireless	9823320791	acct#685970983-00002	38.30
1108	Verizon Wireless	9823320790	acct#685970983-00001	43.97
1108	Verizon Wireless	9823320791	acct#685970983-00002	19.15
Total Verizon Wireless:				856.08
WAEVT				
5904	WAEVT	2019 SPRING	registration -Ryan McClure	175.00
Total WAEVT:				175.00
WE Energies				
1135	WE Energies	6693586968 F	cogs6/prem acct#6693-586-968	758.25
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	1,422.38
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	1,240.82
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	1,608.90
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	310.99
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	108.00
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	442.14
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	406.99
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	141.66
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	108.57
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	145.05
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	139.31
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	248.04
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	139.81
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	306.72
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	85.98
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	127.87
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	212.23
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	171.27
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	121.29
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	236.18
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	89.49
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	161.08
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	107.39
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	4,196.24
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	114.31
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	168.78
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	124.21
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	141.57
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	343.20
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	385.11
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	192.00
1135	WE Energies	3871142632 F	grp bill# 3871-142-632	1,648.75
1135	WE Energies	7243716348 F	W6750 Rickey #7243-716-348	63.25
1135	WE Energies	STREET LTG	st ltg acct#1471-737-962	15.48

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Total WE Energies:				16,233.31
Wendel ADG LLC				
5814	Wendel ADG LLC	350796	Fire Station project	54,754.48
5814	Wendel ADG LLC	351012	Fire Station	75,200.00
Total Wendel ADG LLC:				129,954.48
Wendy Helgeson				
4734	Wendy Helgeson	MILEAGE REI	reimb mileage for WMCA mtg	44.08
Total Wendy Helgeson:				44.08
Wi Dept. of Revenue				
2050	Wi Dept. of Revenue	2018 MUNICIPAL	2018 muni fee mgf prop assessment	6,170.66
Total Wi Dept. of Revenue:				6,170.66
Winnebago County Treasurer				
1165	Winnebago County Treasurer	14104	maint fees	32.89
Total Winnebago County Treasurer:				32.89
Wisconsin Dept of Administration				
5902	Wisconsin Dept of Administration	INC SUBMISSI	Incorporation	25,000.00
Total Wisconsin Dept of Administration:				25,000.00
Wisconsin Media				
380	Wisconsin Media	0002141401	acct 15909 legal notices	383.15
380	Wisconsin Media	0002243096	acct 15233 legal notices	75.78
Total Wisconsin Media:				458.93
Wisconsin Towns Association				
1185	Wisconsin Towns Association	INVOICE 2/22/	position announcement	10.00
Total Wisconsin Towns Association:				10.00
YMCA of the Fox Cities				
1205	YMCA of the Fox Cities	CM10138	corp program memberships	19.00
1205	YMCA of the Fox Cities	CM10138	corp program memberships	19.00
1205	YMCA of the Fox Cities	CM10138	corp program memberships	323.00
1205	YMCA of the Fox Cities	CM10138	corp program memberships	76.00
1205	YMCA of the Fox Cities	CM10138	corp program memberships	19.00
1205	YMCA of the Fox Cities	CM10138	corp program memberships	38.00
1205	YMCA of the Fox Cities	CM10138	corp program memberships	29.42
Total YMCA of the Fox Cities:				523.42
Zarnoth Brush Works, Inc.				
1207	Zarnoth Brush Works, Inc.	0173731-IN	po#17168 wafer broom refill	1,245.00
Total Zarnoth Brush Works, Inc.:				1,245.00

Vendor	Vendor Name	Invoice Number	Description	Net Invoice Amount
Grand Totals:				<u>485,015.35</u>



OUTAGAMIE COUNTY SHERIFFS OFFICE

Total CAD Calls Received, by Nature of Call

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
	1	0.20
911 Hangup	33	6.73
Vehicle Accident	35	7.14
Accident with Injury	1	0.20
Accident in a Parking Lot	2	0.41
Accident with Scene Safety	3	0.61
Law Alarms - Burglary Panic	16	3.27
Animal Call	4	0.82
Assist Citizen or Agency	7	1.43
Breathing Problem D-David	1	0.20
Business Check	36	7.35
Chest Complaint D-David	1	0.20
Civil Process	2	0.41
Carbon Monoxide Alarm	1	0.20
Crime Prevention	137	27.96
Diabetic Issue C-Charles	1	0.20
Disturbance	5	1.02
Domestic Disturbance	1	0.20
Falls A-Adam Response	1	0.20
Falls B-Boy Response	1	0.20
Falls D-David Response	2	0.41
Structure Fire Smoke or Flame	1	0.20
Fire Vehicle Small	1	0.20
Fraud Complaint	3	0.61
Jail GPS Checks	11	2.24
Harassment	1	0.20
Hazard in Roadway	1	0.20
Juvenile Complaint	1	0.20
Vehicle Lockout	2	0.41
MABAS Incident	1	0.20
Miscellaneous Incident	1	0.20
Missing Person	1	0.20
Motorist Assist	22	4.49
Overdose C-Charles	1	0.20
Ordinance Violation	10	2.04
Parking Enforcement	3	0.61
Reckless Driving Complaint	17	3.47
Medical Pre-Alert	5	1.02
Runaway Juvenile	1	0.20
Seizure C-Charles Response	1	0.20
Seizure D-David Response	2	0.41
Sick C-Charles	3	0.61
Sick D-David	1	0.20

<u>Nature of Call</u>	<u>Total Calls Received</u>	<u>% of Total</u>
Snowmobile Stop	1	0.20
Suspicious Incident	6	1.22
Suspicious Person	1	0.20
Suspicious Vehicle	3	0.61
Theft Complaint	5	1.02
Traffic Enforcement	46	9.39
Traffic Stop	33	6.73
Transport Accident D-David	1	0.20
Trespassing	2	0.41
Unconscious D-David	2	0.41
Violation of Court Order	1	0.20
Welfare Check	8	1.63

Total reported: 490

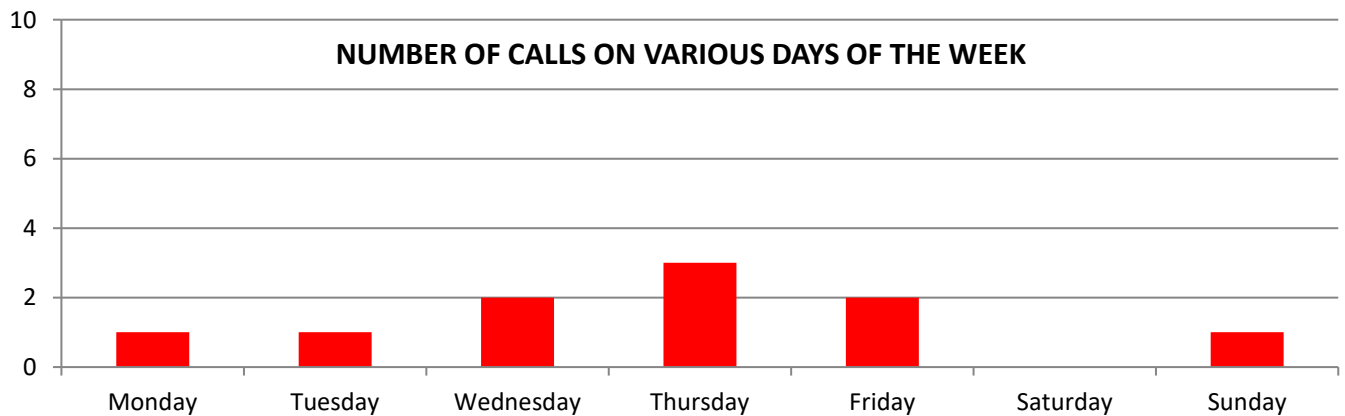
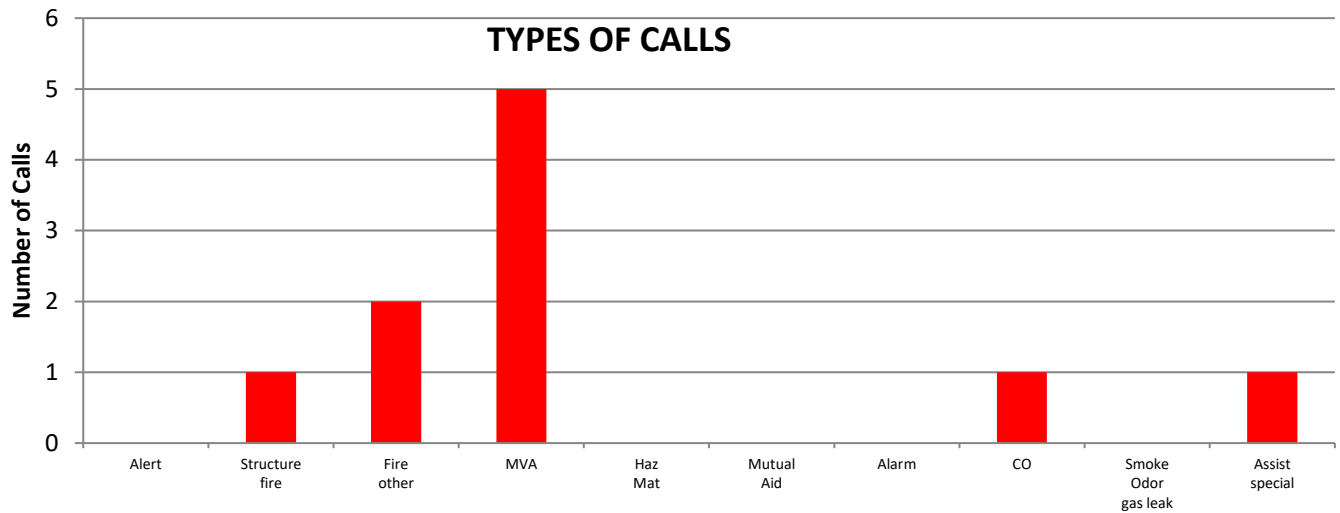
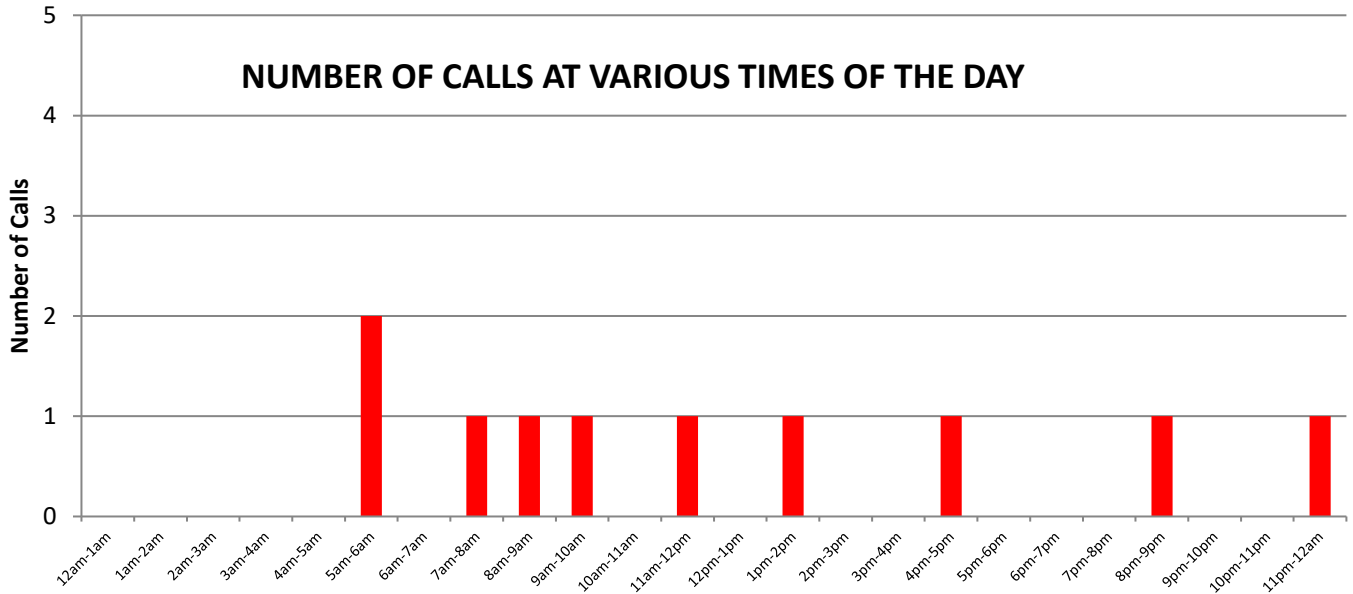
Report Includes:

All dates between `00:00:01 02/01/19` and `23:59:59 02/28/19`, All nature of incidents, All cities matching `GVT`, All types, All priorities, All agencies



Greenville Fire Department February 2019 Calls For Service Report

Total February fire runs: 10
 Total fire runs through February: 28
 Total runs last year at this same time: 30
 Average number of fire fighters per call: 16



Greenville Fire Department

Business Meeting Minutes

February 25, 2019

1. Chief Lambie made at motion at 18:57 to call the meeting to order. FF Hasseler seconded the motion and passed by unanimous consent.
2. Pledge of Allegiance was recited.
3. Roll Call was taken.
4. Secretary's report was read; FF Thelen Jr. made a motion to accept the Secretary's report for January 2019, seconded by CPT Krause and passed by unanimous consent.
5. Treasurer Report:
 - a. January
 - i. Checking: \$28,151.26
 - ii. Fundraising : \$63,922.99
 - iii. Restoration : \$38,137.40

Motion to accept the January treasurer's report by FF Mallmann, seconded by FF Elandt and passed by unanimous consent.

6. Officer's Reports
 - a. Training
 - i. Capt Lambie-reported that after recent audit it was recommended a change be implemented in documenting training. Each firefighter will be required to sign their name on the sheet next to their badge number after training is completed. Responsibility to sign the sheet is with each individual.
 - ii. Town of Clayton Fire is conducting a house burn on March 9th. A sign-up sheet was passed around for those interested. Additional details can be obtained from CPT Lambie.
 - b. CPT Lambie reported that if your hood is old or smells like smoke it should be replaced or washed, respectively. A sheet will be posted on the bulletin board to track exposure for each FF's hood. After 3 exposures and subsequent washings the hood should be replaced. Once the hood has reached the maximum exposure, see him for a replacement.
 - c. D/C Vande Hei reminded drivers need to stay with the truck at all times while on scene in case the truck needs to be moved for additional resources arriving on scene or other issues as they arise.
 - d. LT Schlechta brought up the issue of whether or not the department planned to respond to calls to clear snow off barn roofs or other structures due to liability concerns. General discussion followed. CPT Lambie to inquire with the Town attorney about this and report back to the department.
 - e. LT Weihing reported that he recently visited Rick Fischer (retired FF) who is battling cancer. He said Rick is in good spirits and welcomes anyone to stop by his house to see him if they are in the area.
 - f. CPT Krause reported that a MABAS meeting is scheduled for February 28th. Box cards will be updated after the meeting.

7. Old Business

- a. LT Ziegert reported that tickets for the Sportsman's raffle will be ready by Friday, March 1st. Each FF will be given 15 tickets to sell in a 2 month period. Last day to hand in tickets and money will be May 3rd; drawing to be held May 9th at the Stone Yard. Tickets and money can be placed in the drop box outside Chief's office.
- b. CPT Lambie reported that the TICs are back on the appropriate trucks now and that the battery for the jaws that was out for warranty is now back on 5321. Also reminded everyone that if the SCBA tank appears to be frozen into the pack, make sure everything is bled off and the tank strap is released.

8. New Business

- a. CPT Immel reported that he was selling raffle tickets for the Ellington Fire Bean Bag tournament at the Stone Yard on March 9th.
- b. FF Bellile indicated that during truck checks some of the SCBA packs were leaking air at the relief valves when the tanks were turned on. General discussion ensued with this being normal (when the tanks are full) as the tank pressures fluctuate with temperature differences.
- c. D/C Vande Hei advised the pump on the UTV was removed and set alongside the unit between the bays. The pump should remain off the unit in the winter weather as the tank is dry on the UTV.
- d. CPT Lambie reported that he was invited to the first meeting for the Celebration of Life Committee on behalf of Chip Garrow. A benefit will be scheduled for a date in June with the money possibly going to a scholarship available for high school students. More to follow in the coming weeks.
- e. CPT Lambie asked that everyone check the gear racks; especially the top shelf and either turn in or stow extra gear that is lying on the shelf. Also reminded everyone to label their equipment with their badge number so that if it is found lying around it can be returned to your spot on the racks.
- f. CPT Lambie advised that Griffin Lathrop has decided not to continue his pursuit of membership on the department.
- g. CPT Lambie advised that FF Zak is no longer on probation; congratulations by the department followed.

9. Chief's Report

- a. Chief Lambie reported that he attended the Chief's meeting last Thursday (February 21st) in Black Creek. SPS 330 Administrative Code (Fire Department Safety and Health Standards) was discussed. Takeaways from the discussion were that current officers on the department would be exempt or grandfathered from the minimum officer training requirements and that FF1 certification is not mandated prior to driver/operator certification.
- b. Reported that MABAS cards for the county wide RTF (Rescue Task Force) are being developed. This will primarily impact the first responders who will provide patient care with ballistics gear. More often than not this will be situations where there are 4 or more potential patients involved.
- c. Traffic control and shutting down roads was further discussed at a recent officer's meeting. Chief reported that it was decided to ultimately leave this up to the officers on scene/incident command.

- d. Chief lead an after action review of recent snowmobile accident call involving Theda Star. General discussion ensued with further reinforcement of the driver staying with their truck at all times.
 - e. Department audit was conducted by the WI Department of Safety on February 20th. Chief read a letter from the auditor that commended the department.
 - f. New building update-interior design and finishes have been completed and the entire project is going out for bids. Anticipate that groundbreaking will be sometime late March with an estimated 8 month project schedule. More information can be obtained on the town's website.
10. Call Report: 14 calls since the last meeting.
11. A motion was made by Chief Lambie to adjourn the meeting; CPT Krause seconded the motion and passed by unanimous consent. Meeting was adjourned at 20:07.

Respectfully submitted,
Firefighter Brian Salm, #53334

Greenville 1st Responders February 2019 Calls For Service Report

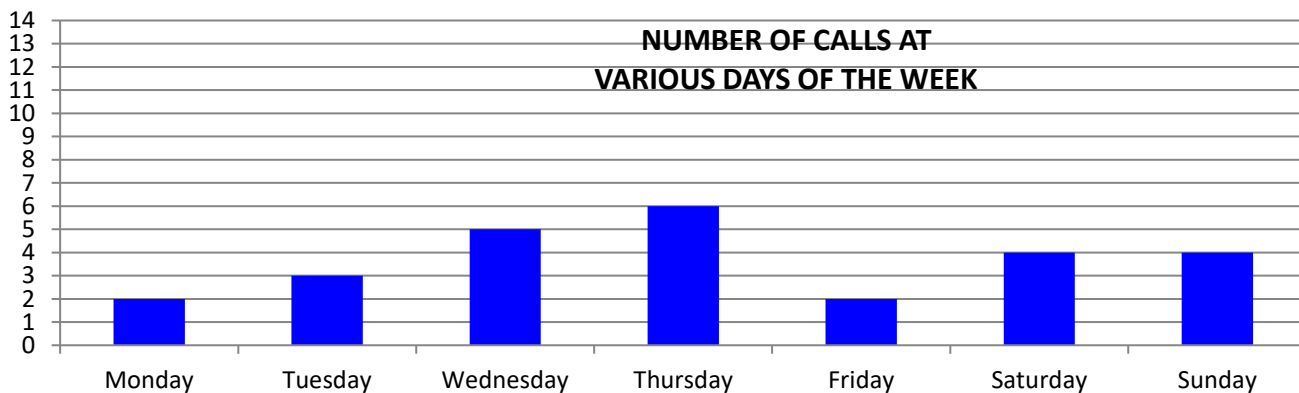
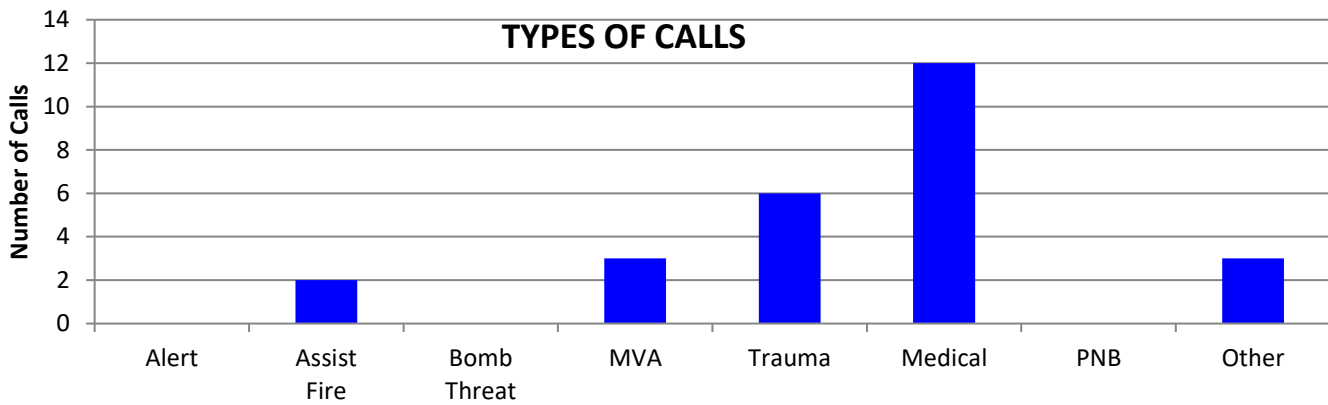
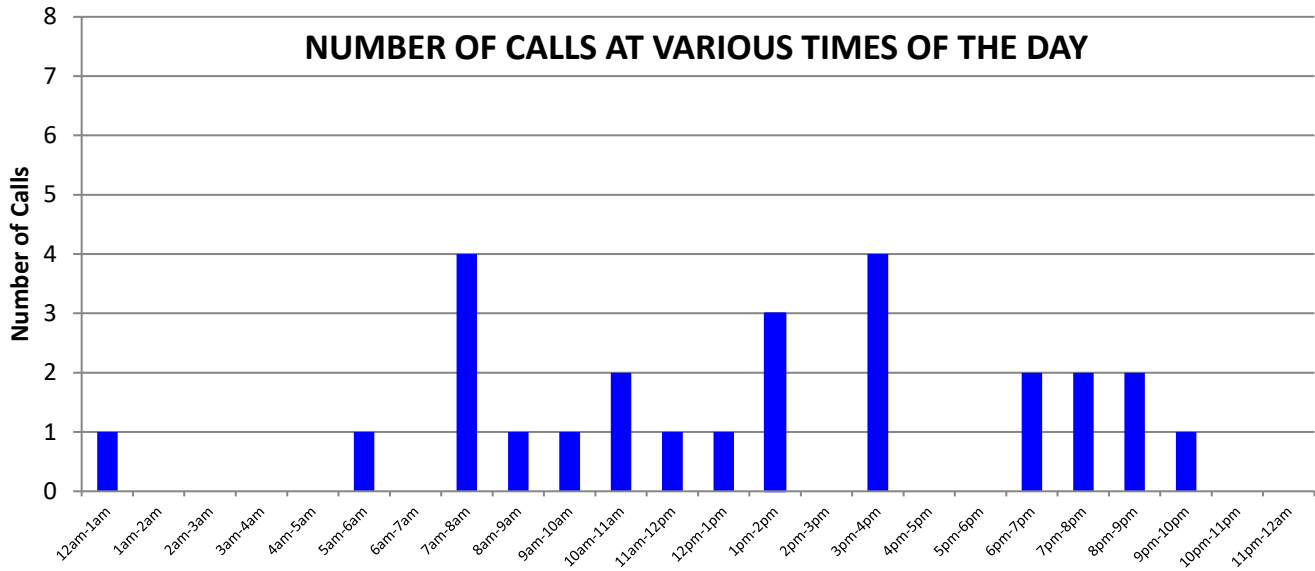


Total February 1st Responder runs: 26

Total 1st Responder runs through February: 63

Total runs last year at this same time: 56

Average number of 1st Responders per call: 5



Greenville First Responders
Monthly Meeting Notes

Date: 2/18/2019

Training Attendance: Robin K Mark E Rick R Kathy M Josh L Tim I Tom K ~~Jaimie C~~
Eric K Vicki P Scott R Ben R Jim Z ~~Jesse M~~ Mike H

Meeting Attendance: Robin K Mark E Rick R Kathy M Josh L Tim I Tom K ~~Jaimie C~~
Eric K Vicki P Scott R Ben R Jim Z ~~Jesse M~~ Mike H

Greenville Fire: NP

Training:

- Aspirin Administration

Meeting Called to Order @ 6:25

OCRAFR Report: Mike Hills Jr

OC Sherriff's Dept.: NP

Gold Cross Report: Katie

Secretary Report:

Kathy motioned to approve the secretary report as presented. Robin second. Motion passed with no opposition.

Treasurer's Report

Checking: \$2,900.35

Savings: \$19,370.82

Fundraising: \$19,724.51

Ben motioned to approve the treasurer report as presented. Tom second. Motion passed with no opposition

Old Business

New Station Update

- Tomorrow the committee meets with the architect
- Plans are 99% complete
- Then plans will go out to public bid in the next couple weeks

New Roof Lights

- Josh has the lights
- One was damaged so Josh is getting it replaced.

Greenville Life Safety Card (MABAS)

- Robin submitted our card
- Robin will get us all laminated copies once it's approved this month

RTF (Rescue Task Force)

- Matt has not talked to Scott yet

Gold Cross Direct Contact

- The group has been doing more of that
- Seems to be working well

New Business

Peds Pads

- Rick talked to John again today
- Pads are \$80-\$90 a set
- John mentioned you have to be careful not to place them where the general public can mix up the pads
- The group agreed that we shouldn't have them at any of the public places (parks, churches, etc)
- Tom made a motion to buy 3 sets of Peds pads. Tim second the motion. Motion passed with no opposition.
- The pads will be placed with Scott, Robin, and 5382.

Annual Report

- Mark asked if anyone had any ideas to add to the report
- Baby Aspirin and I-gel are new skills

SCBA Issues

- There was some bottle freezing at the commercial fire
- Josh called SCOTT
- Remember to relieve pressure before trying to disconnect
- Loosen strap on bottle to help
- Push in on bottle to help release bottle
- Fire also bought a hair drying in case of regulator freezing

Thank You

- Lindberg Family - Dan would like to bring pizzas for the group for helping out during that incident
- Glenn Kelly - Glenn was very thankful for our response

Calls

- 52 Calls

Training Next Month

- WARDS Review

Meeting Adjourned @ 7:01. Motioned by Vickie. Second by Rick.

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 6ciii
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Tony Nowak, Director of Parks, Recreation and Forestry
Date: March 6, 2019
RE: **Parks, Recreation and Forestry Department Report**

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Parks, Recreation and Forestry Department is provided to the Town Board as follows:

1. Attended weekly Department Manager meetings.
2. Attended the Town Board meeting regarding the Sports Complex.
3. Met with Cindy Reffke from Appleton Breakfast Rotary regarding our presentation for the Wisconsin Arborist Association Conference.
4. Met with Joel to discuss the Sports Complex.
5. Attended the NEWPRO meeting hosted by Marinette.
6. Met with Integrated Public Resources regarding the Sports Complex.
7. Attended the Wisconsin Arborist Association Conference in Green Bay. Presented a session with Cindy Reffke from Appleton Breakfast Rotary regarding the tree planting project we partnered on in 2018.
8. Attended the Safety Committee meeting.
9. Met with Joel and Ryan regarding the purchase of the Toro Groundsmaster mower.
10. Met with Michael to discuss revision of the landscape ordinance.
11. Prepared materials for and attended the Park Commission meeting.
12. Attended reasonable suspicion training.
13. Attended a branding meeting with the Fox Cities Convention and Visitor's Bureau.
14. Participated in the WPRA Park Section meeting online.
15. Attended the Wisconsin Urban Forestry Council meeting in Stevens Point.
16. Continued working on revising the Special Event Policy.
17. Street tree pruning will start soon as the weather allows. We are wrapping up year two of our tree pruning contract with Selner Tree Care.
18. The Arbor Day presentation at the Middle School has been confirmed. Seedlings for this presentation have been ordered.

19. The Community Park ice rink remains open. We have stopped maintaining the Jennerjohn Park rink.
20. The new lighting at Jennerjohn Park has been maintained as conditions warrant.
21. Ski trails have been open and maintained as conditions allow.

Project Updates:

1. **Community Park Bleachers** – On hold until spring. All bleachers have been installed. Concrete installed for Diamond A. Diamond D to be completed in spring. Diamonds B and C will remain on stone.
2. **Sports Complex Master Plan** – A meeting with Town Board and users groups was held on February 18th at 6:00 pm to discuss phasing and funding options for development of the Sports Complex. Staff, along with Rettler Corporation, presented and discussed phasing and funding options for the development of the property. User groups were asked to bring this information to their groups to have a discussion on the level of commitment they may have with the funding.

Joel and I met with representatives from Integrated Public Resources to discuss the possibility of a Public/Private Partnership with this project. They will be presenting some information to the Town Board to consider.

3. **Archery Range** – Some of the materials are being delivered to the site soon. Have reopened the conversation with the Civic Club regarding setting a date for the volunteer build. I reached out to Hortonville High School to see if they would be interested in assisting through their construction class. Unfortunately, they are not running the class this year so will not be able to assist.
4. **Pebble Ridge Park trail paving** – Trail paving will be completed in 2019 as part of a larger paving contract.
5. **Glen Valley Park** – New signs for Elder Brook Park have been received and will be installed in spring.
6. **Hoffman Property** – There is not a timeline for development of this property. As we update the Comprehensive Outdoor Recreation Plan later this year we will be better able to address a possible timeline. We have met with adjoining property owners regarding the property line issue but are still working on addressing it.

STAFF RECOMMENDATION: N/A

POLICY/PLAN REFERENCE(S): N/A

FISCAL IMPACT: N/A

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Attachments:

Constable Report
February 2019

Dog Calls

Total Calls = 87
Total Hours = 62.0

Stray/At Large/Missing	17 calls	9 hours
Barking	9 calls	3 hours
Welfare check (weather)	59 calls	47 hours
Family Education	2 calls	3 hours
Abuse/Cruelty/Neglect	0 calls	0 hours
Other	0 calls	0 hours

Cat Calls

Total Calls = 13
Total hours = 13.0

Stray/At Large/Missing	2 calls	1 hours
Abuse/Cruelty/Neglect	2 calls	2 hours
Welfare Check (weather)	9 calls	10 hours
Other	0 calls	0 hours

Other Domestic/Exotic/Farm Animals

Total Calls = 2
Total Hours = 3.0

Other

Total Calls = 8
Total Hours = 0 hours taken

Ordinance questions	0 calls
Wildlife	8 calls
Other	0 calls

Total calls for service:	110
Total Hours:	78.0

Respectfully submitted,
Vicki Prey - Greenville Constable

MEETING: Town Board
DATE: March 11 2019

AGENDA ITEM #: TB - 6v
ACTION TYPE: Discussion



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: 3/1/2019
RE: **Public Works Director Report**

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Public Work's Department will be provided to the Town Board. The report is seen below:

1. February 7, 2019: Met with the Facilities Lead and J.F. Ahern to review the HVAC in the Town buildings and to also discuss their level of service.
2. February 7, 2019: Met with Joel to discuss the budget for various different CIP projects. Majority of the discussion was about the dynamic message speed sign and the rectangular rapid flashing beacons at the intersection of Parkview and STH 76.
3. February 7, 2019: Met with the Utility Superintendent and Utility Operations Lead to discuss the replacement of Asset 1. The truck was originally planned to be replaced in kind but we discussed option and the pros and cons of a cargo van.
4. February 8, 2019: Reviewed the subdivision ordinance and provided comments to the Community and Economic Development Director.
5. February 11, 2019: Reviewed the Lift Station 2 Design Study and provided comments to the Town Engineer.
6. February 13, 2019: Reviewed the Updated Town Standard Specifications that the Town Engineer drafted and provided comments.
7. February 14, 2019: Met with Community and Economic Development Director, the Administrator, and the Treasurer to discuss the Inspection Costs related to the Town Engineering Technician inspecting developments. It was determined that hours would continue to be tracked for each development and the invoices would be send to the developer monthly by the Treasurer.
8. February 14, 2019: Met with the Town Engineer, Utility Superintendent, the Community and Economic Development Director, and the Administrator to discuss the revisions to the Town Standard Specifications.
9. February 14, 2019: Met with the Town Engineer and the Utility Superintendent the progress and the alternatives to the design for Lift Station 2.
10. February 15, 2019: Met with the Public Works Administrative Assistant to discuss her development and her professionalism in her role. She has proven to really stand out over the past couple months. She was thanked for all her hard work and dedication.

11. February 18, 2019: Met with the Public Works Operations Lead about the administration of the Call-in Pay. I wanted to make sure that it was clear between all staff and wanted to limit the use of Call-in Pay if possible.
12. February 18, 2019: Met with Fire Department, Utility Department, and the Public Works Crew to perform the annual inspection on safety harnesses and lanyards. All of the fire departments had to be removed from service because of age or physical damage. As well, there was Public Works harnesses that had to be removed from service because of age.
13. February 19, 2019: Had a conference call with the Town Engineer to discuss the design of Design Drive. After the comments are addressed this will take the design from 60% to 90%.
14. February 19, 2019: Reviewed the plans for the new Fire Station. Then attended the 95% review meeting and provided comments to the design firm.
15. February 21, 2019: Held the Julius Drive Bid opening. There was 6 prime contractors and the bidding was very competitive. The construction came in over \$100,000 under the engineers estimate.
16. February 26, 2019: Attended the Reasonable Suspicion Training at ThedaCare at Work. The training was very informational.
17. February 27, 2019: Attended the Wisconsin Department of Transportation Materials and Standard Specifications update with the Engineering Technician at NWTC. This training is very informational and was also worth 6 PDHs.
18. February 28, 2019: Met with the design of Julius Drive reconstruction to discuss the contract administration during the construction of the project. Both the Town and the designer was on the same page and they felt, as they should have enough money in the contract to perform the Administration.
19. February 28, 2019: Met with the Storm water Superintendent and the Town Engineer to review the 60% engineered plans for STH 15 dry basin and the Pro-build/ Country Meadows Storm water Management. Comments were provided and the designs will move onto 90% design stage.
20. February 29, 2019: Out of the Office for due to my son having surgery. Returned later in the day to draft and review reports.
21. March 5, 2019: Met with the Community and Economic Development Director and the GIS Coordinator to discuss the Official Town Map.
22. March 6, 2019: Attended the Wisconsin Department of Northeast Region Construction update training with the Engineering Technician at NWTC. This training is very informational and was also worth 6 PDHs. During this training, they discuss construction issues throughout the Northeast Region of the State and how they affected construction projects.
23. Director of Public Works: Worked with the Town Engineer to get the Roadway Projects into the Design Stage. Design Drive is at 99% design. Spring Road is at 60% design stage and is planned to be completed by the end of March.
24. Director of Public Works: Advertised and Reviewed Bids for the Julius Road Reconstruction Project.
25. Director of Public Works: Provided the Administrator with three quotes to repair the overhead doors on the Public Works Building. A contract was signed with Consolidated Construction Company. The repairs on the Public Works building was completed.
26. Public Works Crew: Performed culvert steaming and jetting for the culverts that iced up with the extreme cold temperatures and the warm temperatures.
27. Public Works Crew: Performed winter maintenance for numerous snow events and ice events.

28. Public Works Crew: Performed brush clearing in various locations within the Right of Way throughout Town.
29. Weekly: Review and comments on plans and plats that were being submitted to the Development Director and the Planning Commission
30. Weekly: Attended Department Head Meeting
31. Bi-Weekly: Held Department Meeting to provide updates and address concerns
32. Weekly: Held Scheduling Meeting with Streets Foreman, Utility Foreman, Utility Superintendent, and Storm Water Superintendent to prioritize projects and better utilize staff.

POLICY/PLAN REFERENCE(S):

- Town of Greenville Municipal Code: Chapter 37-8 B (4) Responsibilities to the Town Board

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 6cvi
ACTION TYPE: Routine Report



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Michael J. D. Brown, Community & Economic Development Director
Date: March 4, 2018
RE: **Community & Economic Development Director Report**

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Community & Economic Development Director's office will be provided to the Town Board. The report will include the following items:

Meetings:

1. Held weekly status meeting with CD Specialist on February 4, 2019
2. Conference call with East Central regarding the comprehensive plan on February 4, 2019
3. Attended Department Head meeting on February 4, 2019
4. Met with pharmacist interested in opening a HomeTown Pharmacy on February 4, 2019
5. Held Plan Review meeting on February 5, 2019
6. Held Design Dr. engineering design meeting on February 5, 2019
7. Attended the ATW grand opening on February 5, 2019
8. Conference call with WE Energies regarding site plan submittal on February 6, 2019
9. Held Development Review Team meeting on February 6, 2019
10. Met with Jim Fletcher regarding rezoning request for property north of fire station on February 6, 2019
11. Met with Steve Nagy on February 6, 2019
12. Held staff meeting on February 7, 2019
13. Held bike/ped internal staff meeting on February 7, 2019
14. Reviewed proposed landscape ordinance revisions on February 7, 2019
15. Attended incorporation meeting on February 7, 2019
16. Conference call with Civic Systems regarding new software on February 7, 2019
17. Met with Immanuel Lutheran regarding construction status on February 8, 2019
18. Conducted quarterly ride-a-long with Assistant Building Inspector on February 8, 2019
19. Held weekly status meeting with CD Specialist on February 11, 2019
20. Conference call with East Central regarding the comprehensive plan on February 11, 2019
21. Met with Dave Winkel regarding Jennerjohn Field of Dreams on February 11, 2019
22. Attended Town Board meeting on February 11, 2019
23. Attended Department Head staff meeting on February 12, 2019
24. Attended United Coop open house on February 12, 2019
25. Met with YMCA regarding expansion plans on February 13, 2019

26. Met with Town Attorney regarding TID on February 13, 2019
27. Held staff meeting on February 14, 2019
28. Held temporary sign enforcement meeting with building inspectors on February 14, 2019
29. Met with staff regarding developer invoices on February 14, 2019
30. Attended Fox Cities Economic Outlook meeting on February 14, 2019
31. Met with staff regarding Town Specifications and Standard Details on February 14, 2019
32. Met with PC member regarding comprehensive plan on February 14, 2019
33. Attended Department Head meeting on February 18, 2019
34. Met with 2 PC members on February 18, 2019
35. Attended Land Stewardship meeting on February 18, 2019
36. Attended Plan Review meeting on February 19, 2019
37. Met with PC member on February 19, 2019
38. Attended Business Intelligence Survey Findings meeting on February 20, 2019
39. Met with a PC member on February 20, 2019
40. Held staff meeting on February 21, 2019
41. Attended Fox West Chamber meeting on February 21, 2019
42. Met with a PC member on February 22, 2019
43. Attended Department Head meeting on February 25, 2019
44. Met with Gulf Stream regarding sign variance on February 25, 2019
45. Met with PC member on February 25, 2019
46. Held Comprehensive Plan meeting on February 25, 2019
47. Held Planning Commission meeting on February 25, 2019
48. Attended Town Board meeting on February 25, 2019
49. Attended Reasonable Suspicion Training on February 26, 2019
50. Attended Outagamie County Zoning Committee meeting on February 26, 2019
51. Met with Omni regarding new airport hangar on February 27, 2019
52. Met with Spring Road Conservation Subdivision project applicant on February 27, 2019
53. Held staff meeting on February 28, 2019
54. Attended conference call training regarding agriculture on February 28, 2019
55. Attended FCEDP on February 28, 2019
56. Conference call with Civic Systems regarding the permitting program on February 28, 2019

Office:

1. Conducted plan review and prepared staff reports for the following projects for Planning Commission and Town Board review and approval:
 - a. Site Plan and Special Exception for Greenville Fire Station
 - b. Jennerjohn Field of Dreams Development Agreement
 - c. Greenville Auto CSM
 - d. Spaulding Site Plan
 - e. Reiland CSM
2. Conducted plan review and prepared staff comments for the following applicants/projects:
 - a. Rezoning request from Gen Commercial to Multi-Family for parcel north of the proposed fire station
 - b. St. Mary's Cemetery Site Plan
 - c. Greenville Auto Site Plan
 - d. CSM on Hickory Meadows
 - e. Worked on Landscape Ordinance Update

3. Conducted potential development proposal follow ups
4. Continued with Subdivision Ordinance update
5. Continued with Comprehensive Plan and Bike/Ped Plan update
6. Continued with Incorporation Application
7. Continued with Town Spec and Design Standard update
8. Continued with Permitting Program Project

Projects

1. **Comprehensive Plan Update:** Held a discussion with the Planning Commissioners at individual meetings to get their insight into the goals and framing concepts for the comprehensive plan and then met with them as a group on February 25, 2019 to get consensus. East Central will now start developing the plan with adoption scheduled for July 2019.
2. **Tax Increment Finance District:** Staff continues to receive inquiries regarding properties in the TID.

STAFF RECOMMENDATION: N/A

POLICY/PLAN REFERENCE(S): N/A

FISCAL IMPACT: N/A

###

February, 2019

- 6 - Single Permits Current Month
- 0 - Duplex Permits Current Month
- 7 - Single Permits to Date
- 7 - Electrical Permits to Date
- 31 - Heating Permits to Date
- 8 - Plumbing Permits to Date

74 - Building & Misc. Permits to Date

February, 2018

- 2 - Single Permits Current Month
- 0 - Duplex Permits Current Month
- 4 - Single Permits to Date
- 12 - Electrical Permits to Date
- 32 - Heating Permits to Date
- 14 - Plumbing Permits to Date

104 - Building & Misc. Permits to Date

DATE	OWNER	CONTRACTOR	LOCATION	PROJECT	VALUE	PERMIT
2/5/2019	Matt & Michelle Greely	Ron Dercks Construction	N208 Hickory Meadows Lane	Addition & Remodel Kitchen	\$95,000.00	13-19
2/6/2019	Asian Restaurant	Consolidated Construction	N1788 Lily of the Valley Drive	Tenant Build-Out - Asian Re	\$115,000.00	14-19
2/12/2019	Resident	N.J. Schmidt Construction	W7103 Ridgeline Trail	Single Family	\$370,000.00	15-19
2/15/2019	James Becker	Self	W6718 School Road	Basement Remodel	\$14,000.00	16-19
2/15/2019	Resident	Cypress Homes	W6745 Design Drive	Single Family	\$250,000.00	17-19
2/15/2019	Spencer & Brenna Jack	Calmes & Rohm Construction	N1549 Julius Drive	Single Family	\$330,000.00	18-19
2/21/2019	Erick Martinez	Self	N2485 Chapel Hill Drive	Basement Remodel	\$6,000.00	19-19
2/22/2019	Donald Toyne	Self	N1041 Quarry View Drive	Basement Remodel	\$7,000.00	20-19
2/22/2019	Brian Clegg	Self	N1051 Quarry View Drive	Renewal of Basement Remo	\$0.00	21-19
2/26/2019	Shirley Feller	Self	W6146 Colonial Drive	Kitchen and Bath remodel	\$22,730.00	22-19
2/25/2019	Resident	Gryboski Builders	W6339 Lilac Lane	Single Family	\$453,633.00	23-19
2/26/2019	Guillermo Torres	Self	W6870 Greenville Drive	Living Room Addition	\$7,000.00	24-19
2/27/2019	Madiam Aerials	SAC Wireless	W6240 County Road BB	3 antenna/6 radios	\$30,000.00	25-19
2/27/2019	Resident	Cypress Homes	W6843 Design Drive	Single Family	\$250,000.00	26-19
2/27/2019	Airport Car Rental Facility	Immel Howard	W6395 Challenger Drive	Car rental lobby renovation	\$100,700.00	27-19
2/28/2019	Resident	N.J. Schmidt Construction	W7111 Ridgeline Trail	Single Family	\$390,000.00	28-19

Subdivision Status Report - February 2019

Subdivision Name and Phase/Unit	# Lots Approved	# Building Permits Issued	# of Lots Remaining	In Sanitary District (Yes/No)	Notes
Fox Highlands / Green Ridge Estates	79	10	69	Yes	
Savannah Heights Phase 3 - Prelim Plat	59	0	59	yes	Final Plat not recorded
Savannah Heights Phase 2 - Prelim Plat	11	0	11	yes	Final Plat not recorded
Savannah Heights Phase 1	48	12	36	Yes	
Sunset Hill Estates Condos - PUD	42	10	32	Yes	
Fox Highlands Lot 27 Condos	32	0	32	Yes	
Crestview South	24	0	24	Yes	
Waterlefe Estates 2nd Addition	33	12	21	Yes	
Jennerjohn Field of Dreams - Prelim Plat	56	0	56	yes	Final Plat not recorded
Summerbreeze Estates	60	53	7	Yes	
Towering Pines West	19	16	3	Yes	
Beacon Hills	119	112	7	Yes	
Greenville Crossing	7	2	5	Yes	
Hawks Landing	12	8	4	Yes	
The Farms at South Creek North	27	24	3	No	
Brook Farms	102	99	3	Yes	
Greenwood Meadows	20	17	3	Yes	
Amber Fields	138	136	2	Yes	
Green Ridge Terrace	100	98	2	Yes	
Total	2087	1694	393		

CSM Status Report - February 2019

Maximum of 10 lots can be created by CSM outside of the Sanitary District Area in a Calender Year per Section 270-76A	# of Lots Created 2019
110064703, N1549 Julius Dr.	1
Total	1

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 6vii
ACTION TYPE: Routine Report



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: March 6, 2019
RE: Town Administrator Report

ACTION TYPE: This item is for discussion only.

BACKGROUND & SUMMARY: A report related to the activities of the Town Administrator's office will be provided to the Town Board. The report will include the following:

Notable Meetings & Events:

1. February 4, 2019: Conducted Department manager weekly meeting.
2. February 4, 2019: Met w/ Architect, CM and Interior Designer to review final interior plans, mechanicals, plumbing and electrical plans for new Fire and Safety Building.
3. February 4, 2019: Met with UW-Oshkosh Master of Public Administration faculty to review records retention policy and procedures special project.
4. February 5, 2019: Met w/ Town Clerk to review deputy clerk job applicants and set upcoming interview schedule.
5. February 5, 2019: Met w/ CED Director to review TID #1 development progress.
6. February 6, 2019: Met w/ CED Department to review planning and development applications and cases.
7. February 7, 2019: Facilitated Incorporation Internal Preparatory Committee meeting.
8. February 7, 2019: Met w/ DPW Director to review 2019 capital improvement projects and plans.
9. February 8, 2019: Conducted interview for Deputy Clerk position.
10. February 11, 2019: Conducted interviews for Deputy Clerk position.
11. February 11, 2019: Met with administrative staff to discuss improvements to the Town's automated attendant system.
12. February 12, 2019: Attended Granicus Software training.
13. February 12, 2019: Conducted weekly Department manager meeting.
14. February 12, 2019: Attended ribbon cutting for new United Cooperative convenience store.
15. February 13, 2019: Met w/ Kelly Mischler to review Town website and possible updates to the webhost and CMS.

16. February 13, 2019: Met w/ Town Attorney to discuss development agreements for improvements within TID #1.
17. February 14, 2019: Met w/ DPW Director, CED Director, Town Treasurer to review inspection costs for new development and plats.
18. February 14, 2019: Met w/ Tony Nowak to review Sports Complex design and phasing plans.
19. February 14, 2019: Met w/ Town Engineer to review first draft of Town Standard Specifications and Designs.
20. February 18, 2019: Attended Granicus Software training.
21. February 18, 2019: Conducted weekly Department manager meeting.
22. February 18, 2019: Facilitated Incorporation Review Committee meeting.
23. February 18, 2019: Attended and participated in special Town Board meeting to review and discuss options for developing a sports complex in the Town of Greenville.
24. February 19, 2019: Attended final scope review meeting with architect and CM for new Fire and Safety Building.
25. February 19, 2019: Met w/ Ryan McClure and Tony Nowak to review bidding information for new wide area mower purchase.
26. February 19, 2019: Facilitated Safety Committee meeting.
27. February 19, 2019: Attended final interiors meeting for Fire and Safety Building.
28. February 19, 2019: Attended final scope and plan reviews for Fire and Safety Building.
29. February 20, 2019: Attended audit meeting with State DSPS for 2% dues.
30. February 21, 2019: Met with Camera Corner to review AV improvements to Town Board Community Room.
31. February 21, 2019: Met with Eric Fowle to discuss a new regional initiative to be launched later in 2019.
32. February 21, 2019: Met with McMahan and Integrated Public Resources to discuss Public Private Partnerships (P3) for the sports complex.
33. February 22, 2019: Attended Granicus Software training.
34. February 25, 2019: Conducted weekly Department manager meeting.
35. February 25, 2019: Attended Comprehensive Planning work session, Planning Commission and Town Board meetings.
36. February 27, 2019: Conducted phone conference with Bill Forrest to review final submittal in support of the incorporation of the Village of Greenville.
37. February 28, 2019: Attended the Wisconsin City/County Management Association Winter Conference in Sheboygan.

Action Item Updates: - See Attached Action Item Report.

Other Projects/Priorities:

1. Incorporation: Petition for Incorporation was circulated beginning on April 3, 2018. The petition was filed with 119 signatures on April 12, 2018. The Town filed the petition with the Outagamie County Circuit Court. The Circuit Court has determined the petition has met the

statutory requirements and has forwarded the petition the Department of Administration. Upon receipt the Town must pay \$25,000 and begin the application documents with the Assistance of Forrest and Associates. Timeline is tentatively as follows:

- a. *March 6, 2019 – Completion and submission of application materials for DOA review / \$25,000 fee paid.*
 - b. Up to 6 months – DOA reviews (1-3 public hearings scheduled)
 - c. 1-3 months – DOA Forwards to Circuit Court; if successful referendum is ordered by Court
 - d. 1-2 months – Referendum scheduled; if successful incorporation completed and recorded at State.
2. Fire & Safety Building – Tentative Schedule is as follows:
- a. November – December Final Design work to be completed.
 - i. February 26, 2019 – Bid documents were made public.
 - ii. March 15, 2019 – Bid deadline.
 - iii. March 25, 2019 – Town Board awards contracts for construction.
 - iv. March 26, 2019 – Notice to Proceed is submitted to contractors.
 - v. April 15-30, 2019 – Construction begins
 - vi. December 1, 2019 – Final Completion
 - vii. December 1 – 31st 2019 – Move in and occupancy.

POLICY/PLAN REFERENCE(S):

- Town of Greenville Municipal Code: Chapter §37-8 B (4) Responsibilities to the Town Board.

###

Directive #1: Improve & maintain public infrastructure.

The Town of Greenville will plan, provide and maintain functionally appropriate, sustainable, accessible and high quality infrastructure and facilities to serve the needs of its citizens, businesses and visitors.

Key Objective												
Improve & effectively maintain our roads, pedestrian, bike and transit infrastructure.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Update and adopt a revised Specifications Manual for road construction.	General Fund	DPW	Rickert	2019	3/31/2019	2		Town Engineer has drafted Town Specifications and sent them to the Town for review. Review took place the week of 2/11/19 and comments were sent to Engineer.	70%	\$ -	\$ -	\$ -
Reconstruct Julius Drive from Spring Road to School Road. Include on-road pedestrian and bicycle accommodations as part of the design.	Capital Projects Fund & Grant	DPW	Rickert	2019	7/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Bids were opened for the project on February 21, 2019 at 4:00 pm and award is planned to take place at the March 11, 2019 Town Board Meeting.	60%	\$ 1,156,404.00	\$ -	\$ (1,156,404.00)
Construct CTH CB Trail Extension from STH 96 to Levi Drive.	Capital Projects Fund & Grant	DPW	Rickert	2019	7/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Final Real Estate has been acquired for the trail. Discussions are taking place about the Town Utility relocations. Project Plans, Specifications and Estimates have been sent to the DOT for review.	40%	\$ 844,500.00	\$ -	\$ (844,500.00)
Install Rapid Flashing Beacons for Pedestrians at STH 76 & Parkview Drive.	Capital Projects Fund	DPW	Rickert	2019	8/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Researched different Rapid Flashing Beacons and contacted the DOT to see what permits/approvals need to be acquired before installing the devices. Topographic Survey will need to take place once the snow melts due to needing to add a pedestrian ramp.	5%	\$ 35,000.00	\$ -	\$ (35,000.00)
Reclaim and pave Spring Road from Manley to North Roads.	Capital Projects Fund	DPW	Rickert	2019	8/31/2019	3	See 5-Year Capital Improvement Plan for Details.	Geotechnical and topographic survey has been completed. Design is nearing 60% after direction from the Town Board the project will be able to progress to 90%.	40%	\$ 432,510.00	\$ -	\$ (432,510.00)
Reclaim and pave Design Drive from Tower View to Technical.	Capital Projects Fund	DPW	Rickert	2019	8/31/2019	3	See 5-Year Capital Improvement Plan for Details.	Geotechnical and topographic survey has been completed. Design is nearly ready to go out for bid, this project piggy backs the Spring Road project in regards to bidding.	50%	\$ 141,817.00	\$ -	\$ (141,817.00)
Develop and adopt a comprehensive pavement preservation program.	General Fund	DPW	Rickert	2019	10/31/2019	3		Met with Fahrner to become more familiar with the products they offer and the products that they have previously used throughout Town.	5%	\$ -	\$ -	\$ -
Install traffic calming measures at Glen Valley and Glennview Drives.	Capital Projects Fund	DPW	Rickert	2020	8/31/2020	3	See 5-Year Capital Improvement Plan for Details.	Dynamic message speed sign was approved by the Administrator and order was placed. Sign should be delivered by Tapco middle of March.	80%	\$ 60,000.00	\$ -	\$ (60,000.00)

Key Objective
 Improve & effectively maintain our water, sanitary and stormwater management services and infrastructure.

Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Design, bid and construct the Towering Pine Regional Pond prairie.	Stormwater Utility	DPW	Pagels	2019	7/31/2019	4	See 5-Year Capital Improvement Plan for Details.	Have tentative design based on soil types and sun exposure. Have preliminary cost estimates from 2 seed/plant vendors.	0%	\$ 40,000.00	\$ -	\$ (40,000.00)
Design, bid and construct the STH 15 flood control basin.	Stormwater Utility	DPW	Pagels	2019	9/30/2019	2	See 5-Year Capital Improvement Plan for Details.	Met with Cedar. Chose best option based on cost benefit. At 60% engineered level.	0%	\$ 138,400.00	\$ -	\$ (138,400.00)
Perform Community Park Drainage Improvements.	Stormwater Utility	DPW	Pagels	2019	10/31/2019	3	See 5-Year Capital Improvement Plan for Details.	Working on DNR (chapter 30) Dredging Permit Submittal	0%	\$ 30,000.00	\$ -	\$ (30,000.00)
Perform Everglade Swamp Dredging Phase 2.	Stormwater Utility	DPW	Pagels	2019	12/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Waiting for DNR confirmation of project.	0%	\$ 200,000.00	\$ -	\$ (200,000.00)

Key Objective
 Improve & effectively maintain our Town owned facilities.

Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Complete final improvements to archery range shooting tower and covered shooting lanes.	General Fund	PRF	Nowak	2019	4/30/2019	4	Materials funded by Town; Labor funded by Civic Club.	Concrete footings have been installed and materials ordered. Some materials to be delivered to the site in March. Have reopened conversation with the Civic Club regarding setting a date for the volunteer build. Construction will take place in spring but an exact date has not yet been set.	25%	\$ -		\$ -
Locate, purchase, develop and permit permanent yard waste compost facility.	Capital Projects Fund	DPW	Rickert	2019	12/31/2019	2	See 5-Year Capital Improvement Plan for Details.	Found a potential site and is currently getting appraised. Follow up with the property owner is scheduled to take place on 3/7/19.	5%	\$ 438,000.00		\$ (438,000.00)
Shop Fan & Electrical Upgrade for DPW Shop Building	Capital Projects Fund	DPW	Rickert	2019	12/31/2019	4	See 5-Year Capital Improvement Plan for Details.	This project will be assigned to the Facilities Maintenance Staff Member to obtain quotes. Two quotes have been received, final quote is to be received the week of 3/11/19.	10%	\$ 30,000.00		\$ (30,000.00)

Directive #2: Strengthen financial health.

The Town of Greenville will assure the efficient and responsible use of public funds for current and planned community needs. The Town will do this by seeking efficiencies in the delivery of operational services, maintaining a balanced relationship in financing capital improvements through utilization of current revenues and issuance of long term debt, maintaining healthy contingency reserves and effectively managing risks.

Key Objective												
Improve financial reports, annual operating budgets and capital improvement plans.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Improve the five-year Capital Improvement Plan to include higher levels of detail, focus on long-term debt planning, consensus on priorities and thorough analysis of potential alternative funding.	n/a	Admin	Gregozeski	2019	9/30/2019	3	Tasks becomes annual after first completion.	Preparation of CIP will begin in May 2019 utilizing the PlanIt software. License for software secured for 2019.	10%	\$ -		\$ -
Develop an Annual Operating Budget document that is recognized by the Government Finance Officers Association (GFOA) for Distinguished Budget.	n/a	Admin	Gregozeski	2019	11/30/2019	3	Tasks becomes annual after first completion.	Authorized to implement Budget Module through our enterprise software. Scheduling training for later in February/March 2019. Implementation will begin in June 2019.	10%	\$ -		\$ -
Develop a Comprehensive Annual Financial Report (CAFR) that is recognized by the Government Finance Officers Association (GFOA) for excellence.	n/a	Admin	Beyer	2020	4/1/2020	3	Tasks becomes annual after first completion.		0%	\$ -		\$ -

Key Objective												
Evaluate opportunities for alternative funding sources.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Annually evaluate, report and apply where feasible FEMA grant funding opportunities for public safety services and equipment.	n/a	Fire	Kitowski	Annual	n/a	3	Ongoing - Annually based on grant funding programs.		0%	\$ -		\$ -
Annually evaluate, report and apply where feasible federal, state and local grant opportunities for road and other infrastructure projects.	n/a	DPW	Rickert	Annual	n/a	3	Ongoing - Annually based on grant funding programs.	Director is working with the Town Engineer to find sources or grants.	0%	\$ -		\$ -
Annually evaluate, report and apply where feasible federal, state and local grant opportunities for parks and recreation facilities or services.	n/a	PRF	Nowak	Annual	n/a	3	Ongoing - Annually based on grant funding programs.		0%	\$ -		\$ -

Key Objective
 Implement operating efficiencies and technology improvements.

Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Deploy an improved Enterprise Resource Program/Financial Software	All Funds	Admin/CED	Beyer & Brown	2020	12/31/2020	3	ERP software to provide computerized processing for Building Permits, Zoning/Planning Applications, Payroll, AP/AR, Budgeting and Human Resources.	Developing application and process materials for submission to Civic Systems.	0%	\$ -	\$ 22,050.00	\$ 22,050.00

Directive #3: Provide effective governance.

Through a citizen-centered approach to communications and recruitment, we aim to empower our diverse citizenry to participate in local government activities and decision making. The Town of Greenville is committed to making & implementing policy decisions in a manner that provides accountable, innovative and results-focused government.

Key Objective												
Optimize organizational structure and human resource management.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Annually review and revise where necessary the Town's Employee Handbook to reflect industry standards and regulatory requirements.	n/a	Admin	Gregozeski	2019	9/30/2019	3		Amended Handbook Holiday Policy on 1/28/2019	50%	\$ -		\$ -
Annually review and revise where necessary employee job descriptions to reflect accurate essential job duties and functions.	n/a	Admin	Gregozeski	2019	9/30/2019	3		Completing Job Descriptions for Fire & EMS Department for approval by Fire Commission	50%	\$ -		\$ -
Develop written Standard Operating Procedures (SOPs) for each job position.	n/a	Admin	Helgeson & Beyer	2019	9/30/2019	3	Assigned to Clerk/Admin Services and Treasurer/Finance Services Departments for 2019.		0%	\$ -		\$ -

Key Objective												
Provide meaningful public information and engagement opportunities.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a social media use policy.	n/a	Admin	Gregozeski	2019	9/30/2019	3		Approved by Town Board on 2/25/2019	100%	\$ 2,400.00	\$ 2,376.00	\$ (24.00)
Review and implement necessary changes to front office reception area to encourage more inviting interactions between public and staff.	n/a	Admin	Gregozeski	2020	12/31/2020	3	Budget for 2020 fiscal year.		0%	\$ -		\$ -
Provide Town Hall style meetings where appropriate for specific Town actions, e.g. road improvements, utility improvements, changes in service levels, etc.	n/a	Varies	Varies	2019	12/31/2019	3	All Departments to be responsible based on projects.		0%	\$ -		\$ -

Key Objective													
Expand and improve our performance reporting that focuses on results, performance outcomes, goal achievement and public transparency reporting.													
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)	
Develop and implement a records retention policy that includes the digitization of records.	n/a	Clerk	Helgeson	2019	12/31/2019	1		3/19 - waiting for next meeting and project completion. Have had communication with a couple of students requesting more information. Meeting with MPA students from UWO to discuss policy/procedures. Technical assistance from UWO. 2/6/19: We had another meeting yesterday with UWO students to further discuss the project including alternative ways to save the information.	0%	\$ -		\$ -	
Expand the public's access to GIS information and data.	n/a	CED/DPW	Rickert & Brown	2019	12/31/2019	4		Currently working on cleaning up data within the GIS server. Once information is clean-up staff will determine what is most beneficial to residents.	20%	\$ -		\$ -	

Directive #4: Safeguard public health, safety & welfare.

The Town of Greenville will strive to protect the lives and property of our residents, visitors and taxpayers. The Town will accomplish this through the professional delivery of community policing, emergency medical services, fire & rescue operations, municipal code enforcement, building inspection and emergency management.

Key Objective												
Ensure current and future staffing, facility and equipment demands meet desired levels of service.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a fire apparatus equipment replacement program/plan	n/a	Fire	Lambie	2019	9/30/2019	3			0%	\$ -		\$ -
Review, evaluate and provide recommendations for improving public safety response times and performance outcomes against desired level of service standards.	n/a	Fire	Lambie	2019	12/31/2019	3			0%	\$ -		\$ -
Continue discussions with neighboring communities regarding shared services.	n/a	Fire	Lambie	2019	12/31/2019	4		Signed auto aid agreement between GFD and HHFD Will go into effect 3-1-19	80%	\$ -		\$ -

Key Objective												
Develop the Town's ability to manage & recover from disruptive or disaster related events.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a NIMS training protocol for Town officials, staff and emergency responders	n/a	Emergency Mang.	Schlechta	2019	12/31/2019	1			0%	\$ -		\$ -
Develop, refine, practice and implement disaster recovery pre-plans	n/a	Emergency Mang.	Schlechta	2020	3/31/2020	1			0%	\$ -		\$ -
									0%	\$ -		\$ -

Key Objective												
Enhance crime prevention, community policing and code enforcement.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Review, evaluate and implement a bicycle police patrol in Greenville	General Fund	Sheriff	Richards	2019	6/30/2019	4			0%	\$ -		\$ -

Directive #6: Encourage sustainable community development.

The Town of Greenville will encourage planned community & economic development to assure the quality of life and economic vitality of the entire community. The Town will accomplish this by managing development through the implementation of the Town's Comprehensive Plan, enforcement of the Town's zoning code, and compliance with county, State and federal requirements.

Key Objective												
Attract, expand and retain businesses and workforce.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and implement a marketing plan for the Town's Tax Incremental Finance District #1.	TID #1	CED	Brown	2019	3/31/2019	3	Staff will investigate and implement additional marketing options.	A TID website has been created. Fox Cities Regional Partnership has created a marketing brochure. The TID property is being marketed on the State of Wisconsin's Site Selection Website.	50%	\$ 10,000.00	\$ -	\$ (10,000.00)
Create and continuously update a database of municipally-related data necessary for business expansion or attraction.	General Fund	CED	Brown	2019	3/31/2019	3	Staff will continue to improve/add information on a regular basis.	An Economic Development website has been created. A TID website and marketing material has been created. The comprehensive plan update provide additional data as well as the incorporation application which both can be used for economic development.	100%			\$ -
Continue to streamline the approval and permitting process for development without compromising health and safety.	General Fund	CED	Brown	2019	12/31/2019	4	Staff will implement an ERP system to streamline the development review process.	New processes and policies have been implemented with the development review process. Once an ERP system is implemented the process will become even more streamlined.	75%			\$ -

Key Objective												
Develop sustainable infrastructure needed to support business and residential development.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Plan, budget and construct Design Drive extension from CTH CB to Mayflower Road (TID #1).	TID #1	DPW/CED	Rickert & Brown	2019	12/31/2019	2	May be delayed based on development timeline.	Engineering Plans are approximately 60% complete	25%			\$ -
Plan, budget and construct for regional stormwater management facilities in the Greenville industrial and business parks.	TID #1	DPW/CED	Rickert & Brown	2019	12/31/2019	2	May be delayed based on development timeline.		0%			\$ -
Develop a plan to construct various infrastructure improvements along STH 76 corridor (traffic control, pedestrian trails and crossings, etc.).	Capital Projects Fund	DPW	Rickert	2020	9/30/2020	3		Included in other projects or will require DOT concurrence. More details are needed to complete project.	0%			\$ -

Key Objective												
Implement the Town's Comprehensive Plan.												
Recommended Action Steps	Fund Source(s)	Department	Staff Lead	Fiscal Year	Completion Date	Priority	Task Notes	Updates	% Complete	Budget	Expenditures To-Date	Over / (Under)
Develop and adopt update to Town's Comprehensive Plan. Incorporate plan objectives into Strategic Plan.	n/a	CED	Brown	2019	8/31/2019	2		Plan is under development.	50%	\$ 14,437.50	\$ 7,218.75	\$ (7,218.75)

**TOWN OF GREENVILLE
FIRE COMMISSION
REGULAR MEETING MINUTES**

DATE: Tuesday, February 3, 2019

TIME: 6:00 p.m.

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. CALL TO ORDER – The meeting was called to order by Dan Dibbs at 6:00 p.m.
Members present: Chuck Ossont, Jay Ratchman, Stacy Doucette and Dan Dibbs.
Members excused: Rick Fischer. Others present: Joel Gregozeski and Chief Tim Lambie.
2. POSTING OF AGENDA/APPROVAL OF AGENDA – *Motion by Ossont/Ratchman to approve the agenda as presented. Motion carried 4/0 by voice vote.*

3. NEW BUSINESS.

- a. Discussion/Possible Action – Approval of Meeting Minutes from December 3, 2018.

*Motion by Ratchman/Ossont to approve the Meeting Minutes as presented.
Motion carried 4/0 by voice vote.*

- b. Discussion/Possible Action – Discussion of Possible Action Plan and Timeline

- i. Review and Possible Action – Job Description of Fire Chief, Deputy Chief, Captain, Lieutenant, and Firefighter

Discussion held on job descriptions presented.

- ii. Review and Possible Action – Department SOGs and Hiring Procedures

Discussion and review of draft SOGs for hiring/appointing/promoting members as well as for job descriptions and corrective action.

Commission agreed the drafts would be ready for approval at their next meeting.

4. ADJOURNMENT - *Motion by Doucette/Ossont to adjourn at 7:35 p.m. carried unanimously 4/0 by voice vote. Next meeting scheduled for March 19, 2019 at 6:00 p.m.*

Respectfully Submitted,

Stacy Doucette, Secretary



INCORPORATION REVIEW COMMITTEE MEETING MINUTES

DATE: Monday, February 18, 2019

TIME: 5:00 PM

LOCATION: Greenville Town Hall, W6860 Parkview Drive, Greenville, WI 54942

Agenda

1. **CALL TO ORDER** - Meeting was called to order by Chairperson Anderson at 5:00 p.m.
2. **ROLL CALL, VERIFY PUBLIC NOTICE & APPROVAL OF AGENDA** – Kevin Sturn, Jack Anderson and Mark Strobel were present. Dean Culbertson, Mike Woods, Peter Gervais were excused. Town Administrator Joel Gregozeski attended. No members of the public were in attendance.
3. **NEW BUSINESS:**
 - a. *Motion by Peters/Sturn to approve the meeting minutes from February 4, 2019. Motion passed unanimously by voice vote.*
 - b. The Committee reviewed final draft narrative for the following Incorporation Gregozeski provided an overview of future meetings & topics.
4. **ADJOURNMENT** – *Motion by Strobel/Peters to adjourn at 5:58 p.m. Motion passed unanimously by voice vote.*

*Respectfully Submitted,
Joel Gregozeski, Recording Secretary*

Meeting Notes

(Approved 18 February 2019, no changes)

Town of Greenville

Land Stewardship/AEA Committee

Monday, 14 January 2019 (5:00 pm)

Greenville Town Hall

Present: Larry Bentle, Michael Brown, Sarah Grotjan, John Julius, Mia Ljung, Steve Nagy & Pete Schroeder.

Next Meeting: 18 February 2019, Monday (5:00 pm at the Town Hall)

“To do,” items are indicated in red.

1. Call to order. 5:03 pm
2. Approval of 12 November 2018 meeting minutes. Minutes were approved without change (Motion by Pete, Steve 2nd).
3. Greenville Bike and Trail Committee (update).
 - a. John and Michael reported that the Bike & Trail Committee is actively meeting. They plan to issue an updated trail plan by March 2019 for East Central Planning to review. One goal is to standardize the path design/construction with respect to different types of roads (e.g. State highways, County and Town roads) and most effectively match trail connections with adjacent community trails. Some suggestions from our committee were provided as input for their planning.
Attachment I is their working trail plan to use as a starting point.
 - i. It was recommended that bike/pedestrian trails should not be shared with motorized vehicles such as ATVs and Snowmobiles.
 - ii. It was requested that trails be planned in a manner to promote Ag tourism to our Greenbelt and AEA area that encourages Ag tourism related businesses in the Greenbelt via easy access to the area recreational public.
 - iii. Would the trails be able to be accessed by horse riders?
4. Committee account status. A \$200 donation was received to our account from the Rod & Gun Club on 12 September 2018. There have been no expenditures since our last meeting. Our Town treasurer (Lisa) issued a statement to Larry on 22 January 2019, our current account balance is \$1068.
5. Town incorporation, status (Michael). By 1st part of March the Town will submit its Village application to the Wisconsin Department of

Administration. Review will take about 6 months. If approved, a Town will put it on the ballot for a referendum vote by our residents.

6. Comprehensive plan status (Michael). The Town Board will hold a meeting at 5:00 pm on 21 January followed by working sessions at 6:00 pm with public invited for input.
7. Committee officers and organization – as per our Bylaws. Some discussion transpired. No changes so far in committee officer status. John will help lead some committee work and projects. Michael said the Town has new software that could be used for generating committee agendas and meeting minutes.
8. AEA expansion, landowner inquiries (Jeff). No further input at this time.
9. Land Trusts (Larry). Currently we have no organizations in NE Wisconsin that handle agriculture land trusts. The question is: Would the Town of Greenville be willing to partially fund an institution that has the knowledge to create and administer land trusts (i.e. NE Wisconsin Land Trust or others) with the end intent to specifically create and administer Ag land trusts for Greenville? Larry posed this question first in a conversation with Jack Anderson and then to the Planning Commission (12/17/18). The response was positive and he should proceed by approaching select land trust organizations to further development this idea.
10. Community Ag education -HASD.
 - a. Student facility tours (Sarah). On 11 January 2019 tours were conducted for interested Hortonville HS students at the Meat Block in Greenville and Whitman's Dairy Farm. They were instructed on start up strategies, business model used, dairy robotics and strategies to expand each of the businesses. At the Meat Block they were told that personality and work ethic were the two main qualities sought for in a new hire. Sarah took photos and a student is being sought to write and article for the newspaper and our Town newsletter.
 - b. Other school related activities. None reported.
11. Related area news & topics.
 - a. Steve requested to be on the agenda for our next mtg to discuss WI Ag tourism and present ideas as to what could be done to build this idea for our area. What businesses could be started involving our area farms?
 - b. Industrial Hemp can now be grown in Wisconsin in accordance with the 2017 Senate Bill 119 (dtd November 30, 2017). Industrial hemp is defined as the plant with the name Cannabis sativa L. with a THC concentration of 0.3% or less in all parts of the plant when it has been dried. A one-time license to grow Industrial Hemp is required as well

as registering for each successive year thereafter. The registration deadline for a license and to register for the 2019-year is 1 March 2019. The license and registration can be obtained from DATCP via email at (DATCPindustrialhemp@wi.gov). Program staff at this site can provide information to questions. **Attachment II & III** are Frequently Asked Questions (FAQs) on Wisconsin's Industrial Hemp Pilot Research Program and 2017 Senate Bill 119, respectively.

12. Next meeting. **Monday, 18 February 2019**, 5:00 pm at the Town Hall.

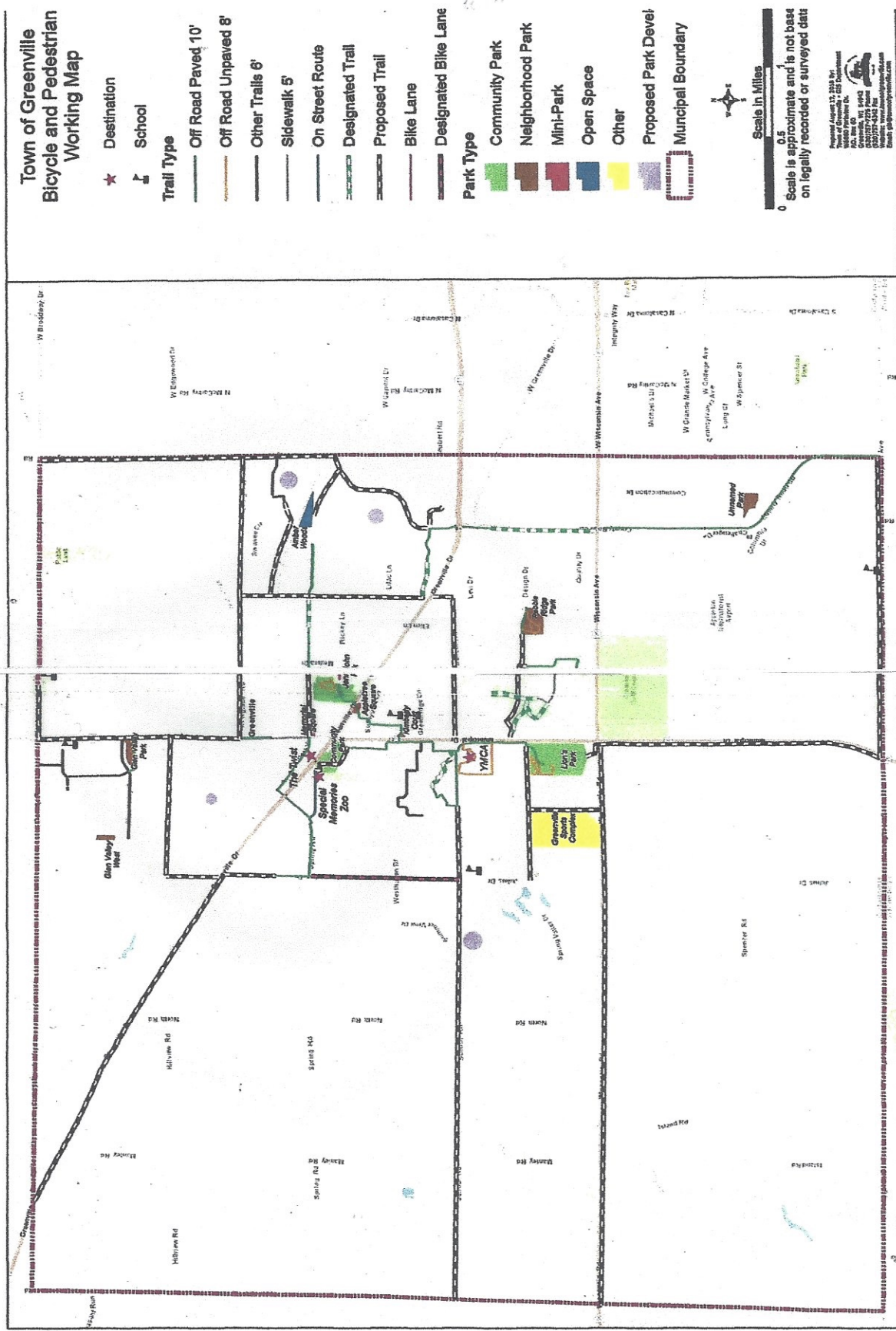
13. Adjournment. 6:23 pm; motion by Pete, Steve 2nd.

Parking lot items:

- a) Web site.
- b) PDR & TDR
- c) Historic Preservation Commission
- d) AEA Signage.

Attachment I

(LS Notes, 14 Jan 2019)



Town of Greenville Bicycle and Pedestrian Working Map

- ★ Destination
- ↓ School

Trail Type

- Off Road Paved 10'
- Off Road Unpaved 8'
- Other Trails 6'
- Sidewalk 5'
- On Street Route
- Designated Trail
- Proposed Trail
- Bike Lane
- Designated Bike Lane

Park Type

- Community Park
- Neighborhood Park
- Mini-Park
- Open Space
- Other
- Proposed Park Devel.
- Municipal Boundary



Scale in Miles
0 0.5
Scale is approximate and is not based on legally recorded or surveyed data

Prepared August 12, 2018 by
Town of Greenville, GIS Department
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Frequently Asked Questions:

Wisconsin's Industrial Hemp Pilot Research Program

Updated October 23, 2018

As you probably know, we have received many questions about growing and processing industrial hemp in Wisconsin. Bear in mind that we are authorized to regulate hemp only up to the point where it's been found to comply with the 0.3 percent THC level and harvested. After that, it is an ingredient or a fiber, and comes under regulations, if any, for the products containing it.

[Licensing, registration and fees](#)

[Research plans](#)

[THC and testing](#)

[Growing locations](#)

[How to grow industrial hemp](#)

[Seed](#)

[Marketing](#)

[Feed and pet treats](#)

General

What is industrial hemp?

Industrial hemp is the plant with the Latin species name *Cannabis sativa* L., with a delta-9-THC concentration of 0.3 percent or less in all parts of the plant when it has been dried. This is how both the federal farm bill that authorized states to create pilot research program and 2017 Wisconsin Act 100 define industrial hemp.

Will I need a license to process industrial hemp?

You will need a one-time license and annual registration to process industrial hemp in Wisconsin. Processing industrial hemp includes transporting, warehousing and converting the industrial hemp to a marketable form. A processor license is also needed if you will be packaging and labeling raw industrial hemp for retail sale. If you will be processing only industrial hemp that you grow, and won't be accepting it from other licensed growers, you will not need a processor license.

Do I need any other licenses as a processor?

Depending on what you are doing with the industrial hemp you process, you may need additional licenses from the department or other departments. For example, any industrial hemp processors who will be using hemp or hemp extracts in food products will need a license from the DATCP Division of Food Safety. Please contact the Division of Food Safety and Recreation at 608-224-4923 or <mailto:datcpdfslicensing@wisconsin.gov> for more information about those licensing requirements.

How does growing industrial hemp affect my FSA and/or federal crop insurance contracts or program participation?

Federal agencies consider industrial hemp to be a controlled substance the same as marijuana, so farmers cannot get federal crop insurance for an industrial hemp crop and the FSA does not record or report hemp acreage.

If you are thinking of planting industrial hemp, you should check with your local FSA service center to see if your access to federal crop support programs might be affected by participation in the industrial hemp pilot research program.

Licensing, registration and fees

How do I apply to grow hemp?

To **grow** industrial hemp you must:

- Apply for a one-time license using the forms provided by the Department of Agriculture, Trade and Consumer Protection
- Pay a one-time license application fee (\$150 for 0-30 acres, \$5/acre for 31-199 acres, or \$1000 for 200 acres or more)
- Undergo a background check
- Provide field or greenhouse locations and GPS coordinates

You also must register with the department every year that you plan to grow hemp, including the first year that you receive your license. When you register each year, you must also submit:

- An annual registration fee of \$350
- GPS coordinates and maps of your fields
- A research plan
- A signed research agreement

How do I apply to process hemp?

To **process** industrial hemp you must:

- Apply for a one-time license using the forms provided by the Department of Agriculture, Trade and Consumer Protection
- Undergo a background check

You also must register with the department every year that you plan to process hemp, including the first year that you receive your license. When you register each year, you must also submit:

- An annual registration fee of \$100
- GPS coordinates and maps of your processing location
- A research plan
- A signed research agreement

When can I apply for my license and registration?

Licensing and registration will be open from November 1, 2018 through December 31, 2018. If you plan to grow or process industrial hemp during 2019, be sure to get your license and registration during that time frame.

How did you come up with the fees?

The license fees are specified in s. 94.55, Wis. Stats. The law also allows DATCP to set annual registration fees that do not exceed the actual costs of administering the hemp program. We established the fees after calculating the department's costs for program administration and reviewing other states' fees. As most states are doing, DATCP will invoice growers the actual costs of sampling and testing.

How long does my license last?

The pilot program license is permanent. However, you must re-register each year you want to grow or process industrial hemp.

Am I required to do anything else if I participate in the industrial hemp pilot program?

You must allow us access to your hemp fields to inspect and sample, submit a planting report, and submit a final report. You must maintain a variety of records. You should take reasonable measures to prevent theft or diversion of your industrial hemp plants and seed, and cooperate with law enforcement if necessary. Licensees who fail to pay their invoiced fees or submit their required reports for the previous growing season may have their license suspended, and will not have their registrations approved to grow in the following year.

Can I see a list of industrial hemp growers or industrial hemp processors licensed in the state?

Pilot participants' personally identifiable information and field location data are confidential under state law. DATCP will not provide this information, although growers or processors may release it themselves.

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Research plans

Why is a research agreement required?

The 2014 farm bill allowed universities and state departments of agriculture to conduct industrial hemp research and pilot programs. The research agreements extend the department's research program to individual farmers, allowing them to do applied research throughout the state of Wisconsin under a variety of growing conditions.

What do you mean by a research plan?

After a 70-year absence from Wisconsin's agricultural landscape, industrial hemp is considered a new crop here. Research topics may include planting, harvesting and processing techniques; seed varieties; nutrient requirements; markets; storage; non-chemical pest and weed control; or other topics that participants choose. A concise research plan may be submitted on the forms provided by the department, or a more detailed plan may be attached.

What do I do with the research plan?

You will use it as your guide to gather and record your findings. We will supply forms for reporting agronomic data and research results, so you will need to gather this data throughout the growing season and report your research findings every year. We will prepare an annual summary report of all research conducted as part of the program, so everyone can benefit from the information.

We will not register you for succeeding seasons if you have not filed your reports.

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THC and testing

How do you know my crop's THC content?

Participants must notify the department 30 days before they want to harvest. A department inspector will sample each field and variety grown and deliver the samples to our laboratory for analysis. The method used is called high-performance liquid chromatography, or HPLC. We will invoice you for the cost of the sampling and testing. Growers may not harvest their industrial hemp crop until it has been tested by the department. Once plants have been sampled, the plants may be harvested, but must remain in the field or in storage at your registered site until a fit-for-commerce certificate is issued. All plants must be either harvested or destroyed within 10 days after receiving sample results.

What if my plants test above 0.3% THC?

You may request a retest within 10 days of receiving your sample results. We would collect another sample and send it to the laboratory again for HPLC analysis. You would pay the cost for both the resampling and retest. If you decline resampling and retesting, or if the hemp samples test high again, you are required to destroy your crop within 10 days. Wisconsin state law provides protection from criminal penalties to growers whose plants test no more than 1 percent -- up to 0.7 percentage points above the 0.3 percent THC limit. Growers who plant certified seed are protected from criminal penalties regardless of THC level.

Does the department have a list of approved laboratories that can provide THC and cannabinoid testing?

The department does not currently certify or approve laboratories that can provide cannabis testing.

Can I send my hemp sample to a private laboratory to avoid the cost of the DATCP testing?

Growers must have their hemp crop sampled by Department staff and tested by the department’s regulatory lab prior to harvest. Growers and processors can use private laboratories for additional pre- or post-harvest testing needs.

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Growing locations

Can I grow industrial hemp in a greenhouse?

Yes, you can grow in a greenhouse as long as you clearly indicate your research goals and production methods on your application.

Can I grow industrial hemp in my residence?

No, you may not grow industrial hemp in your residence, including your basement, garage, or any other indoor area within your residence.

Can I grow industrial hemp near a school, a town, or a major road? Are there restrictions on where I can grow it?

Industrial hemp should be grown in traditional agricultural fields or greenhouses. We do not permit growing industrial hemp in residences. If you want to grow industrial hemp in a location that is not an agricultural field or greenhouse, you must seek and receive approval for that location from the department prior to planting. The department will not otherwise restrict industrial hemp production locations, but you may be subject to township or city zoning rules prohibiting industrial hemp in certain locations, including backyards in residential neighborhoods. We do not track these local rules. You are responsible for knowing and complying with them.

Can I change my field locations or add a growing or processing site?

If you want to change field locations, you must amend your license, submit a license modification fee, and provide new GPS coordinates. The department has the discretion to waive the license amendment fees for field location changes that are required due to unforeseen or extenuating circumstances, such as flooding.

Is there a minimum acreage requirement?

While the department does not require a minimum acreage, growers must have a minimum of 15 plants available for a pre-harvest regulatory sample at the end of the growing season.

Do I need to build a fence or put up signs around my field?

No. If you are concerned about trespassing or vandalism if your crop is mistaken for marijuana, you may post signs identifying it as industrial hemp, but it is not required.

Also, if your industrial hemp plot is less than 1 acre, you may want to post signage to help local law enforcement identify it as part of the pilot program.

Do I need to notify the sheriff/local police or does DATCP do it?

Many growers do proactively notify their local law enforcement about their hemp fields and processing locations. However, once you register your hemp fields with us, we will share your field location and contact information with local law enforcement upon their request. For this reason, it is essential that you provide accurate field location information and maps and keep the department updated if you need to change growing, storage or processing locations. This saves the grower and processor from unwanted attention, and saves law enforcement time and money on unnecessary investigations.

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How to grow industrial hemp

Please note that we do not have agronomic expertise. Our role is to set up the pilot research program and regulate it. Learning how to grow hemp in Wisconsin is part of the research. However, some information is available from other states that have already started their pilot programs, from Canada where industrial hemp is grown as a commodity crop, and from organizations advocating industrial hemp as a crop. We have used that information to answer these basic common questions, but encourage you to go directly to the sources for details.

What are the best hemp varieties?

Different varieties are better for different purposes. Whether you grow hemp for fiber, grain production, or CBD will determine which varieties you will want to grow. You may refer to either the [Health Canada List of Approved Cultivars for the 2018 Growing Season](#) or the [OECD List of Varieties Eligible for Seed Certification](#) for top performing varieties for grain and fiber production. *If you plan to grow a high-CBD variety, please note that there are no certified seeds for these varieties and all must be pre-approved by the department prior to planting.* Regardless of variety planted, all industrial hemp fields or varieties testing above 0.3% THC in the department's pre-harvest test must be destroyed.

When do you plant hemp?

The ideal seeding time for outdoor industrial hemp production in Wisconsin is from mid-May to mid-June. Soil temperatures should be at least 45-50 degrees Fahrenheit. Industrial hemp likes warm soil. Cold soils and pathogens may kill seedlings if you plant too early.

What type of soil does hemp like?

Hemp can grow in many types of soil, but it particularly does well in well-drained soils.

How many pounds of seed per acre do you plant?

The general recommendation is 20-40 pounds per acre for grain production, and 40-60 pounds per acre for fiber production, but the optimal seeding rate for your field will depend on the seed variety, seed purity and germ, local conditions and other factors. The [Canadian Hemp Trade Alliance's \(CHTA\) Hemp Production eGuide](#) has excellent seeding information.

Can you plant hemp on hemp? How does it fit into a crop rotation?

According to the CHTA, "Hemp fits in with typical crop rotation systems and with typical equipment that would already be found in a grain production system." Please visit the [CHTA's Hemp Production eGuide](#) for much more information on hemp agronomy.

How do you sow hemp seed? What equipment and at what depth? Can you broadcast or do you have to drill?

Most conventional drills and seeders will work for hemp. Use lower air volumes to avoid seed cracking, and plant ½-1 inch maximum into a firm seedbed. Avoid soil compaction and do not seed when heavy rain is in the forecast. Please visit the [CHTA's Hemp Production eGuide](#) for much more information on hemp planting.

Can I grow hemp organically?

The National Organic Program (NOP) allows organic certification of hemp grain and fiber. The national organization has indicated it may not certify cannabinoid extracts produced from hemp, but each local certifier may handle this matter differently. Please visit [NOP's website](#) or speak with your local organic certifier for more information.

There are no pesticides registered for use on industrial hemp. You may use only 25(b) minimum risk pesticides, which are exempt from federal EPA registration. However, those products must be registered in Wisconsin. A list of pesticide products registered in Wisconsin can be found [here](#). Check with your local certifier to see which of these may be used on organic-certified industrial hemp.

Do you need to fertilize industrial hemp?

Yes, hemp has similar nutrient needs to corn, and especially requires added nitrogen. General guidelines for fertilizer rates can be found on the [CHTA's Hemp Production eGuide](#).

How do you harvest it?

Hemp varieties grown for grain and fiber are generally harvested by straight combining; however, swathing is also

used. Hemp has long fibers and can get entangled in harvesting equipment. Other hemp varieties may require different harvesting techniques, including hand harvesting. Do your research and be patient while harvesting industrial hemp. Please visit the [CHTA's Hemp Production eGuide](#) for much more information on hemp harvesting.

When do you harvest it?

Generally, crop maturity is 90-120 days after planting, depending on the variety and local climatic conditions. Industrial hemp seed is harvested when about 75 percent of the seeds are ripe and starting to shatter. High winds can accelerate shattering. Bird predation can also be a major problem. The CHTA recommends harvesting at 18-20 percent moisture, and immediately starting the drying process. Dry grain to 8-10 percent moisture for storage.

What kind of yield can I expect?

Yields vary widely depending on variety, local climatic conditions, cultivation method, and grower experience.

For grain, new growers have reported yields of 250-700 pounds/acre. More experienced growers report 800-1,800+ pounds/acre.

The average yield for dual purpose crops, harvested for both grain and fiber, is $\frac{3}{4}$ -2 tons/acre. For hemp produced solely for fiber, the average yield is 3-5 tons per acre.

How deep are the roots?

The CHTA says that hemp roots are capable of penetrating up to 24 inches into the soil to recover nutrients that may be lost to many other crops. [CHTA Hemp Production eGuide](#)

Do deer eat hemp?

Yes, deer browse damage was observed in Wisconsin fields by DATCP hemp inspectors in 2018.

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Seed

Where can I buy hemp seed?

Seed is available from multiple domestic or international sources. You can order seed after you receive your license and submit your annual registration form and fee. You must transport and store seeds in a secure manner. We recommend purchasing certified seed as the best option for quality germination rates and best protection against high THC levels.

Does DATCP have a DEA registration to help growers import seed internationally?

DATCP does have a DEA seed importer registration and can help facilitate seed imports in 2019. Additional information about how to import seeds internationally is available on the DATCP industrial hemp website at this location:

https://datcp.wi.gov/Pages/Programs_Services/IHSeed.aspx

Can I sell seed to growers in other states?

It is not a violation of our program rules to sell hemp seed, grain, plant material, or hemp products produced in Wisconsin to other U.S. states with an industrial hemp pilot program. Such activity may violate other states' laws or federal laws. It is the responsibility of the individual to understand all applicable federal laws and other states' hemp laws.

If the pilot participant wishes to sell seed to a grower in another state with an industrial hemp pilot program, the importer will initiate and arrange the seed shipment.

However, you cannot sell or transport hemp seed that was imported from outside the country via Wisconsin's DEA importer registration permits. That imported seed must be planted or processed within the state.

Can I save seed to plant the following year?

A grower may save seed harvested from a pilot project and plant the seed unless it is prohibited by the variety owner. Please see more information in the [seed section of DATCP's industrial hemp web site](#). Usually, seed cannot be saved

and sold for propagation, except under the Wisconsin Crop Improvement Association's seed certification program. Most seed distributors will not allow purchasers to save seed and sell it to other users.

Do I need a seed license to sell hemp seed in Wisconsin?

Yes. The Department of Agriculture, Trade and Consumer Protection licenses seed labelers. The labeling requirement helps assure that consumers receive good quality seed that germinates and does not contain weed seeds.

A seed labeler is any business or person whose name appears on a seed label, or who opens containers of agricultural, lawn or vegetable seed to sell all or part of it. Labels must include information about the percentages of different kinds of seeds in the package, germination, and treatment, inoculation or coating. Complete labeling requirements are listed in [Wisconsin Administrative Code ATCP 20](#).

You do not need a seed label license if you sell:

- Seed grown and sold on your own farm
- Seed in unopened bags or containers labeled by a licensed seed labeler

Please visit the [Wisconsin Seed Program](#) for more information.

Can I breed a new variety of hemp for Wisconsin?

Pilot program participants wishing to breed a new hemp variety must apply for a research authorization from the department. Breeding is typically done by breeders or plant geneticists in an academic setting, and may have additional legal requirements.

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Marketing

Can I sell my unprocessed hemp in other states?

The Wisconsin pilot program covers hemp cultivation, processing, and marketing only *within* the state of Wisconsin. Industrial hemp pilot programs in other states may allow their processors to import unprocessed hemp from Wisconsin, if you are a licensed grower under our program. You are responsible for understanding federal law and other states' laws, or for consulting an attorney on these matters.

Can I process hemp imported from growers in other states?

Licensed processors in Wisconsin may accept unprocessed industrial hemp from licensed growers who are part of any state's industrial hemp pilot program. Unprocessed hemp must be accompanied by documentation provided by an industrial hemp pilot program that demonstrates that the hemp has tested at or below 0.3 percent THC.

Does DATCP have any grants for growing hemp?

No, but our Division of Agricultural Development may provide some business development assistance. Other agencies or organizations may offer grants or other financial assistance. If you accept grants, there may be additional reporting and other requirements beyond those you must meet to participate in the pilot research program. This does not relieve you of any of your responsibilities within the pilot program.

Do I have to be a Wisconsin resident to get a DATCP industrial hemp license?

No, but the land where you grow industrial hemp or the location where you process it must be in Wisconsin.

Can I grow hemp under contract with someone else?

Yes, but each individual grower must still be licensed, register and sign a research agreement, and meet the research plan and reporting requirements. The person you are growing for must be a licensed processor.

Do I have to own the land I want to grow hemp on?

No. You can grow hemp on rented land as long as the landowner consents, and understands that we will perform

routine inspections and plant sampling in the fields. If you plant hemp on rented land, you must provide us with the landowner's name and contact information.

What price can I expect to receive when I sell my hemp grain?

Prices for hemp grain are fluctuating widely in the U.S. because the industry is in a very early stage and constantly developing. You should research available markets and secure a contract before you plant.

What is the cost per acre of growing hemp?

The Alberta Agriculture and Forestry Department reported an average total production cost at \$409 (Canadian dollars) per acre, with an average grain yield of 1,074 pounds per acre – or 38 cents per pound of hemp seed produced.

In Minnesota, hemp seed prices have varied widely, depending on variety and source. Imported seed costs more than domestic seed because of additional shipping and customs fees. You may also need to buy or rent harvesting equipment. In 2016, hemp producers in Minnesota reported costs per acre of \$970-\$2,500. In 2017, initial reports indicate production costs of \$300-\$600 per acre. This does not include costs of land.

In Wisconsin, we just don't know. That's part of what we are trying to learn. We hope to have some information when we get our growers' reports, due by mid-December.

Who will buy my hemp if I grow it?

The U.S. hemp market is limited and constantly in flux for many reasons. As in other states, Wisconsin will have to develop processing facilities. Growers are responsible for finding markets. To learn more about marketing opportunities, we encourage you to contact a hemp trade group such as the Hemp Industries Association or the National Hemp Association.

What if I can't or don't want to sell my hemp at the end of the growing season?

If you are unwilling or unable to sell your industrial hemp at the end of the growing season, you have several options. You can request permission from DATCP to destroy your crop and burn it, plow it under, or compost it. If it has tested at 0.3% THC or lower, you may bale it and store it on your farm. Your year-end report to DATCP must include the final disposition of your industrial hemp crop.

Can I export hemp products to other countries?

Yes, certain hemp products may be exported to other countries, including processed hemp, grain, seed, and fiber. Export requirements vary by product and destination. Please contact our [phytosanitary certificate program](#) for more information.

What about cannabinoids, like CBD?

Cannabinoids, such as cannabidiol (CBD), are a group of chemicals concentrated in the female flower of the cannabis plant. While they are chemically similar to THC, they do not have the psychoactive effects of THC. It is the licensed processor's responsibility to ensure that any CBD extraction or the production of CBD-containing substances complies with all laws and regulations, including any distribution to be conducted as part of marketing research.

Do I need a license to sell products made from industrial hemp, including CBD oil?

No license currently is needed from the industrial hemp program to sell products made from industrial hemp. However, licenses from other programs or departments may be required. For example, all retailers will need a sellers permit from the Wisconsin Department of Revenue.

Can I purchase CBD from a wholesaler who is not in Wisconsin and then re-brand the CBD and sell it with my company's logo in Wisconsin?

Yes, if the CBD was made from hemp grown in an industrial hemp pilot program, but the rebranded product cannot include any Wisconsin Industrial Hemp Pilot Program license number or reference unless the hemp was actually grown or processed in the state.

Can I sell food products infused with CBD oil?

The U.S. Food and Drug Administration (FDA) considers THC (tetrahydrocannabinol) and CBD (cannabidiol) to be drugs; as such they cannot be found in any traceable amount in food.

Can I bottle water that contains CBD?

There are numerous regulations that relate to bottling water. Please contact our Division of Food Safety for more information at 608-224-4923 or datcpdfslicensing@wisconsin.gov.

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Animal feed and pet treats

Can I feed hemp to my livestock?

Hemp is not currently an approved ingredient for commercial animal feed, so you cannot sell it as animal feed. Growers are advised that any research project that involves feeding hemp products to their own animals may result in regulatory restrictions in the sale of products (meat, milk, eggs, etc.) from these animals.

Can I make pet food with hemp?

No. Wisconsin's commercial feed program and U.S. Food and Drug Administration regulations are similar for pet food and livestock feed. Hemp is not an approved ingredient for commercial pet food. Selling pet food with hemp ingredients in Wisconsin would result in the products being withdrawn from distribution. However, you may include hemp in pet food that you make for your own pets' consumption. You should consult your veterinarian before doing so.

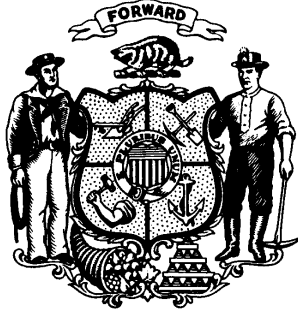
Can I sell pet treats that contain CBD?

No. Industrial hemp and its extracts are not approved commercial feed ingredients.

Can I make treats for my own pets that contain CBD?

Yes. As long as you are not selling your pet treats, you can make and feed your own pets treats that contain CBD.

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2017 Senate Bill 119

Date of enactment: **November 30, 2017**

Date of publication*: **December 1, 2017**

2017 WISCONSIN ACT 100

AN ACT *to renumber and amend* 961.14 (4) (t) and 961.55 (8); *to amend* 94.67 (2), 97.02 and 973.01 (2) (c) 2. a.; and *to create* 20.115 (7) (gc), 94.55, 94.67 (15r), 348.27 (18) (a) 1. f., 961.14 (4) (t) 2., 961.32 (3), 961.442, 961.55 (8) (b) and 961.55 (9) of the statutes; **relating to:** growing and processing industrial hemp, providing an exemption from emergency rule procedures, granting rule-making authority, making an appropriation, and providing a criminal penalty.

The people of the state of Wisconsin, represented in senate and assembly, do enact as follows:

SECTION 1. 20.115 (7) (gc) of the statutes is created to read:

20.115 (7) (gc) *Industrial hemp.* All moneys received under s. 94.55 for regulation of activities relating to industrial hemp under s. 94.55.

SECTION 2. 94.55 of the statutes is created to read:

94.55 Industrial hemp. (1) DEFINITION. In this section, “industrial hemp” means the plant *Cannabis sativa*, or any part of the plant including the seeds, having a delta-9-tetrahydrocannabinol concentration of no more than 0.3 percent on a dry weight basis or the maximum concentration allowed under federal law up to 1 percent, whichever is greater. “Industrial hemp” includes a substance, material, or product only if it is designated as a controlled substance under the federal Controlled Substances Act under [21 USC 801 to 971](#) or the Uniform Controlled Substances Act under ch. 961 or both.

(2) REGULATION OF INDUSTRIAL HEMP. (a) Subject to the provisions under this subsection, a person may plant, grow, cultivate, harvest, sample, test, process, transport, transfer, take possession of, sell, import, and export

industrial hemp in this state to the greatest extent allowed under federal law.

(b) 1. The department shall promulgate rules regulating the activities described in par. (a).

2. Except as provided under subs. 3. to 6. and subs. (3) and (4), rules promulgated under this paragraph shall regulate the activities described in par. (a) only to the extent required under federal law, and in a manner that allows the people of this state to have the greatest possible opportunity to engage in those activities.

3. The department shall promulgate rules, as necessary, to ensure the quality of industrial hemp grown or processed in this state, the security of activities related to industrial hemp, and the safety of products produced from industrial hemp, including any necessary testing; to verify adherence to laws and rules governing activities related to industrial hemp; and to enforce violations of those laws and rules.

4. The department shall require the payment of an initial fee from any person who plants, grows, or cultivates industrial hemp in this state equal to the greater of \$150 or \$5 multiplied by the number of acres on which the person will plant, grow, or cultivate industrial hemp, but not to exceed \$1,000. The department may also impose an

* Section 991.11, WISCONSIN STATUTES: Effective date of acts. “Every act and every portion of an act enacted by the legislature over the governor’s partial veto which does not expressly prescribe the time when it takes effect shall take effect on the day after its date of publication.”

annual fee on any person whose activities related to industrial hemp are regulated by the department under this paragraph, in an amount not to exceed an amount sufficient to cover the costs to the department of regulating those activities, as determined by the department by rule.

5. The department shall ensure that any of the following information that is in the department's possession is confidential and not open to public inspection or copying under s. 19.35 (1), except that it shall be made available to a law enforcement agency or law enforcement officer:

a. Information relating to the locations of industrial hemp fields and processing locations.

b. Personally identifiable information relating to a person who is lawfully engaging in activities related to industrial hemp.

c. Information obtained about an individual as a result of any criminal history search performed in relation to authorizing the individual to engage in activities related to industrial hemp.

d. Any other information about activities related to industrial hemp that could create a security risk if disclosed.

6. The department shall promulgate rules setting forth the factors to be considered when determining whether to refer a person for prosecution under s. 961.32 (3) (c).

(c) The department shall establish and administer a certification program, or shall designate a member of the Association of Official Seed Certifying Agencies or a successor organization to administer a certification program, for industrial hemp seed in this state. A certification program under this paragraph shall include the testing and certification of delta-9-tetrahydrocannabinol concentrations in hemp plants. Participation in the certification program shall be voluntary for growers and cultivators of industrial hemp. The department shall promulgate rules for the administration of any certification program established and administered by the department under this paragraph.

(d) The department of justice shall provide information to the department that the department has identified, by rule, as necessary to administer the provisions under this subsection.

(e) The department may seek federal approval to serve as an importer of industrial hemp seed.

(3) PILOT PROGRAM. The department shall create a pilot program to study the growth, cultivation, and marketing of industrial hemp. The department shall promulgate rules to implement the pilot program consistent with the authority under sub. (2) (b). The department shall also do all of the following as part of the pilot program:

(a) Issue licenses that authorize the planting, growing, cultivating, harvesting, sampling, testing, processing, transporting, transferring, taking possession, selling, importing, and exporting of industrial hemp. The department shall identify the requirements for applying for a

license, approving or denying a license, and suspending or revoking a license, and shall identify the restrictions and obligations that apply to operating under a license. As part of the application process, the department shall require an applicant to provide the global positioning system coordinates of the centers of all fields on which the industrial hemp will be planted, grown, cultivated, or harvested. The department shall obtain a criminal history search from the records maintained by the department of justice for each applicant and may not issue a license if the applicant has ever been convicted of a criminal violation of the federal Controlled Substances Act under 21 USC 801 to 971, the Uniform Controlled Substances Act under ch. 961, or any controlled substances law of another state, as indicated in the information obtained from the criminal history search. A license issued under this paragraph does not expire unless the pilot program under this subsection expires or the license is revoked.

(b) Create a registration system that authorizes the sampling, testing, processing, transporting, transferring, taking possession, selling, importing, and exporting of industrial hemp. The department shall obtain a criminal history search from the records maintained by the department of justice for each person applying for registration and may not register an applicant who has been convicted of a criminal violation of the federal Controlled Substances Act under 21 USC 801 to 971, the Uniform Controlled Substances Act under ch. 961, or any controlled substances law of another state, as indicated in the information obtained from the criminal history search.

(c) Create a form to accompany any transfer of industrial hemp. The department shall identify the information to be included in the form, which shall include any test results showing the delta-9-tetrahydrocannabinol concentration of the industrial hemp being transferred, the amount of industrial hemp being transferred, and the full chain of custody of the industrial hemp being transferred for all transfers of the industrial hemp until it is processed in such a way that it no longer meets the definition under sub. (1), at which point the form shall be submitted to the department.

(4) PENALTIES. A person who violates any provision of this section, or an order issued or rule promulgated under this section, may be required to forfeit not less than \$200 nor more than \$5,000 or, for an offense committed within 5 years of an offense for which a penalty has been assessed under this section, may be required to forfeit not less than \$400 nor more than \$10,000.

SECTION 3. 94.67 (2) of the statutes is amended to read:

94.67 (2) "Agricultural commodity" means any plant or part of a plant, animal or animal product produced by a person primarily for sale, consumption, propagation, or other use by humans or animals. "Agricultural commodity" includes industrial hemp.

SECTION 4. 94.67 (15r) of the statutes is created to read:

94.67 (15r) “Industrial hemp” means the plant *Cannabis sativa*, or any part of the plant including the seeds, having a delta-9-tetrahydrocannabinol concentration of no more than 0.3 percent on a dry weight basis or the maximum concentration allowed under federal law up to 1 percent, whichever is greater.

SECTION 5. 97.02 of the statutes is amended to read:

97.02 Standards; adulterated food. For the purposes of this chapter, a food is adulterated if it is adulterated within the meaning of [21 USC 342](#), except that the department may not consider a food to be adulterated solely because it contains industrial hemp, as defined in s. 94.67 (15r), or an industrial hemp product.

SECTION 6. 348.27 (18) (a) 1. f. of the statutes is created to read:

348.27 (18) (a) 1. f. Industrial hemp, as defined in s. 94.67 (15r).

SECTION 7. 961.14 (4) (t) of the statutes, as affected by [2017 Wisconsin Act 4](#), is renumbered 961.14 (4) (t) (intro.) and amended to read:

961.14 (4) (t) (intro.) Tetrahydrocannabinols, commonly known as “THC”, in any form including tetrahydrocannabinols contained in marijuana, obtained from marijuana, or chemically synthesized, except that tetrahydrocannabinols do not include ~~cannabidiol~~ any of the following:

1. Cannabidiol in a form without a psychoactive effect that is dispensed as provided in s. 961.38 (1n) (a) or that is possessed as provided in s. 961.32 (2m) (b);

SECTION 8. 961.14 (4) (t) 2. of the statutes is created to read:

961.14 (4) (t) 2. Tetrahydrocannabinols contained in fiber produced from the stalks, oil or cake made from the seeds of a *Cannabis* plant, any other compound, manufacture, salt, derivative, mixture or preparation of the mature stalks (except the resin extracted therefrom), fiber, oil or cake or the sterilized seed of a *Cannabis* plant which is incapable of germination.

SECTION 9. 961.32 (3) of the statutes is created to read:

961.32 (3) (a) In this subsection:

1. “Hemp” means the plant *Cannabis sativa*, or any part of the plant including the seeds.

2. “Industrial hemp” has the meaning given in s. 94.55 (1).

(b) A person who is acting in accordance with rules promulgated by the department of agriculture, trade and consumer protection under s. 94.55 (2) (b) may not be prosecuted for a criminal offense under this chapter, or under any municipal ordinance that prohibits conduct that is the same as that prohibited under this chapter, for any of the following:

1. Planting, growing, cultivating, harvesting, processing, or transporting hemp that contains a

delta-9-tetrahydrocannabinol concentration of the crop of not more than 0.7 percent above the permissible limit for industrial hemp on a dry weight basis or that is grown from industrial hemp seed certified under s. 94.55 (2) (c).

2. Selling, transferring, importing, exporting, or taking possession of industrial hemp.

3. Selling, transferring, importing, exporting, processing, transporting, harvesting, or taking possession of hemp that has been certified under s. 94.55 (2) (c), by a laboratory authorized by the department of agriculture, trade and consumer protection to test the delta-9-tetrahydrocannabinol concentration in hemp, as meeting the permissible delta-9-tetrahydrocannabinol concentration limit for industrial hemp.

4. Possessing hemp with a delta-9-tetrahydrocannabinol concentration above the permissible level for industrial hemp if the hemp was certified under s. 94.55 (2) (c) at the time the possessor took possession as meeting the permissible concentration limit for industrial hemp and the possessor had no reason to believe at that time that the certification was incorrect.

5. Taking samples of hemp, transporting samples to a testing facility, or testing samples for their delta-9-tetrahydrocannabinol concentration.

(c) A person who plants, grows, cultivates, harvests, samples, tests, processes, transports, transfers, takes possession of, sells, imports, or exports industrial hemp in violation of a rule promulgated under s. 94.55 (2) (b) may not be prosecuted under s. 94.55 or this chapter unless the person is referred to the district attorney for the county in which the violation occurred by the department of agriculture, trade and consumer protection, and may not be prosecuted under a municipal ordinance that prohibits the same conduct as is prohibited under this chapter unless the person is referred to local law enforcement by the department of agriculture, trade and consumer protection.

(d) Notwithstanding s. 961.41 (4) (am) 2. a., engaging in an activity described under par. (b) does not constitute prima facie evidence of a prohibited representation under s. 961.41 (4) (am) 1. a. or b.

SECTION 10. 961.442 of the statutes is created to read:

961.442 Penalties; industrial hemp. If a person attempts to conceal the commission of a crime under this chapter while representing that he or she is engaging in the planting, growing, cultivating, harvesting, processing, transporting, importing, exporting, selling, transferring, sampling, testing, or taking possession of industrial hemp, the maximum term of imprisonment prescribed by law for that crime may be increased as follows:

(1) The maximum term of imprisonment for a misdemeanor may be increased by not more than 6 months.

(2) The maximum term of imprisonment for a felony may be increased by not more than 3 years.

SECTION 11. 961.55 (8) of the statutes is renumbered 961.55 (8) (intro.) and amended to read:

961.55 (8) (intro.) The failure, upon demand by any officer or employee designated in s. 961.51 (1) or (2), of the person in occupancy or in control of land or premises upon which the species of plants are growing or being stored, to produce an any of the following constitutes authority for the seizure and forfeiture of the plants described in sub. (7):

(a) ~~An appropriate federal registration, or proof that the person is the holder thereof, constitutes authority for the seizure and forfeiture of the plants.~~

SECTION 12. 961.55 (8) (b) of the statutes is created to read:

961.55 (8) (b) Proof that the person is growing or storing the plants in accordance with the requirements, if any, imposed by the department of agriculture, trade and consumer protection under s. 94.55.

SECTION 13. 961.55 (9) of the statutes is created to read:

961.55 (9) If a crop intended to be industrial hemp, as defined in s. 94.55 (1), is tested for delta-9-tetrahydrocannabinol levels and the average concentration of delta-9-tetrahydrocannabinol in a whole dry plant is found to exceed 0.7 percent above the permissible limit for industrial hemp, the entire crop on the field where the plant was found shall be seized and destroyed. Before a crop is seized and destroyed under this subsection, the agency whose officers or employees intend to seize and destroy the crop shall provide, to the person licensed under s. 94.55 (3) to grow the crop or to the person's agent or employee, written documentation verifying the test results for the crop that is subject to seizure and destruction.

SECTION 14. 973.01 (2) (c) 2. a. of the statutes is amended to read:

973.01 (2) (c) 2. a. Sections 939.621, 939.632, 939.635, 939.645, 946.42 (4), 961.442, 961.46, and 961.49.

SECTION 15. Nonstatutory provisions.

(1) LEGISLATIVE FINDINGS. The legislature finds all of the following:

(a) That the Cannabis sativa plant used for the production of industrial hemp is separate and distinct from forms of Cannabis used to produce marijuana.

(b) That section 7606 of the federal farm bill of 2014, 7 USC 5940, allows states to establish agricultural pilot programs to study the growth, cultivation, or marketing of industrial hemp.

(c) That industrial hemp is used in products such as building materials, textiles, cordage, fiber, food, floor coverings, fuel, paint, animal feed, paper, particle board, plastics, seed meal, cosmetics, seed, oil, and yarn.

(d) That cannabidiol and hemp seed oil have the ability to provide relief for maladies, without psychotropic effect.

(e) That the growth, cultivation, and processing of industrial hemp will provide an alternate crop to vitalize the agricultural sector in this state and will provide production and processing jobs.

(2) EMERGENCY RULES. No later than the 90th day after the effective date of this subsection, the department of agriculture, trade and consumer protection shall, using the procedure under section 227.24 of the statutes, promulgate rules under section 94.55 (2) and (3) of the statutes. Notwithstanding section 227.24 (1) (a) and (3) of the statutes, the department is not required to provide evidence that promulgating a rule under this subsection as an emergency rule is necessary for the preservation of the public peace, health, safety, or welfare and is not required to provide a finding of emergency for a rule promulgated under this subsection. Notwithstanding section 227.24 (1) (c) and (2) of the statutes, emergency rules promulgated under this subsection remain in effect until July 1, 2020, or the date on which permanent rules take effect, whichever is sooner. Notwithstanding section 227.24 (1) (e) 1d. and 1g. of the statutes, for emergency rules promulgated under this subsection, the department is not required to prepare a statement of scope of the rules or to submit the proposed rules in final draft form to the governor for approval.

OPERATOR'S LICENSES FOR MARCH 11, 2019 TOWN BOARD

<u>Name</u>	<u>Address</u>	<u>Recommendation</u>
Hattie L. Hooks	N1721 Greenville Drive, Greenville	Approve
Deborah A. King	651 Paris Street, Menasha	Approve
Jessica E. Kettner	136 N. Badger Avenue, Appleton	Approve
Shayla Joles	215 W. Quincy Street, New London	Approve
Sak Lee	W6443 Rocky Mountain Drive, Greenville	Approve
Teresa Wilson	625 Olson, Unit #A, Appleton	Approve

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 6f
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: March 6, 2019
RE: Town of Greenville CTH CB Trail Conditional Use

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The Town of Greenville will be seeking a County Conditional Use permit to construct the trail extension from STH 96 to Levi Drive. The permit is needed to [perform grading within 300-ft of a navigable stream \(culvert pipe replacement\)](#)

As required under County Code of Ordinances, the Town Board is required to provide formal consent prior to issuance of a Conditional Use Permit.

STAFF RECOMMENDATION: If the Board is in agreement with the application, the following motion may be made: ***"Motion to approve and recommend granting the Conditional Use Permit for the Town of Greenville CTH CB Trail."***

POLICY/PLAN REFERENCE(S): NONE

FISCAL IMPACT: NONE

###

Attachments:

1. Outagamie County Application for Conditional Use Permit – CTH CB Trail

**OUTAGAMIE COUNTY, WISCONSIN
APPLICATION FOR CONDITIONAL USE PERMIT**

OFFICE USE ONLY

FILE NO. _____

Fee Paid _____

Town of _____

Tax Parcel # _____

The undersigned hereby makes application for a Conditional Use Permit for the work described and located herein. The undersigned agrees that all such work shall be done in accordance with all the regulations of the Zoning Ordinance and all other applicable laws and regulations of Outagamie County, and the State of Wisconsin.

Work consists of:	Underlying Zoning District <u>Industrial</u>
New Building _____	Shoreland Zoning District <u>Shoreland-Wetland</u>
Addition _____	Use of Structure <u>Transportation - County Road/Trail</u>
Repairs _____	Type of Construction <u>Multi-Use Path Construction</u>
Alteration _____	Lot Area <u>CTH 'CB' (CTH 96 - Levi Drive)</u>
Moving _____	Building Size <u>N/A</u> feet wide by <u>N/A</u> feet deep
Wrecking _____	Height <u>N/A</u> feet Number of stories <u>N/A</u>
Fill <u>X</u>	Approximate distance between Normal Highwater Mark and
Grading <u>X</u>	first inhabitable floor <u>N/A</u>
Pond _____	Setback from fronting highway <u>N/A</u>
Alter a Stream _____	Setback from other abutting highway <u>N/A</u>
	Regional Flood Elevation <u>Not known</u>

Dated: _____

Owner: Town of Greenville

Address: W6860 Parkview Drive
Greenville, WI 54942

Phone No. (920) 757-5151

Signature of Applicant (owner or agent)

Builder/Contractor (name and address)

To Be Determined

RECORDS

Permit Issued _____

Signed _____

Zoning Administrator

Work Started _____

Work Completed _____

Certificate of Compliance Issued _____

Permit Denied _____

For the following reasons: _____

Appealed to the Board of Adjustment _____

Appealed Heard _____

Decision: _____

INSPECTION

Inspected by _____

Date: _____

Remarks _____

Documents Required:

1. A copy of the development site plan (include legal description of the property).
2. A written recommendation from the town board (signed and dated).
3. Submit ten (10) copies of the attachments.

Submit to: Zoning Department * 410 S. Walnut Street * Appleton, WI 54911

TOWN OF Greenville
OUTAGAMIE COUNTY

I hereby certify that the Town Board of Greenville, at a legally convened Meeting of the Town Board held on the _____ day of _____, 20____, voted to **approve** or **deny** (please circle one) the following request:

- () Rezoning Request
- () Special Exception
- (X) Conditional Use
- () Variance
- () Appeal
- () Other

Petitioner: _____

File Number: _____

Dated

Town Clerk

**Return to: ZONING ADMINISTRATION
3RD FLOOR OUTAGAMIE CO ADMINISTRATION BLDG
410 S WALNUT ST
APPLETON WI 54911**

Retain a copy for Town's file.

Note: This form must accompany your application and must be filled out by the Town, and signed.

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 6g
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Tony Nowak, Director of Parks, Recreation and Forestry
Date: March 6, 2019
RE: Trash and Recycling Contract for Parks

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: Our three year contract with Advanced Disposal for trash and recycling service in the parks expires on April 30, 2019. New quotes were obtained for this service and the results are attached. Advanced Disposal provided the lowest quote for the service at \$319.70 per month. We have been satisfied with their service for the previous three years.

STAFF RECOMMENDATION: Staff recommends the Board approve entering into a three year contract with Advanced Disposal for trash and recycling services in the parks. If the Board is in agreement, the following motion may be made: ***"Motion to approve a three year contract with Advanced Disposal for trash and recycling services in the parks."***

POLICY/PLAN REFERENCE(S): N/A

FISCAL IMPACT:

Is there a fiscal impact? Yes, approximately \$2,557.60
Is it currently budgeted or planned? Yes, FY2019
Amount budgeted: \$3,325
Account #: 100-5520-290 Contracted Services

###

Attachments:

1. Trash and Recycling Contract Quote Results

Trash and Recycling Service - Quote Results 2019

		Advanced		Van's	Waste Management		Harter's
<u>Jennerjohn Park</u>							
2 yard trash	\$	44.85	\$	61.00	\$	55.00	\$ 48.00
<u>Community Park</u>							
6 yard trash	\$	80.50	\$	95.00	\$	85.00	\$ 100.00
6 yard recycling	\$	46.00	\$	54.00	\$	50.00	\$ 30.00
<u>Lions Park</u>							
2 yard trash	\$	44.85	\$	61.00	\$	55.00	\$ 48.00
6 yard trash	\$	69.00	\$	95.00	\$	85.00	\$ 100.00
4 yard recycling	\$	34.50	\$	44.00	\$	45.00	\$ 27.00
Total	\$	319.70	\$	410.00	\$	375.00	\$ 353.00

MEETING: Planning Commission

AGENDA ITEM #: 7a_____

DATE: February 25, 2019

ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Chairperson and Commission and Board Members
From: Michael J. D. Brown, Community & Economic Development Director
Date: February 18, 2019
RE: **CSM & Rezoning Part of Lot 1 of CSM 5337 from Two Family to General Commercial**

ACTION TYPE: This item is for possible Planning Commission and Town Board Approval/Denial.

BACKGROUND & SUMMARY: John Korth, property owner and applicant, has submitted an application to rezone Part of Lot 1 of CSM 5337 from Two Family to General Commercial and a CSM to combine 4 lots into one in order to develop a used car sales facility and automotive shop. The property is located on Hwy 15 on parcels 110014207, 110014208, 110014210, 110014211, is approximately 14.11 acres is zoned General Commercial and Two Family and is currently being used for agricultural purposes. The applicant/owner has also submitted a site plan for review in order to gain the necessary approvals at a future meeting.

SURROUNDING ZONING AND LAND USES:

	Existing Zoning	Existing Land Use
North	Agriculture	Residential
South	Agriculture	Residential
East	General Commercial	Commercial
West	Two Family and Ag	Residential

ITEMS FOR DISCUSSION:

1. Consistency with the Comprehensive Plan: The proposed rezoning is consistent with the Comprehensive Plan as future commercial.

STAFF RECOMMENDATION: Staff recommends the Commission approve the CSM and rezoning from Two Family to General Commercial.

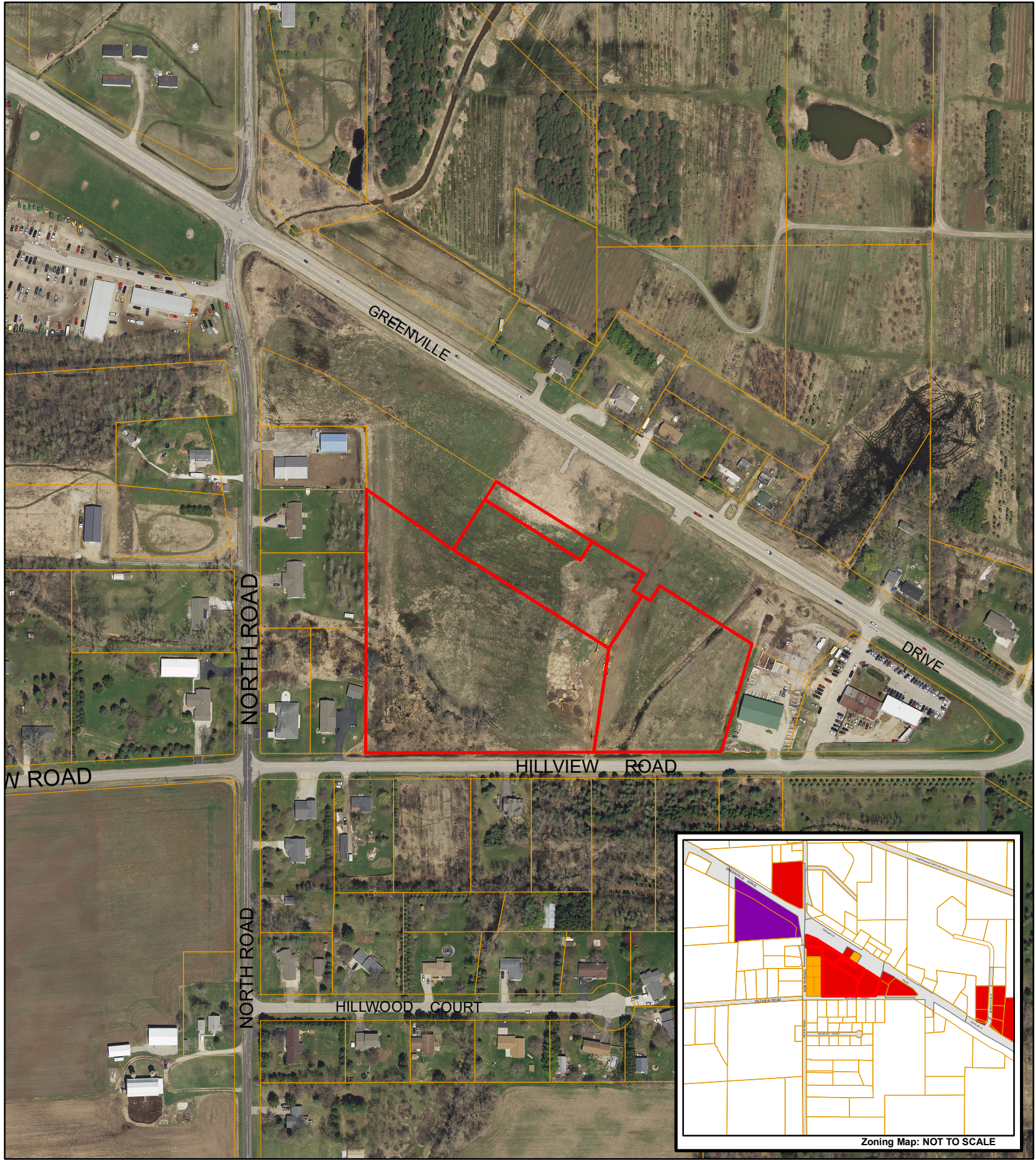
If the Commission is in agreement, the following motions may be made:

1. **Rezoning "Motion to recommend approval of Resolution 11-19 to the Town Board."**
2. **CSM "Motion to recommend approval of Resolution 12-19 to the Town Board."**

###

Attachments:

1. Aerial
2. Resolution 11-19
3. Resolution 12-19



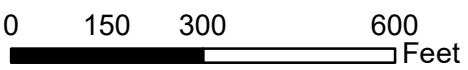
Zoning Map: NOT TO SCALE













Town of Greenville

2019_Greenville Auto CSM & Rezoning

 Project Location



Scale is approximate and is not based upon legally recorded or surveyed data.

- | Zoning | | | |
|-------------------------------------------------------------------------------------|-----------------------------|-------------------------------------------------------------------------------------|----------------------------------|
|  | GENERAL AGRICULTURE |  | PLANNED COMMERCIAL |
|  | SINGLE FAMILY RESIDENTIAL |  | NEIGHBORHOOD COMMERCIAL DISTRICT |
|  | TWO FAMILY RESIDENTIAL |  | BUSINESS PARK |
|  | MULTI-FAMILY RESIDENTIAL |  | AIRPORT DISTRICT |
|  | GENERAL COMMERCIAL DISTRICT |  | Parcel Boundary |

This map provides data containing geographic information about the Town of Greenville. The data was obtained from multiple sources and agencies. The Town of Greenville provides this information with the understanding that it is not guaranteed to be current, correct or complete and assumes no responsibility for the accuracy of this map or its use or misuse. The map is intended for use as a general reference only.

Resolution #11-19

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF GREENVILLE
APPROVING A REZONING FROM TWO FAMILY RESIDENTIAL TO GENERAL
COMMERCIAL LOCATED AT PARCEL 110014211 LOT 1 OF CSM 5337**

WHEREAS, a rezoning request has been applied for to Parcel 110014211 Lot 1 of CSM 5337 as shown on Exhibit A from Two Family Residential to General Commercial; and

WHEREAS, the Planning Commission has found the request to be consistent with the Town of Greenville’s Comprehensive Plan and recommended approval to the Town Board; and

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Greenville hereby finds that the request is consistent with the Town of Greenville’s Comprehensive Plan and therefore approves the rezoning request.

This resolution was adopted by the Town of Greenville Town Board on the 25th day of February, 2019:

TOWN BOARD OF THE
TOWN OF GREENVILLE, WISCONSIN

By: _____
Jack Anderson, Town Chairman

ATTEST:

Wendy Helgeson, Clerk

Motion to Approve Resolution No. #11-19 made by:

Votes:

Title	Name	Aye	Nay	Other
Supervisor	Culbertson			
Supervisor	Peters			
Supervisor	Strobel			
Supervisor	Woods			
Chairperson	Anderson			

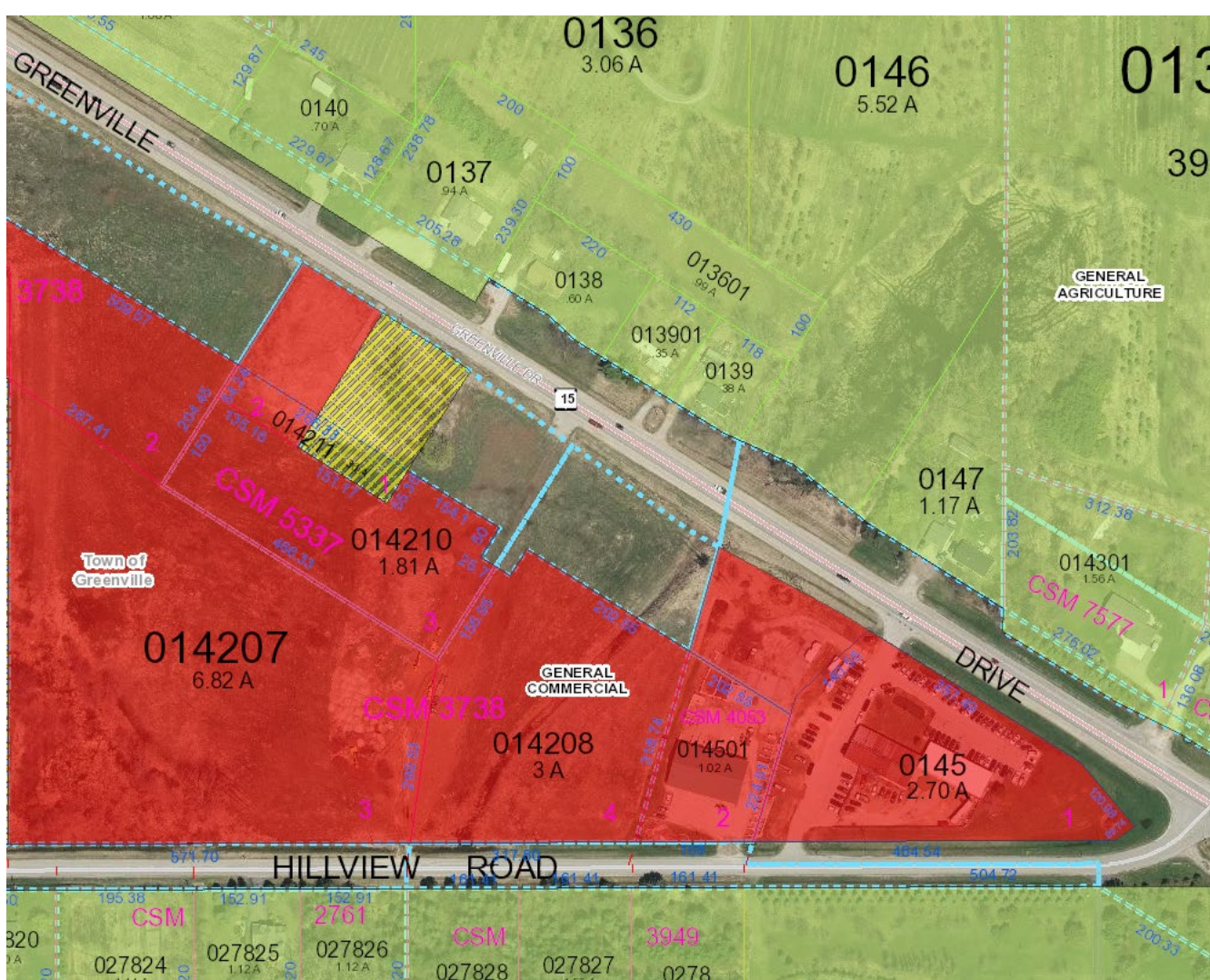
Posted:

Exhibit A

Part of Lot 1, of CSM 5337, located in part of the Southwest 1/4 off the Southwest 1/4 located in Section 04, T21N, R16E, Town of Greenville, Outagamie County, containing 8,330 Square Feet (0.1912 acres) of land more or less described as follows:

Commencing at the Southwest corner of said Section 4; thence, along the South line of said Southwest 1/4 of the Southwest 1/4, N00°07'24"E, 1113.84 feet; thence S57°57'50"E, 875.67 feet to the point of beginning; thence along the South right of way line of STH 15, S57°57'50"E, 151.16 feet; thence, along the West line of Lot 3 of CSM 5337, S32°14'47"W, 55.41 feet; thence, along the North line of Lot, N57°44'02"W, 151.20 feet; thence, along the East line of Lot 2 of said CSM 5337, N32°17'33"E 54.80 feet to the point of beginning.

The above description is intended to be Lot 1 of Certified Survey 5337 less right of way acquired by Wisconsin Department of Transportation.



Resolution #12-19

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF GREENVILLE
APPROVING A CERTIFIED SURVEY MAP LOCATED AT PARCELS 110014207,
110014208, 110014210 and 110014211**

WHEREAS, a CSM request has been applied for a land division located parcels 110014207, 110014208, 110014210, 110014211 as shown on Exhibit A; and

WHEREAS, the approval shall be conditioned on the following:

1. The CSM shall be in compliance with all town ordinances prior to town signature.

WHEREAS, the certified survey map shall expire and become null and void within 6 months of final approval if not recorded;

NOW, THEREFORE, BE IT RESOLVED that the Town Board of the Town of Greenville hereby approves the CSM as shown on Exhibit A.

This resolution was adopted by the Town of Greenville Town Board on the 11th day of February 2019:

TOWN BOARD OF THE
TOWN OF GREENVILLE, WISCONSIN

By: _____
Jack Anderson, Town Chairman

ATTEST:

Wendy Helgeson, Clerk

Motion to Approve Resolution No. #12-19 made by:

Votes:

Title	Name	Aye	Nay	Other
Supervisor	Culbertson			
Supervisor	Peters			
Supervisor	Strobel			
Supervisor	Woods			
Chairperson	Anderson			

Posted:

Certified Survey Map No. _____

Part of Lots 1, 2 and 3 of CSM 5337; all of Lot 3 and 4 of CSM 3738,
all being located in part of the Southwest 1/4 of the Southwest 1/4 of
Section 4, Township 21 North, Range 16 East,
Town of Greenville, Outagamie County, Wisconsin.

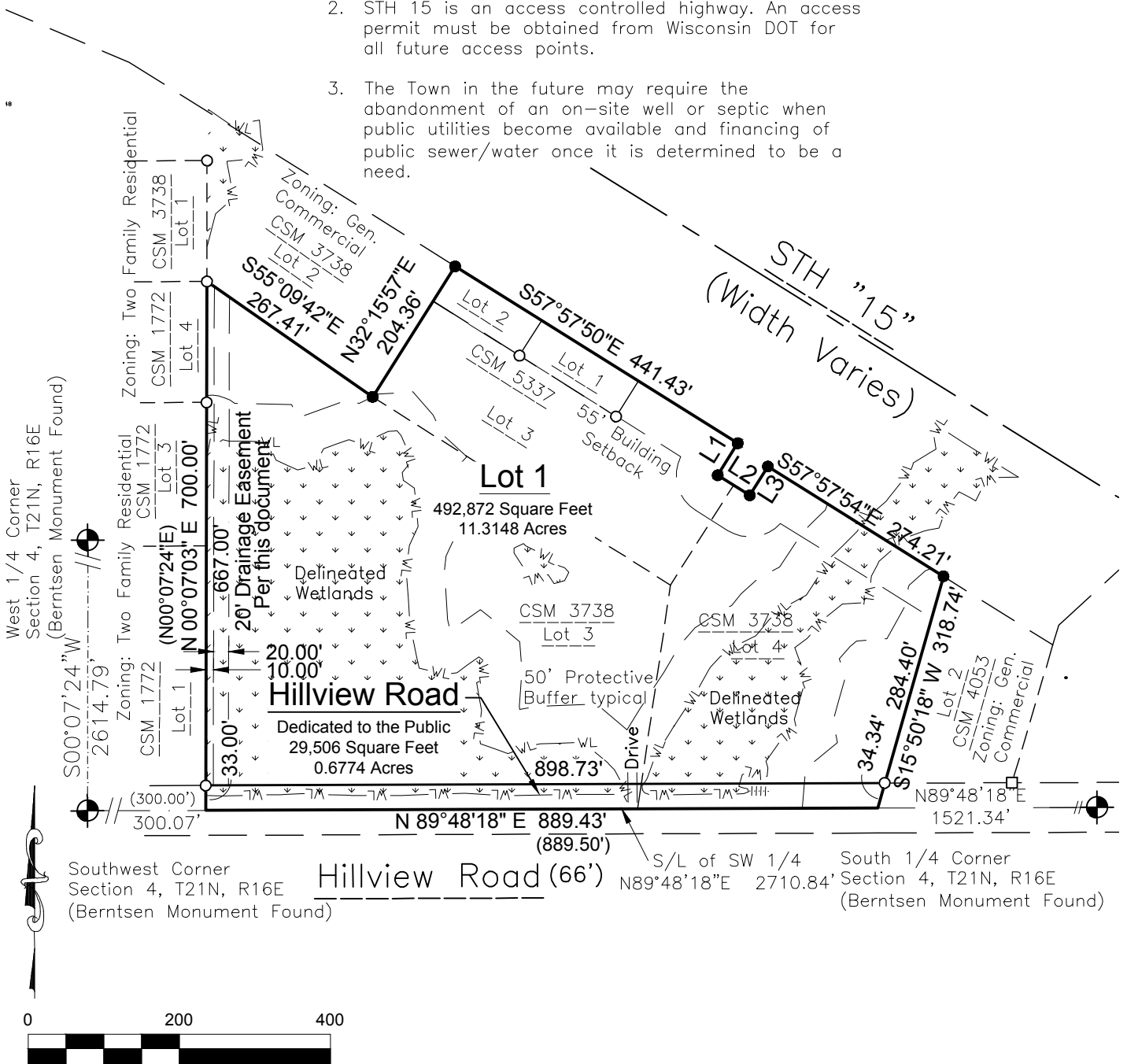
LEGEND

- 3/4" x 18" Steel Rebar @ 1.50lbs/LF SET
- △ 1/4" Rebar Found
- 3/4" Rebar Found
- 1" Iron Pipe Found
- ⊕ Government Corner

LINE TABLE		
LINE	BEARING	DISTANCE
L1	S 32°02'06" W	50.00'
L2	S 57°57'54" E	50.00'
L3	N 32°02'06" E	45.00'

Notes:

1. Wetland Delineation shown per report prepared dated July 31 2018, prepared by Travis Stuck, Assured Delineator.
2. STH 15 is an access controlled highway. An access permit must be obtained from Wisconsin DOT for all future access points.
3. The Town in the future may require the abandonment of an on-site well or septic when public utilities become available and financing of public sewer/water once it is determined to be a need.



Bearings are referenced to the
S/L of the Southwest 1/4, Section 4, T21N-R16E
assumed to bear N89°48'18"E, base on the
Outagamie County Coordinate System.

James R. Sehloff Professional Land Surveyor No. S-2692 Date



Davel Engineering & Environmental, Inc.

Civil Engineers and
Land Surveyors
1811 Racine Street
Menasha, Wisconsin
Ph. 920-991-1866, Fax 920-830-9595

Survey for:
John Korth, Greenville Auto & RV
N2121 Greenville Drive
Hortonville, WI Zip 54944

Drafted by: jim
Sheet : 1 of 4

Certified Survey Map No. _____

Part of Lots 1, 2 and 3 of CSM 5337; all of Lot 3 and 4 of CSM 3738, all being located in part of the Southwest 1/4 of the Southwest 1/4 of Section 4 , Township 21 North, Range 16 East, Town of Greenville, Outagamie County, Wisconsin.

Surveyor's Certificate

I, James R. Sehloff, Professional land surveyor, hereby certify: That in full compliance with the provisions of Chapter 236 of the Wisconsin Statutes and the subdivision regulations of the Town of Greenville and Outagamie County, and under the direction of John S. & Susan M. Korth, the property owners of said land, I have surveyed, combined and mapped this Certified Survey Map; that such map correctly represents all exterior boundaries and the subdivision of the land surveyed; and that this land is part of Lots 1, 2 and 3 of CSM 5337; all of Lot 3 and 4 of CSM 3738, all being located in part of the Southwest 1/4 of the Southwest 1/4 of Section 4 , Township 21 North, Range 16 East, Town of Greenville, Outagamie County, Wisconsin, containing 522,377 Square Feet (11.9921 Acres) of land described as follows:

Commencing at the Southwest corner of Section 4; thence, along the South line of the Southwest 1/4 of said Section 4, N89°48'18"E, 300.07 feet to the point of beginning; thence, along the East line of CSM 1772, N00°07'03"E, 700.00 feet to South line of Lot 2 CSM 3738; thence, along said South line, S55°09'42"E, 267.41 feet; thence, along the East line of said Lot 2, N32°15'57"E, 204.36 feet to the South right of way line of STH 15; thence, along said South right of way line, S57°57'50"E, 441.43 feet; thence, continuing along said South right of way line, S32°02'06"W, 50.00 feet; thence, continuing along said South right of way line, S57°57'54"E, 50.00 feet; thence, continuing along said South right of way line, N32°02'06"E, 45.00 feet; thence, continuing along said South right of way line, S57°57'54"E, 274.21 feet; thence, along the West line of Lot 2 CSM 4053, S15°50'18"W, 318.74 feet to the said South line of Southwest 1/4; thence, along the said South line, S89°48'18"W, 889.43 feet to the point of beginning, subject to all easements, and restrictions of record.

Given under my hand this _____ day of _____, _____.

James R. Sehloff, Wisconsin Professional Land Surveyor No. S-2692

Right to Farm Statement:

The lots created on this map are adjacent to properties that, as of the date of this document , are being used for agricultural purposes. Some individuals believe that the activities associated with the agricultural use constitute a nuisance or conflict with the quiet enjoyment of their property. This statement is intended to provide third parties with notice that agricultural activities may exist on the adjacent properties.

Drain Tile Statement:

Any agricultural drain tile which is disturbed, cut or broken as part of the development of the CSM or excavation for construction must be repaired and/or relocated to allow for the drain tile to continue to drain as originally designed. The cost of repair and/or replacement of the drain tile must be borne by the party damaging the drain tile.

Department of Development & Land Services Approval Certificate

Resolved, that this certified survey map in the Town of Greenville, Outagamie County, John S. & Susan M. Korth, the property owners, is hereby approved by Outagamie County.

Department Representative

Date

Certified Survey Map No. _____

Part of Lots 1, 2 and 3 of CSM 5337; all of Lot 3 and 4 of CSM 3738, all being located in part of the Southwest 1/4 of the Southwest 1/4 of Section 4 , Township 21 North, Range 16 East, Town of Greenville, Outagamie County, Wisconsin.

Owners' Certificate

As the property owners, we hereby certify that we caused the land described on this certified survey map to be surveyed, combined, mapped and dedicated all as shown and represented on this map.

We do further certify this plat is required by s.236.10 or s.236.12 to be submitted to the following for approval or objection:

Outagamie County Department of Development & Land Services
Town of Greenville

Dated this _____ day of _____, 20_____

John S. Korth, Owner

Susan M. Korth, Owner

State of Wisconsin)
)SS
_____ County)

Personally came before me on the _____ day of _____, 20_____, the above the property owner(s) to me known to be the persons who executed the foregoing instrument and acknowledge the same.

_____ My Commission Expires _____
Notary Public, Wisconsin

Treasurers' Certificate

We, being the duly elected, qualified and acting Treasurers' of the Town of Greenville and Outagamie County, do hereby certify that in accordance with the records in our office, there are no unredeemed tax sales and unpaid taxes, or special assessments on and of the land included in this certified survey map.

Town Treasurer

Date

County Treasurer

Date

James R. Sehloff Professional Land Surveyor No. S-2692 Date

Certified Survey Map No. _____

Part of Lots 1, 2 and 3 of CSM 5337; all of Lot 3 and 4 of CSM 3738, all being located in part of
the Southwest 1/4 of the Southwest 1/4 of Section 4 , Township 21 North, Range 16 East,
Town of Greenville, Outagamie County, Wisconsin.

Town of Greenville Approval Certificate

Resolved, that this certified survey map in the Town of Greenville, Outagamie County, John S. & Susan M. Korth, the property owner, is hereby approved by the Town of Greenville.

Chairman

Date

I hereby certify that the foregoing is a copy of a resolution adopted by the Town Board of the Town of Greenville.

Clerk

Date

This Certified Survey Map is contained wholly within the property described in the following recorded instruments:

Property owners of record:
John S. & Susan M. Korth

Recording Information:
Doc. 1689737
Doc. 1689737
Doc. 2126978
Doc. 2086895

Parcel Number(s):
110014207 (CSM3738 Lot 3)
110014208 (CSM3738 Lot 4)
110014211 (CSM5337 Lot 1 & 2)
110014210 (CSM5337 Lot 3)

James R. Sehloff Professional Land Surveyor No. S-2692 Date

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 9b
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Joel Gregozeski, Town Administrator
Date: February 6, 2019
RE: **Eligibility List – Full-time Firefighter/First-Responder**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The 2019 Town Budget includes funding for an additional full-time firefighter/first responder. Funding for the position is allocated for a July 1, 2019 start date. In order to fill the position, authorization from the Town Board is needed to begin establishing an eligibility list.

The Town Board is responsible for determining if allocating the necessary financial resources to support this position is appropriate. If funding is approved and authorized, the Fire Commission is then responsible for the following:

- Approve all appointments made by the Chief, including the promotion of subordinates. (Sec. 62.13(4)(a), Wis. Stats.).
- Approve competitive examinations used to judge suitability for appointment of subordinates (Sec. 62.13(4)(d), Wis. Stats.).
- Approve each list of individuals determined to be eligible for appointment. (Sec. 62.13(4)(a), Wis. Stats.).

The Fire Commission is scheduled to meet on March 19, 2019 to review and possibly approve standard operating guidelines to make appointments, establish examination procedures and determine eligibility requirements. Regardless of whether funding is provided, the Fire Commission plans to review and possibly approve these items to establish procedures going forward.

Again, the Town Board is not involved in determining the examination process or who the Town ultimately hires. This is the statutory responsibility of the Fire Commission. Rather, the Town Board is responsible in determining if the funding is available and justified to support this position.

STAFF RECOMMENDATION: The approved 2019 Budget includes funding of a full-time Firefighter/First-Responder; staff is recommending the creation of an eligibility list for an additional full-time firefighter/first-responder based on the 2019 Budget. If the Board is in agreement, the following motion may be made: **"Motion to approve funding and establishing an eligibility list for a full-time firefighter/first-responder to begin no sooner than July 1, 2019."**

POLICY/PLAN REFERENCE(S):

- Town of Greenville Municipal Code §37-8 C

JDG

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Attachments:

1. Draft Job Description – Firefighter/First Responder (To be approved by Fire Commission on 3/19/19).



JOB DESCRIPTION

POSITION TITLE: Firefighter/First Responder
REPORTS TO: Deputy Fire Chief
EMPLOYMENT CLASSIFICATION: Full-Time

DEPARTMENT: Fire & EMS
FLSA CATEGORY: Non-Exempt
PAY TYPE: Hourly – Grade 5

POSITION SUMMARY

Working with an emphasis on fire safety education, fire inspection and prevention, efficient and effective department organization, emergency medical response, and fire suppression to help ensure the health, safety and well-being of the residents of the Town of Greenville.

ESSENTIAL DUTIES AND RESPONSIBILITIES

- Fire safety inspections on commercial buildings and businesses, including follow-ups and closeouts and prepares pre-fire plans for commercial buildings.
- Responds to fire calls and operates fire apparatus and equipment. Responds to EMS calls as a first responder.
- Performs fire prevention education tasks and prepares and delivers presentations and demonstrations.
- Prepares and submits a variety of reports including incident reports, inspection reports, and accident reports.
- Performs administrative support tasks.

Equipment & Apparatus

- Light truck maintenance including part replacement, cleaning and coordinating repairs.
- Checks apparatus and equipment for defects and correct operation, and maintains equipment and apparatus in a state of readiness.

Community & Board Relations

- Assists the building inspection with fire code inquiries.
- Participates on Town committees.
- Membership with the AREA 7 local fire inspectors association.
- Member of the Wisconsin State Fire Inspectors Association.

General Management

- Data entry.
- Writes grants for the fire department to attain funding for non-budgeted projects.
- Be present for emergency standby when the Water Department does a chlorine tank change.
- Assist the Water Department with periodic lift station maintenance.

ESSENTIAL KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of

- Operational characteristics, services, and activities of a Fire & EMS department.
- Knowledge of accepted firefighting tactics and rescue protocols.
- Knowledge of hazardous materials management strategies.
- Knowledge of the National Incident Management System and the incident command system.
- Organizational, Instructional, and Problem-solving skills.
- Pertinent Federal, State, and local laws, codes, and regulations.
- Driving fire apparatus and general mechanical skills.
- Familiarity with firefighting equipment and apparatus.

Ability to

- Prepare clear and concise reports.
- Interpret and apply Federal, State, and local policies, procedures, laws, and regulations.
- Communicate clearly and concisely, both orally and in writing.
- Follow safety procedures.
- Ability to be professional in appearance and actions.
- Ability to think clearly and react effectively in emergency situations.
- Ability to understand and follow oral or written instructions.
- Ability to use reason and good judgement in dealing with all kinds of people and situations.
- Effectively utilize computer applications and technology related to the work.
- Utilize a variety of advisory data such as fire inspection forms, building plans, sprinkler diagrams, UST/AST reports, DOT emergency response manual, technical operating manuals, procedures, guidelines, equipment maintenance reports, DILHR codes, NFPA codes, IFSTA manuals, policy handbook.
- Analyze data and information using established criteria.
- Establish and maintain effective working relationships with those contacted in the course of work, including Town and other government officials, community groups, the general public, and media representatives.
- Advise and provide interpretation to others how to apply policies, procedures and standards to specific situations.

REQUIRED EXPERIENCE, EDUCATION AND TRAINING

- Minimum of one (1) year of firefighting experience. Such experience would normally be gained after attaining the licenses or certifications listed below. Graduation from an accredited technical college with an associate's or higher degree in fire science or related field is preferred.
- Knowledge of Federal, State, and Local fire prevention, building, and fire inspection codes; the plan review process; and code enforcement.
- Other combinations of training and/or experience that can be demonstrated to result in the knowledge, skills, and abilities necessary to perform the duties of this position will also be considered.
- Possess and maintain a valid Driver License during entire course of employment
- Firefighter I (State of Wisconsin Certification or equivalent).
- Fire Inspector I (State of Wisconsin Certification or equivalent) within one year of position assignment.
- Driver Operator-Pumper (State of Wisconsin Certification or equivalent) within two years of position assignment.
- Emergency Medical Responder (State of Wisconsin Certification or equivalent) within one year of position assignment.
- National Incident Command System (NIMS) ICS-100, 200, 700) within one year of position assignment..
- Ability to operate all Fire Department apparatus and equipment.
- Completion of a 12 month probationary period.

PHYSICAL DEMANDS

- Ability to climb ladders and work at considerable heights.
- Ability to work in personal protective clothing that restricts movement and vision.
- Ability to wear self-contained breathing apparatus and work in hazardous environments.
- Very heavy work: exerting in excess of 100 pounds of force occasionally, and/or in excess of 50 pounds of force frequently, and/or in excess of 20 pounds of force constantly to move objects.
- Work environment: Both inside and outside. A job is considered "both" if the activities occur inside or outside in approximately equal amounts. Routinely exposed to weather, elevated temperatures, and wet or humid conditions. Occasionally exposed to extreme heat, freezing cold, or other hazards that pose a risk of bodily injury. Occasional exposure to smoke, odors, toxic conditions, dust, poor ventilation, vibrations, and noise.

The Town of Greenville is an Equal Opportunity Employer. In compliance with the Americans with Disabilities Act, the Town will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with the employer.

This job description is intended to describe the functions and minimum requirements for the performance of this job. It is not to be construed as an exhaustive statement of all duties, responsibilities or requirements. In addition, the Town reserves the right to add, change or delete functions of this position at any time. This job description supersedes all previous job descriptions for this position.

Fire Commission Approval:

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 9c
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: March 11, 2019
RE: Julius Drive Reconstruction

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: As the Town of Greenville continues to grow to the west, Julius Dr. (Spring Rd. - School Rd.) becomes a more utilized road for vehicle and pedestrian traffic. By installing bike lanes on this section of Julius Dr., the Town can provide a safe means of movement for pedestrian users. By constructing bike lanes on Julius Dr. (Spring Rd. - School Rd.), this will help provide a connection from the proposed trail along STH 15 and the trail that crosses School Rd. by the YMCA. This would also connect in with a future planned bike paths along School Rd. (STH 76 - Julius Dr.)

As approved in the CIP Budget, Julius Dr. will be reconstructed to two 12 ft. travel lanes with two 5 ft. bike lanes. The project would consist of pulverizing the existing road, grading and widening the road and reshaping the ditches to accommodate the new width of the road. New culverts throughout the project will be installed to insure proper drainage. Engineering consisted of a topo survey, design cross sections and bidding documents.

This project was placed out to bid on February 1, 2019 and the Town received six bids. On February 21, 2019, the Town opened bids from RC Excavating, Inc., Northeast Asphalt, Inc., Reylco, Inc., MCC, Inc., Peters Concrete Company, and Kopplin and Kinas Colne. RC Excavating presented the lowest bid at \$897,075.41 while still meeting all of the qualification making them the recommended contractor for this project.

STAFF RECOMMENDATION: Staff recommends the Board approve as proposed. If the Board is in agreement, the following motion may be made: ***"Motion to award the Julius Drive Reconstruction contract to RC Excavating, Inc. for \$897,075.41."***

POLICY/PLAN REFERENCE(S):

1. Town Purchasing Policy – Adopted August 2017

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$897,075.41

Is it currently budgeted or planned? Yes

Amount budgeted: \$1,156,404.00

Account #: 400-5730-820 (1922)

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Attachments:

1. Bid Tab Comparison
2. RC Excavating, Inc Bid
3. MCC, Inc Bid
4. Northeast Asphalt, Inc Bid
5. Kopplin and Kinas Colne Bid
6. Peters Concrete Company Bid
7. Relyco, Inc Bid

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM - ADDENDUM 2

Total Amount of Bid \$ 5897,075.41
Contractor's Name RC EXCAVATING, INC.
Telephone (920) 434-1552

PROJECT IDENTIFICATION: Julius Drive Reconstruction - TRID
School Road to Spring Road
Town of Greenville, Outagamie County, Wisconsin
SEH No. GREEV 138699

BIDS DUE: 4:00 p.m., Thursday, February 21, 2019

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ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to: **Town of Greenville**
W6860 Parkview Drive
Greenville, WI 54942
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
<u>1</u>	<u>2-15-19</u>
<u>2</u>	<u>2-20-19</u>
_____	_____

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER'S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.		Bid Price
			Quantity	Bid Unit Price	
201.0105	Clearing	STA	5	\$ <u>85.00</u>	\$ <u>425.00</u>
201.0205	Grubbing	STA	5	\$ <u>170.00</u>	\$ <u>850.00</u>
203.0100	Removing Small Pipe Culverts	EACH	33	\$ <u>125.00</u>	\$ <u>4,125.00</u>
204.0150	Removing Curb and Gutter	LF	168	\$ <u>3.00</u>	\$ <u>504.00</u>
205.0100	Excavation Common	CY	13,240	\$ <u>5.75</u>	\$ <u>76,130.00</u>
213.0100	Finishing Roadway (Project)	EACH	1	\$ <u>2,500.00</u>	\$ <u>2,500.00</u>
305.0110	Base Aggregate Dense 3/4-inch	TON	995	\$ <u>18.00</u>	\$ <u>17,910.00</u>
305.0120	Base Aggregate Dense 1 1/4-inch	TON	19,309	\$ <u>10.25</u>	\$ <u>197,917.25</u>
312.0115	Select Crushed Material	CY	540	\$ <u>26.00</u>	\$ <u>14,040.00</u>
416.0160	Concrete Driveway 6-inch	SY	224	\$ <u>46.50</u>	\$ <u>10,416.00</u>
455.0605	Tack Coat	GAL	1,359	\$ <u>3.70</u>	\$ <u>5,028.30</u>
460.5223	HMA Pavement 3 LT 58-28 S	TON	2,854	\$ <u>56.30</u>	\$ <u>160,680.20</u>
460.5224	HMA Pavement 4 LT 58-28 S	TON	2,219	\$ <u>58.25</u>	\$ <u>129,256.75</u>
465.0105	Asphaltic Surface	TON	68	\$ <u>105.00</u>	\$ <u>7,140.00</u>
465.0315	Asphaltic Flumes	SY	90	\$ <u>62.00</u>	\$ <u>5,580.00</u>
521.1018	Apron Endwalls for Culvert Pipe Steel 18-inch	EACH	26	\$ <u>255.00</u>	\$ <u>6,630.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
521.1708	Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to 1	EACH	18	\$ <u>1,650.00</u>	\$ <u>29,700.00</u>
521.3118	Culvert Pipe Corrugated Steel 18-inch	LF	424	\$ <u>31.00</u>	\$ <u>13,144.00</u>
521.3735	Pipe Arch Corrugated Steel 35-inch by 24-inch	LF	344	\$ <u>51.00</u>	\$ <u>17,544.00</u>
522.0418	Culvert Pipe Reinforced Concrete Class IV 18-inch	LF	488	\$ <u>48.00</u>	\$ <u>23,424.00</u>
522.0424	Culvert Pipe Reinforced Concrete Class IV 24-inch	LF	160	\$ <u>57.00</u>	\$ <u>9,120.00</u>
522.0436	Culvert Pipe Reinforced Concrete Class IV 36-inch	LF	168	\$ <u>77.00</u>	\$ <u>12,936.00</u>
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-inch 18-inch	EACH	14	\$ <u>755.00</u>	\$ <u>10,570.00</u>
522.1024	Apron Endwalls for Culvert Pipe Reinforced Concrete 24-inch 24-inch	EACH	6	\$ <u>805.00</u>	\$ <u>4,830.00</u>
522.1036	Apron Endwalls for Culvert Pipe Reinforced Concrete 36-inch 36-inch	EACH	4	\$ <u>1,155.00</u>	\$ <u>4,620.00</u>
601.0582	Concrete Curb and Gutter 4-inch Sloped 36-inch Type T	LF	1,005	\$ <u>18.25</u>	\$ <u>18,341.25</u>
606.0300	Riprap Heavy	CY	8	\$ <u>82.00</u>	\$ <u>656.00</u>
611.0420	Reconstructing Manholes	EACH	1	\$ <u>500.00</u>	\$ <u>500.00</u>
611.0430	Reconstructing Inlets	EACH	2	\$ <u>465.00</u>	\$ <u>930.00</u>
611.9800.S	Pipe Grates	EACH	4	\$ <u>1,200.00</u>	\$ <u>4,800.00</u>
619.1000	Mobilization	EACH	1	\$ <u>6,000.00</u>	\$ <u>6,000.00</u>
624.0100	Water	MGAL	191	\$ <u>25.00</u>	\$ <u>4,775.00</u>
625.0500	Salvaged Topsoil	SY	11,800	\$ <u>1.00</u>	\$ <u>11,800.00</u>
627.0200	Mulching	SY	12,600	\$ <u>0.20</u>	\$ <u>2,520.00</u>
628.1504	Silt Fence	LF	3,090	\$ <u>2.05</u>	\$ <u>6,334.50</u>
628.1520	Silt Fence Maintenance	LF	3,090	\$ <u>0.25</u>	\$ <u>772.50</u>
628.1905	Mobilizations Erosion Control	EACH	2	\$ <u>155.00</u>	\$ <u>310.00</u>
628.1910	Mobilizations Emergency Erosion Control	EACH	2	\$ <u>105.00</u>	\$ <u>210.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
628.2008	Erosion Mat Urban Class I Type B	SY	3,070	\$ <u>1.87</u>	\$ <u>5,740.90</u>
628.7005	Inlet Protection Type A	EACH	4	\$ <u>112.00</u>	\$ <u>448.00</u>
628.7015	Inlet Protection Type C	EACH	4	\$ <u>55.00</u>	\$ <u>220.00</u>
628.7504	Temporary Ditch Checks	LF	120	\$ <u>10.10</u>	\$ <u>1,212.00</u>
628.7570	Rock Bags	EACH	20	\$ <u>12.15</u>	\$ <u>243.00</u>
629.0210	Fertilizer Type B	CWT	20	\$ <u>60.60</u>	\$ <u>1,212.00</u>
630.0130	Seeding Mixture No. 30	LB	190	\$ <u>6.60</u>	\$ <u>1,254.00</u>
630.0140	Seeding Mixture No. 40	LB	190	\$ <u>6.60</u>	\$ <u>1,254.00</u>
630.0200	Seeding Temporary	LB	560	\$ <u>2.55</u>	\$ <u>1,428.00</u>
634.0614	Posts Wood 4-inch by 6-inch by 14-feet	EACH	30	\$ <u>61.00</u>	\$ <u>1,830.00</u>
637.2210	Signs Type II Reflective H	SF	162.76	\$ <u>20.20</u>	\$ <u>3,287.75</u>
637.2230	Signs Type II Reflective F	SF	24.75	\$ <u>23.25</u>	\$ <u>575.44</u>
638.2102	Moving Signs Type II	EACH	13	\$ <u>75.75</u>	\$ <u>984.75</u>
638.2602	Removing Signs Type II	EACH	14	\$ <u>31.00</u>	\$ <u>434.00</u>
638.3000	Removing Small Sign Supports	EACH	14	\$ <u>31.00</u>	\$ <u>434.00</u>
643.5000	Traffic Control	EACH	1	\$ <u>6,000.00</u>	\$ <u>6,000.00</u>
645.0120	Geotextile Type HR	SY	12	\$ <u>6.00</u>	\$ <u>72.00</u>
645.0140	Geotextile Type SAS	SY	25,000	\$ <u>1.00</u>	\$ <u>25,000.00</u>
646.1020	Marking Line Epoxy 4-inch	LF	17,280	\$ <u>0.46</u>	\$ <u>7,948.80</u>
646.5020	Marking Arrow Epoxy	EACH	16	\$ <u>101.00</u>	\$ <u>1,616.00</u>
646.5120	Marking Word Epoxy	EACH	8	\$ <u>111.00</u>	\$ <u>888.00</u>
648.0100	Locating No-Passing Zones	MI	1	\$ <u>1,515.00</u>	\$ <u>1,515.00</u>
650.4500	Construction Staking Subgrade	LF	5,607	\$ <u>0.01</u>	\$ <u>56.07</u>
650.5000	Construction Staking Base	LF	5,607	\$ <u>0.15</u>	\$ <u>841.05</u>
650.5500	Construction Staking Curb Gutter and Curb and Gutter	LF	1,005	\$ <u>0.50</u>	\$ <u>502.50</u>
650.6000	Construction Staking Pipe Culverts	EACH	33	\$ <u>50.00</u>	\$ <u>1,650.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
650.9910	Construction Staking Supplemental Control	LS	1	\$ <u>250.00</u>	\$ <u>250.00</u>
650.9920	Construction Staking Slope Stakes	LF	5,807	\$ <u>0.40</u>	\$ <u>2,322.80</u>
690.0150	Sawing Asphalt	LF	1,051	\$ <u>1.60</u>	\$ <u>1,681.60</u>
690.0250	Sawing Concrete	LF	102	\$ <u>2.00</u>	\$ <u>204.00</u>
SPV.0090.01	Special Drain Tile Exploration and Repair	LF	200	\$ <u>15.00</u>	\$ <u>3,000.00</u>
TOTAL BID PRICE				\$ <u>897,075.41</u>	

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
 - A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

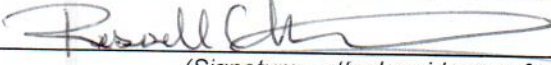
(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: RC EXCAVATING, INC. (SEAL)

State of Incorporation: WI

Type (General Business, Professional, Service, Limited Liability): General Business

By: 
(Signature - attach evidence of authority to sign)

Name (typed or printed): Russell Chrisman

Title: President (CORPORATE SEAL)

Attest: 
(Signature of Corporate Secretary)

Date of Qualification to do business in Wisconsin is 1/3/2003
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: 3125 BIRCH RD SUITE D
SUAMICO, WI 54173

Phone: (920) 434-1552 Facsimile: (920) 434-9637 E-mail: russ@rcexcavating.net

Submitted on 2-21, 2019

State Contractor License No. N/A (If applicable)

LIST OF PROPOSED SUBCONTRACTORS

Company MCC Telephone No. (920) 749-3360
Name of Contact NEAL RABIDEAU
Address PO BOX 1137 APPLETON, WI 54912
Type of Construction ASPHALT

Company SUMMERS CONST. Telephone No. (920) 986-3301
Name of Contact ARRON SUMMERS
Address W7841 SMITH ST SHEGTON, WI 54170
Type of Construction CONCRETE

Company CENTURY FENCE Telephone No. (262) 547-3331
Name of Contact JASON VOELKER
Address PO BOX 727 PEWAUKEE, WI 53072
Type of Construction PAVE MARKING

Company STORM COMPANIES Telephone No. (920) 375-0529
Name of Contact GREG FELTON
Address PO BOX 3385 OSHKOSH, WI 54903
Type of Construction TRAFFIC CONTROL

Company HIGHWAY LANDSCAPERS Telephone No. (920) 759-1701
Name of Contact TIM PAGEL
Address 1900 BOHM DR LITTLE CHUTE, WI 54140
Type of Construction LANDSCAPING

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

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LIST OF PROPOSED SUPPLIERS

Company NORTHEAST ASPHALT, INC. Telephone No. (920) 757- 2900
Name of Contact PAUL BUDZYNSKI
Address W6380 Design Dr Greenville, WI 54942
Material/Equipment to be Supplied Stone

Company GB Highway Products Telephone No. (920) 499-3255
Name of Contact Brian Finley
Address 1501 Paulsen Rd Green Bay, WI 54313
Material/Equipment to be Supplied culverts

Company Black White Telephone No. (920) 432-6438
Name of Contact Rick Moynihan
Address 1425 S. Ashland Ave Green Bay, WI 54304
Material/Equipment to be Supplied Fabric

Company County Materials Telephone No. (920) 494- 3436
Name of Contact Rick Gerrol
Address 2448 Century Rd Green Bay, WI 54307
Material/Equipment to be Supplied concl pipe

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

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DOCUMENT 00 44 14

PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency TOWN OF GRAND CHUTE
Description of Work N. GILLET ST RECONSTRUCTION
Agency Representative KATIE SCHWARTZ
Title DIRECTOR OF PUBLIC WORKS Phone (920) 832-1581 Date of Contract MARCH 2018
2. Contracting Agency CITY OF DEPERE - SUB TO DEGROOT
Description of Work CONTRACT 18-02
Agency Representative ERIC RAKERS
Title CITY ENGINEER Phone (920) 339-4060 Date of Contract MARCH 2018
3. Contracting Agency WISDOT - SUB TO DEGROOT
Description of Work STURGEON BAY - CTH C
Agency Representative CHAD SHEFCHIK-CITY STURGEON BAY
Title DIR. OF PUBLIC WORKS Phone (920) 493-1039 Date of Contract JAN 2018
4. Contracting Agency CITY OF MONTO - SUB TO DORNER
Description of Work MCDONALD ST
Agency Representative MARK SCHUSTER - ROBERT E LEE
Title Project Engineer Phone (920) 662-9641 Date of Contract MARCH 2018
5. Contracting Agency CITY OF OSHKOSH - SUB TO DORNER
Description of Work CONTRACT 17-05
Agency Representative DAN GABRILSKA
Title Civil Engineer Phone (920) 236-5065 Date of Contract MARCH 2017

Name of Bidder RC EXCAVATING, INC.
By Matthew Athey, P.E.

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AFFIDAVIT OF NON-COLLUSION

STATE OF Wisconsin

COUNTY OF Brown

I Hereby swear (or affirm) under the penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this

21st day of February, 2019

Pennee A Christman
Notary



(Seal)

[Signature]
Bidder's Signature

president
Title

RC Excavating, Inc.
Company

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2633 Quail Lane - Suamico, WI 54173
(920) 434-1552 Fax (920) 434-9637

An Equal Employment Opportunity Employer

May 1st, 2018

Russell Chrisman or Pennee Chrisman are authorized to sign for RC Excavating, Inc.

Russell Chrisman

A handwritten signature in cursive script that reads "Russell Chrisman".

Pennee Chrisman

A handwritten signature in cursive script that reads "Pennee Chrisman".



AIA Document A310™ – 2010

Bid Bond

CONTRACTOR:

(Name, legal status and address)

RC EXCAVATING, INC.
3125 Birch Road, Ste D
Suamico, WI 54173

SURETY:

(Name, legal status and principal place
of business)

MERCHANTS BONDING COMPANY (MUTUAL)
6700 Westown Parkway
West Des Moines, IA 50266

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:

(Name, legal status and address)

TOWN OF GREENVILLE

W6860 Parkview Drive, Greenville, WI 54942

BOND AMOUNT: Five percent of amount bid.
(5% of Amount Bid)

PROJECT:

(Name, location or address, and Project number, if any)

Julius Drive Reconstruction, Greenville, Wisconsin.

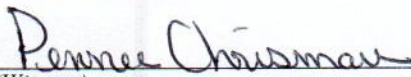
Project Number, if any:

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

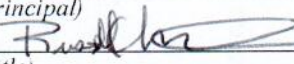
If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

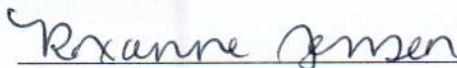
When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 21st day of February, 2019

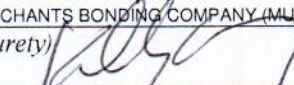


(Witness)

RC EXCAVATING, INC.
(Principal) _____ (Seal)




(Witness)

MERCHANTS BONDING COMPANY (MUTUAL)
(Surety) _____ (Seal)


(Title) _____ Kelly Cody, Attorney in Fact

MERCHANTS BONDING COMPANY™

POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually, Brian Krause; Christopher K Hovden; Kelly Cody; Roxanne Jensen; Trudy A Szalewski

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

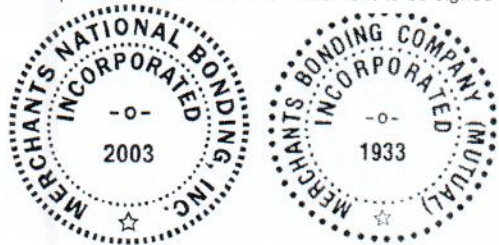
"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

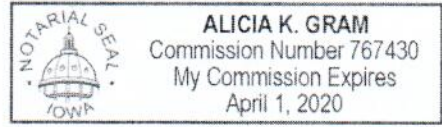
In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 5th day of April, 2017.



MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.
By *Larry Taylor*
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this this 5th day of April 2017, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.

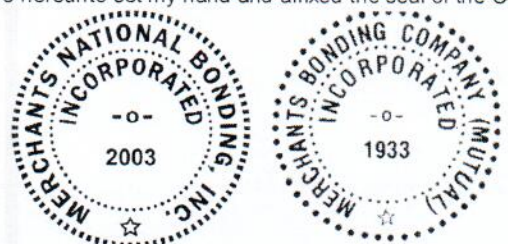


Alicia K. Gram
Notary Public

(Expiration of notary's commission does not invalidate this instrument)

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 21st day of February, 2019.



William Warner Jr.
Secretary

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM - ADDENDUM 2

Total Amount of Bid \$ 905,555.00
Contractor's Name MCC, Inc.
Telephone (920)749-3360

PROJECT IDENTIFICATION: Julius Drive Reconstruction - TRID
School Road to Spring Road
Town of Greenville, Outagamie County, Wisconsin
SEH No. GREEV 138699

BIDS DUE: 4:00 p.m., Thursday, February 21, 2019

TABLE OF ARTICLES

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Article 7 – Attachments To This Bid	6
Article 8 – Defined Terms	6
Article 9 – Bid Submittal	7

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to: **Town of Greenville
W6860 Parkview Drive
Greenville, WI 54942**
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
<u>1</u>	<u>2/14/19</u>
<u>2</u>	<u>2/20/19</u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
201.0105	Clearing	STA	5	\$ <u>35.00</u>	\$ <u>175.00</u>
201.0205	Grubbing	STA	5	\$ <u>35.00</u>	\$ <u>175.00</u>
203.0100	Removing Small Pipe Culverts	EACH	33	\$ <u>157.00</u>	\$ <u>5,181.00</u>
204.0150	Removing Curb and Gutter	LF	168	\$ <u>1.75</u>	\$ <u>294.00</u>
205.0100	Excavation Common	CY	13,240	\$ <u>6.50</u>	\$ <u>86,060.00</u>
213.0100	Finishing Roadway (Project)	EACH	1	\$ <u>11,675.70</u>	\$ <u>11,675.70</u>
305.0110	Base Aggregate Dense 3/4-inch	TON	995	\$ <u>10.25</u>	\$ <u>10,198.75</u>
305.0120	Base Aggregate Dense 1 1/4-inch	TON	19,309	\$ <u>10.50</u>	\$ <u>202,744.50</u>
312.0115	Select Crushed Material	CY	540	\$ <u>22.10</u>	\$ <u>11,934.00</u>
416.0160	Concrete Driveway 6-inch	SY	224	\$ <u>46.00</u>	\$ <u>10,304.00</u>
455.0605	Tack Coat	GAL	1,359	\$ <u>3.48</u>	\$ <u>4,729.32</u>
460.5223	HMA Pavement 3 LT 58-28 S	TON	2,854	\$ <u>53.35</u>	\$ <u>152,260.90</u>
460.5224	HMA Pavement 4 LT 58-28 S	TON	2,219	\$ <u>55.15</u>	\$ <u>122,377.85</u>
465.0105	Asphaltic Surface	TON	68	\$ <u>99.09</u>	\$ <u>6,738.12</u>
465.0315	Asphaltic Flumes	SY	90	\$ <u>58.73</u>	\$ <u>5,285.70</u>
521.1018	Apron Endwalls for Culvert Pipe Steel 18-inch	EACH	26	\$ <u>197.00</u>	\$ <u>5,122.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.		
			Quantity	Bid Unit Price	Bid Price
521.1708	Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to 1	EACH	18	\$ <u>1,602.00</u>	\$ <u>28,836.00</u>
521.3118	Culvert Pipe Corrugated Steel 18-inch	LF	424	\$ <u>34.00</u>	\$ <u>14,416.00</u>
521.3735	Pipe Arch Corrugated Steel 35-inch by 24-inch	LF	344	\$ <u>62.53</u>	\$ <u>21,510.32</u>
522.0418	Culvert Pipe Reinforced Concrete Class IV 18-inch	LF	488	\$ <u>43.85</u>	\$ <u>21,398.80</u>
522.0424	Culvert Pipe Reinforced Concrete Class IV 24-inch	LF	160	\$ <u>61.25</u>	\$ <u>9,800.00</u>
522.0436	Culvert Pipe Reinforced Concrete Class IV 36-inch	LF	168	\$ <u>91.15</u>	\$ <u>15,313.20</u>
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-inch 18-inch	EACH	14	\$ <u>600.00</u>	\$ <u>8,400.00</u>
522.1024	Apron Endwalls for Culvert Pipe Reinforced Concrete 24-inch 24-inch	EACH	6	\$ <u>815.00</u>	\$ <u>4,890.00</u>
522.1036	Apron Endwalls for Culvert Pipe Reinforced Concrete 36-inch 36-inch	EACH	4	\$ <u>1,320.00</u>	\$ <u>5,280.00</u>
601.0582	Concrete Curb and Gutter 4-inch Sloped 36-inch Type T	LF	1,005	\$ <u>18.00</u>	\$ <u>18,090.00</u>
606.0300	Riprap Heavy	CY	8	\$ <u>45.25</u>	\$ <u>362.00</u>
611.0420	Reconstructing Manholes	EACH	1	\$ <u>1,650.00</u>	\$ <u>1,650.00</u>
611.0430	Reconstructing Inlets	EACH	2	\$ <u>1,595.00</u>	\$ <u>3,190.00</u>
611.9800.S	Pipe Grates	EACH	4	\$ <u>995.00</u>	\$ <u>3,980.00</u>
619.1000	Mobilization	EACH	1	\$ <u>6,500.00</u>	\$ <u>6,500.00</u>
624.0100	Water	MGAL	191	\$ <u>27.25</u>	\$ <u>5,204.75</u>
625.0500	Salvaged Topsoil	SY	11,800	\$ <u>1.63</u>	\$ <u>19,234.00</u>
627.0200	Mulching	SY	12,600	\$ <u>.18</u>	\$ <u>2,268.00</u>
628.1504	Silt Fence	LF	3,090	\$ <u>1.87</u>	\$ <u>5,778.30</u>
628.1520	Silt Fence Maintenance	LF	3,090	\$ <u>.03</u>	\$ <u>92.70</u>
628.1905	Mobilizations Erosion Control	EACH	2	\$ <u>154.00</u>	\$ <u>308.00</u>
628.1910	Mobilizations Emergency Erosion Control	EACH	2	\$ <u>120.00</u>	\$ <u>240.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.		Bid Price
			Quantity	Bid Unit Price	
628.2008	Erosion Mat Urban Class I Type B	SY	3,070	\$ <u>1.80</u>	\$ <u>5,526.00</u>
628.7005	Inlet Protection Type A	EACH	4	\$ <u>95.00</u>	\$ <u>380.00</u>
628.7015	Inlet Protection Type C	EACH	4	\$ <u>34.00</u>	\$ <u>136.00</u>
628.7504	Temporary Ditch Checks	LF	120	\$ <u>8.00</u>	\$ <u>960.00</u>
628.7570	Rock Bags	EACH	20	\$ <u>10.00</u>	\$ <u>200.00</u>
629.0210	Fertilizer Type B	CWT	20	\$ <u>59.00</u>	\$ <u>1,180.00</u>
630.0130	Seeding Mixture No. 30	LB	190	\$ <u>16.10</u>	\$ <u>3,059.00</u>
630.0140	Seeding Mixture No. 40	LB	190	\$ <u>19.50</u>	\$ <u>3,705.00</u>
630.0200	Seeding Temporary	LB	560	\$ <u>3.20</u>	\$ <u>1,792.00</u>
634.0614	Posts Wood 4-inch by 6-inch by 14-feet	EACH	30	\$ <u>90.00</u>	\$ <u>2,700.00</u>
637.2210	Signs Type II Reflective H	SF	162.76	\$ <u>14.50</u>	\$ <u>2,360.02</u>
637.2230	Signs Type II Reflective F	SF	24.75	\$ <u>17.20</u>	\$ <u>425.70</u>
638.2102	Moving Signs Type II	EACH	13	\$ <u>82.00</u>	\$ <u>1,066.00</u>
638.2602	Removing Signs Type II	EACH	14	\$ <u>24.00</u>	\$ <u>336.00</u>
638.3000	Removing Small Sign Supports	EACH	14	\$ <u>15.00</u>	\$ <u>210.00</u>
643.5000	Traffic Control	EACH	1	\$ <u>5,500.00</u>	\$ <u>5,500.00</u>
645.0120	Geotextile Type HR	SY	12	\$ <u>2.00</u>	\$ <u>24.00</u>
645.0140	Geotextile Type SAS	SY	25,000	\$ <u>.75</u>	\$ <u>18,750.00</u>
646.1020	Marking Line Epoxy 4-inch	LF	17,280	\$ <u>.45</u>	\$ <u>7,776.00</u>
646.5020	Marking Arrow Epoxy	EACH	16	\$ <u>100.00</u>	\$ <u>1,600.00</u>
646.5120	Marking Word Epoxy	EACH	8	\$ <u>110.00</u>	\$ <u>880.00</u>
648.0100	Locating No-Passing Zones	MI	1	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
650.4500	Construction Staking Subgrade	LF	5,607	\$ <u>.01</u>	\$ <u>56.07</u>
650.5000	Construction Staking Base	LF	5,607	\$ <u>.55</u>	\$ <u>3,083.85</u>
650.5500	Construction Staking Curb Gutter and Curb and Gutter	LF	1,005	\$ <u>.90</u>	\$ <u>904.50</u>
650.6000	Construction Staking Pipe Culverts	EACH	33	\$ <u>35.00</u>	\$ <u>1,155.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
650.9910	Construction Staking Supplemental Control	LS	1	\$ <u>500.00</u>	\$ <u>500.00</u>
650.9920	Construction Staking Slope Stakes	LF	5,807	\$ <u>.85</u>	\$ <u>4,935.95</u>
690.0150	Sawing Asphalt	LF	1,051	\$ <u>2.00</u>	\$ <u>2,102.00</u>
690.0250	Sawing Concrete	LF	102	\$ <u>2.00</u>	\$ <u>204.00</u>
SPV.0090.01	Special Drain Tile Exploration and Repair	LF	200	\$ <u>2.75</u>	\$ <u>550.00</u>
TOTAL BID PRICE				\$ <u>905,555.00</u>	

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
 - A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: MCC, Inc. (SEAL)

State of Incorporation: Wisconsin

Type (General Business, Professional, Service, Limited Liability): General Hwy. Construction

By: [Signature]
(Signature - attach evidence of authority to sign)

Name (typed or printed): John P. Murphy

Title: Senior Vice-President

Attest: Joyce A. Murphy Stearns
(Signature of Corporate Secretary)
Asst.



Date of Qualification to do business in _____ is ____/____/____.
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: P.O. Box 1137
Appleton, WI. 54912-1137

Phone: (920) 749-3360 Facsimile: (920) 380-9459 E-mail: joyce.stearns@murphyinc.org

Submitted on February 21, 2019.

State Contractor License No. _____ (If applicable)

LIST OF PROPOSED SUBCONTRACTORS

Company Robert J. Immel Exc. Inc. Telephone No. (920) 757-5906
Name of Contact Nick Wunderlich
Address P.O. Box 135, Greenville, WI 54942
Type of Construction Storm Sewer

Company Wisconsin Land Surveying Telephone No. (920) 680-2297
Name of Contact Joe Broullire
Address 3552 Glen Oaks Pass, Green Bay, WI 54311
Type of Construction Construction Staking

Company Storm Companies Telephone No. (920) 426-1004
Name of Contact Craig Felton
Address P.O. Box 3385, Oshkosh, WI 54903
Type of Construction Traffic Control

Company Pleasant Knoll Landscaping Telephone No. (920) 427-2365
Name of Contact Josh Woelfel
Address N. 5695 Long Rd, Hilbert, WI 54129
Type of Construction Landscape

Company Sommers Construction Telephone No. (920) 986-3301
Name of Contact Matt Vallafsky
Address W 7841 Smith St., Shiocton, WI 54170
Type of Construction Concrete Work

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

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DOCUMENT 00 43 37

LIST OF PROPOSED SUPPLIERS

Company N/A Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

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DOCUMENT 00 44 14

PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency Town of Freedom
Description of Work Roadway Reconstruction
Agency Representative Steve Brueggeman
Title Director Public Works Phone (920) 788-4548 Date of Contract 4/10/18

2. Contracting Agency Town of Grand Chute
Description of Work Street Reconstruction
Agency Representative Tom Marquardt
Title Director Public Works Phone (920) 832-1573 Date of Contract 5/22/18

3. Contracting Agency Village of Howard
Description of Work Street Reconstruction
Agency Representative Geoff Farr
Title Director Public Works Phone (920) 434-4640 Date of Contract 5/15/18

4. Contracting Agency Village of Fox Crossing
Description of Work Asphalt Street Resurfacing
Agency Representative Randy Galloway
Title Str. Superintendent Phone (920) 720-7110 Date of Contract 4/5/18

5. Contracting Agency City of De Pere
Description of Work Street Resurfacing
Agency Representative Eric Baker
Title City Engineer Phone (920) 339-4060 Date of Contract 7/30/18

Name of Bidder MCC, Inc.
By Chester A. Murphy, Director

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AFFIDAVIT OF NON-COLLUSION

STATE OF Wisconsin
COUNTY OF Outagamie

I Hereby swear (or affirm) under the penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this
21 day of February, 2019

Alicia M. Maw 1/9/23
Notary

Jayce A. Murphy Stearns
Bidder's Signature

Vice-President
Title

MCC, Inc.
Company



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BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

MCC, INC.
2600 N. Roemer Rd.
Appleton, WI 54912-1137

SURETY (Name, and Address of Principal Place of Business):

LIBERTY MUTUAL INSURANCE COMPANY
175 Berkeley Street
Boston, MA 02116

OWNER (Name and Address):

TOWN OF GREENVILLE
P.O. Box 60
Greenville, WI 54942

BID

Bid Due Date: 2/21/2019

Description (Project Name— Include Location):

Julius Drive Reconstruction - TRID, School Road to Spring Road, Greenville, Wisconsin.

BOND

Bond Number: N/A

Date: 2/21/2019

Penal sum _____ Five percent of amount bid. \$ 5% of Amount Bid
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

MCC, INC. _____ (Seal)

Bidder's Name and Corporate Seal

SURETY

LIBERTY MUTUAL INSURANCE COMPANY _____ (Seal)

Surety's Name and Corporate Seal

By: _____

Signature

John R. Murphy

Print Name

Senior Vice-President

Title

By: _____

Signature (Attach Power of Attorney)

Kellv Codv

Print Name

Attorney In Fact

Title

Attest: _____

Signature

Asst. Sec. / V.P.

Title

Attest: _____

Signature

Witness

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No. 8196827- 354019

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Kelly Cody, Christopher Hoyden, Roxanne Jensen, Christopher H. Kondrick, Brian L. Krause, Trudy A. Szalewski

all of the city of Green Bay state of WI each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seats of the Companies have been affixed thereto this 12th day of September, 2018.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

State of PENNSYLVANIA
County of MONTGOMERY ss

On this 12th day of September, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority.

ARTICLE XIII - Execution of Contracts: Section 5. Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 21st day of February 2019



By: Renee C. Llewellyn, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

DOCUMENT 00 00 11

**ADDENDUM NO. 1
February 14, 2019**

**Julius Drive Reconstruction - TRID
Town of Greenville, Wisconsin**

SEH No. GREEV 138699

From: Short Elliott Hendrickson Inc.
10 North Bridge Street
Chippewa Falls, WI 54729-2550
715.720.6200

To: Document Holders

DOCUMENT HOLDERS on the above-named project are hereby notified that this document shall be appended to, take precedence over and become part of the original bidding documents dated December 2018 for this work. Bids submitted for the construction of this work shall conform to this document.

This addendum consists of 1 page.

Changes to Appendix - Special Provisions:

1. Appendix, Special Provisions, Traffic, Page 2:

Remove and replace with the following:

Construct Julius Drive under traffic utilizing single lane closures. Julius Drive will utilize Wisconsin Standard Detail Drawing Traffic Control, Advance Warning Signs 45 M.P.H. or Greater, Two Way Undivided Road Open to Traffic. Julius Drive will remain open to one lane of local traffic at all times, utilizing Wisconsin Standard Detail Drawing Traffic Control for Lane Closure with Flagging Operation.

Intersection closures will be restricted to not allow Midnight Way and Moonlight Drive to be closed simultaneously. Westhaven Drive and Prairie Court will need to remain open to through local traffic at all times.

Contractor may close Julius Drive with signs that indicate open to local traffic only.

Provide emergency access to the work zone at all times.

Access to residents must be maintained at all times.

2. Appendix, Special Provisions, Excavation Common, Item 205.0100, Page 4

Remove and replace with the following:

Payment for this item will be based on plan quantity for the quantity of 12,700 CY. For the undistributed quantity shown for Excavation Below Subgrade (EBS) this will be paid by the CY as specified in Section 205.5 of the Standard Specifications. Dispose of waste material in accordance with state law and local zoning.

Note: Receipt of this Addendum No. 1 (dated February 14, 2019) shall be acknowledged on Page 00 41 00-2 of the submitted Bid Form. Failure to do so may subject Bidder to disqualification.

END OF ADDENDUM

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DOCUMENT 00 00 12

ADDENDUM NO. 2
February 20, 2019

Julius Drive Reconstruction - TRID
Town of Greenville, Wisconsin

SEH No. GREEV 138699

From: Short Elliott Hendrickson Inc.
10 North Bridge Street
Chippewa Falls, WI 54729-2550
715.720.6200

To: Document Holders

DOCUMENT HOLDERS on the above-named project are hereby notified that this document shall be appended to, take precedence over and become part of the original bidding documents dated December 2018 (and previous addenda dated February 14, 2019) for this work. Bids submitted for the construction of this work shall conform to this document.

This addendum consists of 2 pages and attached Document No. 00 41 00 Bid Form (8 pages), Drawing No. Section 2, Section 3 and Section 6.

Changes to Bidding Requirements:

1. Document No. 00 41 00 Bid Form: **Replace** in its entirety. Changes to the bid form are:

521.1235 Change to: 521.1708 Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to1.

611.9800.S Pipe Grates: Change Quantity to 4.

Changes to Appendix - Special Provisions:

2. Appendix, Special Provisions, Pipe Grates, Item 611.9800.S Page 4: **Add** the following:

15. Pipe Grates, Item 611.9800.S.

A Description

This special provision describes providing pipe grates on the ends of pipes at Station 13+11 and 13+12.

B Materials

Furnish steel conforming to the requirements of Standard Spec 506.2.2.1. Furnish steel pipe conforming to the requirements of Standard Spec 506.2.3.6.

Furnish pipe grates galvanized according to ASTM A123.

Furnish angles and brackets galvanized according to ASTM A123.

Furnish required hardware galvanized according to ASTM A153.

C Construction

Repair pipes, rods, angles and brackets on which the galvanized coating has been damaged according to the requirements of AASHTO M36M.

D Measurement

The department will measure Pipe Grates in units of work, where one unit is one grate completed and accepted.

E Payment

The department will pay for measured quantities at the contract unit price under the following bid item:

ITEM NUMBER	DESCRIPTION	UNIT
611.9800. S	Pipe Grates	EACH

Payment is full compensation for furnishing and installing all materials; and for drilling and connecting grates to pipes.

Changes to Drawings:

3. Drawing No. Section 2 Pipe Grate Construction Detail: **Add** in its entirety.
4. Drawing No. Section 3 (Sheet 2 of 3) Miscellaneous Quantities: **Replace** in its entirety.
5. Drawing No. Section 6 SDD 8F7-5 Steel Apron Endwalls for Culvert Pipe and Pipe Arch Sloped Side Drains: **Add** in its entirety.

Note: Receipt of this Addendum No. 2 (dated February 20, 2019) shall be acknowledged on Page 00 41 00-2 of the submitted Bid Form. Failure to do so may subject Bidder to disqualification.

END OF ADDENDUM

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM - ADDENDUM 2

Total Amount of Bid \$ 955,858.50

Contractor's Name Northeast Asphalt, Inc.

Telephone 920-757-2900

PROJECT IDENTIFICATION: Julius Drive Reconstruction - TRID
School Road to Spring Road
Town of Greenville, Outagamie County, Wisconsin
SEH No. GREEV 138699

BIDS DUE: 4:00 p.m., Thursday, February 21, 2019

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ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to: **Town of Greenville
W6860 Parkview Drive
Greenville, WI 54942**
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
<u>1</u>	<u>2/14/19</u>
<u>2</u>	<u>2/20/19</u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder's safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
201.0105	Clearing	STA	5	\$ <u>360.00</u>	\$ <u>1,800.00</u>
201.0205	Grubbing	STA	5	\$ <u>255.00</u>	\$ <u>1,275.00</u>
203.0100	Removing Small Pipe Culverts	EACH	33	\$ <u>300.00</u>	\$ <u>9,900.00</u>
204.0150	Removing Curb and Gutter	LF	168	\$ <u>3.00</u>	\$ <u>504.00</u>
205.0100	Excavation Common	CY	13,240	\$ <u>6.25</u>	\$ <u>82,750.00</u>
213.0100	Finishing Roadway (Project)	EACH	1	\$ <u>100.00</u>	\$ <u>100.00</u>
305.0110	Base Aggregate Dense 3/4-inch	TON	995	\$ <u>20.40</u>	\$ <u>20,298.00</u>
305.0120	Base Aggregate Dense 1 1/4-inch	TON	19,309	\$ <u>10.80</u>	\$ <u>208,537.20</u>
312.0115	Select Crushed Material	CY	540	\$ <u>13.05</u>	\$ <u>7,047.00</u>
416.0160	Concrete Driveway 6-inch	SY	224	\$ <u>46.00</u>	\$ <u>10,304.00</u>
455.0605	Tack Coat	GAL	1,359	\$ <u>2.25</u>	\$ <u>3,057.75</u>
460.5223	HMA Pavement 3 LT 58-28 S	TON	2,854	\$ <u>56.20</u>	\$ <u>160,394.80</u>
460.5224	HMA Pavement 4 LT 58-28 S	TON	2,219	\$ <u>58.70</u>	\$ <u>130,255.30</u>
465.0105	Asphaltic Surface	TON	68	\$ <u>160.00</u>	\$ <u>10,880.00</u>
465.0315	Asphaltic Flumes	SY	90	\$ <u>35.00</u>	\$ <u>3,150.00</u>
521.1018	Apron Endwalls for Culvert Pipe Steel 18-inch	EACH	26	\$ <u>265.00</u>	\$ <u>6,890.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.		
			Quantity	Bid Unit Price	Bid Price
521.1708	Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to 1	EACH	18	\$ <u>580.00</u>	\$ <u>10,440.00</u>
521.3118	Culvert Pipe Corrugated Steel 18-inch	LF	424	\$ <u>35.85</u>	\$ <u>15,200.40</u>
521.3735	Pipe Arch Corrugated Steel 35-inch by 24-inch	LF	344	\$ <u>74.85</u>	\$ <u>25,748.40</u>
522.0418	Culvert Pipe Reinforced Concrete Class IV 18-inch	LF	488	\$ <u>28.50</u>	\$ <u>13,908.00</u>
522.0424	Culvert Pipe Reinforced Concrete Class IV 24-inch	LF	160	\$ <u>42.20</u>	\$ <u>6,752.00</u>
522.0436	Culvert Pipe Reinforced Concrete Class IV 36-inch	LF	168	\$ <u>64.05</u>	\$ <u>10,760.40</u>
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-inch 18-inch	EACH	14	\$ <u>589.00</u>	\$ <u>8,246.00</u>
522.1024	Apron Endwalls for Culvert Pipe Reinforced Concrete 24-inch 24-inch	EACH	6	\$ <u>765.60</u>	\$ <u>4,593.60</u>
522.1036	Apron Endwalls for Culvert Pipe Reinforced Concrete 36-inch 36-inch	EACH	4	\$ <u>1,364.00</u>	\$ <u>5,456.00</u>
601.0582	Concrete Curb and Gutter 4-inch Sloped 36-inch Type T	LF	1,005	\$ <u>18.00</u>	\$ <u>18,090.00</u>
606.0300	Riprap Heavy	CY	8	\$ <u>65.00</u>	\$ <u>520.00</u>
611.0420	Reconstructing Manholes	EACH	1	\$ <u>1,200.00</u>	\$ <u>1,200.00</u>
611.0430	Reconstructing Inlets	EACH	2	\$ <u>1,200.00</u>	\$ <u>2,400.00</u>
611.9800.S	Pipe Grates	EACH	4	\$ <u>4,800.00</u>	\$ <u>19,200.00</u>
619.1000	Mobilization	EACH	1	\$ <u>24,225.00</u>	\$ <u>24,225.00</u>
624.0100	Water	MGAL	191	\$ <u>50.00</u>	\$ <u>9,550.00</u>
625.0500	Salvaged Topsoil	SY	11,800	\$ <u>0.85</u>	\$ <u>10,030.00</u>
627.0200	Mulching	SY	12,600	\$ <u>0.20</u>	\$ <u>2,520.00</u>
628.1504	Silt Fence	LF	3,090	\$ <u>2.00</u>	\$ <u>6,180.00</u>
628.1520	Silt Fence Maintenance	LF	3,090	\$ <u>0.25</u>	\$ <u>772.50</u>
628.1905	Mobilizations Erosion Control	EACH	2	\$ <u>50.00</u>	\$ <u>100.00</u>
628.1910	Mobilizations Emergency Erosion Control	EACH	2	\$ <u>1.00</u>	\$ <u>2.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
628.2008	Erosion Mat Urban Class I Type B	SY	3,070	\$ <u>1.85</u>	\$ <u>5,679.50</u>
628.7005	Inlet Protection Type A	EACH	4	\$ <u>110.00</u>	\$ <u>440.00</u>
628.7015	Inlet Protection Type C	EACH	4	\$ <u>50.00</u>	\$ <u>200.00</u>
628.7504	Temporary Ditch Checks	LF	120	\$ <u>10.00</u>	\$ <u>1,200.00</u>
628.7570	Rock Bags	EACH	20	\$ <u>12.00</u>	\$ <u>240.00</u>
629.0210	Fertilizer Type B	CWT	20	\$ <u>60.00</u>	\$ <u>1,200.00</u>
630.0130	Seeding Mixture No. 30	LB	190	\$ <u>6.50</u>	\$ <u>1,235.00</u>
630.0140	Seeding Mixture No. 40	LB	190	\$ <u>6.50</u>	\$ <u>1,235.00</u>
630.0200	Seeding Temporary	LB	560	\$ <u>2.50</u>	\$ <u>1,400.00</u>
634.0614	Posts Wood 4-inch by 6-inch by 14-feet	EACH	30	\$ <u>60.00</u>	\$ <u>1,800.00</u>
637.2210	Signs Type II Reflective H	SF	162.76	\$ <u>18.00</u>	\$ <u>2,929.68</u>
637.2230	Signs Type II Reflective F	SF	24.75	\$ <u>21.00</u>	\$ <u>519.75</u>
638.2102	Moving Signs Type II	EACH	13	\$ <u>70.00</u>	\$ <u>910.00</u>
638.2602	Removing Signs Type II	EACH	14	\$ <u>25.00</u>	\$ <u>350.00</u>
638.3000	Removing Small Sign Supports	EACH	14	\$ <u>25.00</u>	\$ <u>350.00</u>
643.5000	Traffic Control	EACH	1	\$ <u>8,300.00</u>	\$ <u>8,300.00</u>
645.0120	Geotextile Type HR	SY	12	\$ <u>2.10</u>	\$ <u>25.20</u>
645.0140	Geotextile Type SAS	SY	25,000	\$ <u>1.80</u>	\$ <u>45,000.00</u>
646.1020	Marking Line Epoxy 4-inch	LF	17,280	\$ <u>0.50</u>	\$ <u>8,640.00</u>
646.5020	Marking Arrow Epoxy	EACH	16	\$ <u>100.00</u>	\$ <u>1,600.00</u>
646.5120	Marking Word Epoxy	EACH	8	\$ <u>110.00</u>	\$ <u>880.00</u>
648.0100	Locating No-Passing Zones	MI	1	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
650.4500	Construction Staking Subgrade	LF	5,607	\$ <u>0.48</u>	\$ <u>2,691.36</u>
650.5000	Construction Staking Base	LF	5,607	\$ <u>0.48</u>	\$ <u>2,691.36</u>
650.5500	Construction Staking Curb Gutter and Curb and Gutter	LF	1,005	\$ <u>1.50</u>	\$ <u>1,507.50</u>
650.6000	Construction Staking Pipe Culverts	EACH	33	\$ <u>75.00</u>	\$ <u>2,475.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.		
			Quantity	Bid Unit Price	Bid Price
650.9910	Construction Staking Supplemental Control	LS	1	\$ <u>600.00</u>	\$ <u>600.00</u>
650.9920	Construction Staking Slope Stakes	LF	5,807	\$ <u>0.55</u>	\$ <u>3,193.85</u>
690.0150	Sawing Asphalt	LF	1,051	\$ <u>1.55</u>	\$ <u>1,629.05</u>
690.0250	Sawing Concrete	LF	102	\$ <u>1.95</u>	\$ <u>198.90</u>
SPV.0090.01	Special Drain Tile Exploration and Repair	LF	200	\$ <u>11.00</u>	\$ <u>2,200.00</u>
TOTAL BID PRICE				\$ <u>955,858.50</u>	

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
 - A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: Northeast Asphalt, Inc. (SEAL)

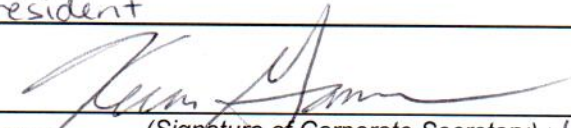
State of Incorporation: Wisconsin

Type (General Business, Professional, Service, Limited Liability): General Business

By: 
(Signature - attach evidence of authority to sign)

Name (typed or printed): Brian Enders Corporate Seal not required pursuant to ~~§ 180.0120 3(c)~~

Title: Vice President (CORPORATE SEAL)

Attest: 
Kevin Gannon (Signature of ~~Corporate Secretary~~) Vice President

Date of Qualification to do business in Wisconsin is 2/3/19.
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: W. 6380 Design Drive
Greenville, WI 54942

Phone: 920-757-2900 Facsimile: 920-757-2906 E-mail: neaquote@neasphalt.com

Submitted on February 21, 2019.

State Contractor License No. 0142663 (If applicable)

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

NORTHEAST ASPHALT, INC.
W6380 Design Drive
Greenville, WI 54942

SURETY (Name, and Address of Principal Place of Business):

WESTERN SURETY COMPANY
151 N. Franklin Street
Chicago, IL 60606

OWNER (Name and Address):

TOWN OF GREENVILLE
W6860 Parkview Drive
Greenville, WI 54942

BID

Bid Due Date: 2/21/2019

Description (Project Name— Include Location):

Julius Drive Reconstruction - TRID, School Road to Spring Road, Town of Greenville, Outagamie County, Wisconsin.

BOND

Bond Number: N/A

Date: 2/21/2019

Penal sum _____ Five percent of amount bid. _____ \$ 5% of Amount Bid
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

NORTHEAST ASPHALT, INC.

Bidder's Name and Corporate Seal

SURETY

WESTERN SURETY COMPANY

(Seal)

Surety's Name and Corporate Seal

By: _____

Signature

Brian Enders

Print Name

Vice President

Title

Attest: _____

Signature

Kevin Gannon

Title Vice President

By: _____

Signature (Attach Power of Attorney)

Kelly Codv

Print Name

Attorney In Fact

Title

Attest: _____

Signature

Title Witness

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.

Western Surety Company

POWER OF ATTORNEY APPOINTING INDIVIDUAL ATTORNEY-IN-FACT

Know All Men By These Presents, That WESTERN SURETY COMPANY, a South Dakota corporation, is a duly organized and existing corporation having its principal office in the City of Sioux Falls, and State of South Dakota, and that it does by virtue of the signature and seal herein affixed hereby make, constitute and appoint

**Kelly Cody, Roxanne Jensen, Christopher Hovden, Individually of Green Bay, Wisconsin
Trudy A. Szalewski, Christopher H. Kondrick, Brian Krause, Individually of Milwaukee,
Wisconsin**

its true and lawful Attorney(s)-in-Fact with full power and authority hereby conferred to sign, seal and execute for and on its behalf bonds, undertakings and other obligatory instruments of similar nature

- In Unlimited Amounts -

and to bind it thereby as fully and to the same extent as if such instruments were signed by a duly authorized officer of the corporation and all the acts of said Attorney, pursuant to the authority hereby given, are hereby ratified and confirmed.

This Power of Attorney is made and executed pursuant to and by authority of the By-Law printed on the reverse hereof, duly adopted, as indicated, by the shareholders of the corporation.

In Witness Whereof, WESTERN SURETY COMPANY has caused these presents to be signed by its Vice President and its corporate seal to be hereto affixed on this 24th day of January, 2018.

WESTERN SURETY COMPANY



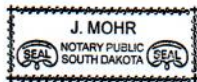
Paul T. Bruflat
Paul T. Bruflat, Vice President

State of South Dakota }
County of Minnehaha } ss

On this 24th day of January, 2018, before me personally came Paul T. Bruflat, to me known, who, being by me duly sworn, did depose and say: that he resides in the City of Sioux Falls, State of South Dakota; that he is the Vice President of WESTERN SURETY COMPANY described in and which executed the above instrument; that he knows the seal of said corporation; that the seal affixed to the said instrument is such corporate seal; that it was so affixed pursuant to authority given by the Board of Directors of said corporation and that he signed his name thereto pursuant to like authority, and acknowledges same to be the act and deed of said corporation.

My commission expires

June 23, 2021



J. Mohr
J. Mohr, Notary Public

CERTIFICATE

I, L. Nelson, Assistant Secretary of WESTERN SURETY COMPANY do hereby certify that the Power of Attorney hereinabove set forth is still in force, and further certify that the By-Law of the corporation printed on the reverse hereof is still in force. In testimony whereof I have hereunto subscribed my name and affixed the seal of the said corporation this 21st day of February, 2019.



WESTERN SURETY COMPANY

L. Nelson
L. Nelson, Assistant Secretary

LIST OF PROPOSED SUBCONTRACTORS

Company Sommers Construction Telephone No. 920-986-3301
 Name of Contact Dave McKewin
 Address W7841 Smith St Shiocton, WI 54170
 Type of Construction Concrete

Company Gene Frederickson Trucking + Excavating Telephone No. 920-766-1100
 Name of Contact Grant Fulcer
 Address 4450 Feldcrest Drive Kaukauna, WI 54130
 Type of Construction Grading

Company Highway Landscapers Telephone No. 920-759-1701
 Name of Contact Tim Pagel
 Address 1900 Bohm Drive Little Chute, WI 54140
 Type of Construction Landscape / Signs

Company Century Fence Telephone No. 262-547-3331
 Name of Contact Terri Yeager
 Address 1300 Hickory St Pewaukee, WI 53072
 Type of Construction Pavement Marking

Company Hard Rock Telephone No. 715-799-3823
 Name of Contact Lamy Dvoratchek
 Address NG28 SE Bass Lake Rd Keshena, WI 54135
 Type of Construction Sawcutting

Company Payne + Dolan Telephone No. 920-757-7597
 Name of Contact Rob Clark
 Address W6380 Design Dr Greenville, WI 54942
 Type of Construction Construction Staking

LIST OF PROPOSED SUBCONTRACTORS

Company Stom Companies Inc. Telephone No. 920-426-1004
Name of Contact Chris Duprey
Address 4553 County Road E Oshkosh, WI 54903
Type of Construction Traffic Control

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

LIST OF PROPOSED SUPPLIERS

Company NA Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency Town of Greenville
 Description of Work Road Reconstruction - T/O Greenville Island Road
 Agency Representative Martenson + Eisele, Inc. (Michael Siewert)
 Title Engineer Phone 920-731-0381 Date of Contract 9/22/16
2. Contracting Agency Town of Grand Chute
 Description of Work Road Reconstruction - T/O Grand Chute Westhill Blvd
 Agency Representative McMahon Associates (Carl Sutter)
 Title Engineer Phone 920-751-4200 Date of Contract 5/2/16
3. Contracting Agency Village of Hobart
 Description of Work Road Reconstruction
 Agency Representative Robert E. Lee + Associates (Paul Welter)
 Title Engineer Phone 920-662-9641 Date of Contract 3/26/18
4. Contracting Agency Peters Concrete Company
 Description of Work Road Reconstruction - USH 45 + STH 96
 Agency Representative Duke Peters
 Title Project Manager Phone 920-494-3700 Date of Contract 4/19/18
5. Contracting Agency Wisconsin Department of Transportation
 Description of Work Road Reconstruction - STH 23 Rosendale - FonDulac
 Agency Representative Kyle Trembl
 Title Engineer Phone 920-360-7029 Date of Contract 6/22/18

Name of Bidder Northeast Asphalt, Inc.

By Brian Enders Brian Enders, Vice President

AFFIDAVIT OF NON-COLLUSION

STATE OF Wisconsin

COUNTY OF Outagamie

I Hereby swear (or affirm) under the penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this
19th day of February, 2019

Melanie Novinska
Notary

[Signature]
Bidder's Signature

Vice President
Title

Northeast Asphalt, Inc.
Company

MELANIE NOVINSKA
NOTARY PUBLIC
STATE OF WISCONSIN

**CERTIFICATE OF CORPORATE RESOLUTION
PART OF THE MINUTES OF MEETING OF DIRECTORS**

RESOLVED, that Kurt Bechthold, Mark E. Filmanowicz , Kevin Gannon, Brian Endres, Diane Gadzalinski, Kelly Hetherington, Michael Wickler, David L. Bechthold, Charles E. Bechthold, Brian J. Henken, Jon Leach, Jay Rosemeyer, John C. Bartoszek, Carrie Van Vonderen, Brian Enders and Christopher J. Winiecki shall have the authority to sign all contracts for and within the State of Wisconsin and on behalf of Northeast Asphalt, Inc.

I, Mark E. Filmanowicz, do hereby certify that I am the duly elected and qualified Secretary and the custodian of the records of Northeast Asphalt, Inc., a corporation organized and existing under and by virtue of the laws of the State of Wisconsin; that the foregoing is a true and correct copy of a certain resolution duly adopted at a meeting of the Board of Directors of said corporation convened and held in accordance with the law and the bylaws of said corporation on the 5th day of December 2018, and that such resolution is now in full force and effect.

IN WITNESS WHEREOF, I have signed my name this 21st day of February, 2019.



Mark E. Filmanowicz, Secretary



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/21/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AON RISK SERVICES CENTRAL, INC. 111 N. WASHINGTON ST., SUITE 300 P.O. BOX 23004 GREEN BAY, WI 54301-3004	CONTACT NAME: AON RISK SERVICES CENTRAL, INC. PHONE (A/C, No, Ext): (920) 437-7123 FAX (A/C, No): (920) 431-6345 E-MAIL ADDRESS:													
	<table border="1"> <thead> <tr> <th>INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A : Travelers Indemnity Company</td> <td>25658</td> </tr> <tr> <td>INSURER B : Travelers Property Casualty Company of America</td> <td>25674</td> </tr> <tr> <td>INSURER C :</td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Travelers Indemnity Company	25658	INSURER B : Travelers Property Casualty Company of America	25674	INSURER C :		INSURER D :		INSURER E :		INSURER F :
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INSURER E :														
INSURER F :														
INSURED NORTHEAST ASPHALT, INC. ATTN: /Susan Hooker P.O. BOX 1632 WAUKESHA, WI 53187														

COVERAGES	CERTIFICATE NUMBER:	REVISION NUMBER:
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THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> CONTRACTUAL LIABILITY GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:		VTC2K-CO-7211B454-IND-19	03/01/2019	03/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		VTC2K-CAP-3049P020-IND19	03/01/2019	03/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000		VTSMJ-CUP-6J773169-TIL-19	03/01/2019	03/01/2020	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y <input checked="" type="checkbox"/> N N/A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		UB-3L596342-19-25-R	03/01/2019	03/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER	CANCELLATION
	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Scott Brzezinski</i>

BIDDER'S PROOF OF FINANCIAL RESPONSIBILITY/PREQUALIFICATION STATEMENT

2019 CONSTRUCTION YEAR

TO: _____

Please review the enclosed prequalification information and respond back to us per the below options.

I accept Northeast Asphalt, Inc.'s "Bidders Proof of Financial Responsibility/Prequalification Statement" to be used for the 2019 Construction Season.

Signature _____

Additional Information is required. Please advise what is required on the following lines or attach your requirements to this document and we will provide immediately.

I DO NOT accept Northeast Asphalt, Inc.'s "Bidders Proof of Financial Responsibility/Prequalification Statement" form and would ask that you use the specific form attached.

Signature/Name _____

Please return this form by email to gbeck@neasphalt.com. If you have any questions or require further information, please contact me at (262) 524-1834.

Sincerely,
Gina Beck

An Equal Opportunity Employer • www.neasphalt.com

Corporate Office - Appleton	W6380 Design Drive	Greenville, WI 54942	920.757.2900 ph	920.757.2906 fax
Fond du Lac Office	20 Camelot Drive	Fond du Lac, WI 54935	920.921.5577 ph	920.921.7330 fax
Green Bay Office	1524 Atkinson Drive	Green Bay, WI 54303	920.494.0543 ph	920.494.0745 fax

PREQUALIFICATION STATEMENT

There is submitted herewith for your consideration, pursuant to **Section 66.0901(2)**, Wisconsin State Statutes, a statement of qualifications of the undersigned to furnish the necessary labor, materials, and skills required to enter upon and complete Public Works Contracts to be let by you.

I. IDENTIFICATION

A. Official Firm Name: Northeast Asphalt, Inc.

B. General Telephone 262-524-1800 FAX 262-436-2556

C. Mailing Address W6380 Design Drive, Greenville, WI 54942
(Street)

D. General E-Mail Address neaquotes@neasphalt.com

E. Number of years in business under present firm name 60 years

F. Please check (1), (2) or (3):

(1) A Corporation or LLC (2) A Co-Partnership (3) An Individual

G. Principal Individuals:

(If a Corporation or LLC, answer below) (If a Co-Partnership, answer below)

President Mark Filmanowocz Name of Partner _____

Vice Pres. Brian Enders Name of Partner _____

Secretary Mark Filmanowicz **(If a Sole Trader, answer below)**

Treasurer Andy Schmidt

H. If a Corporation or LLC, answer below:

(1) When incorporated 03/01/1959, (2) In what State Wisconsin

I. Contact information for questions regarding this form:

Person's Name Gina Beck

Telephone 262-524-1834 FAX 262-436-2556

E-Mail Address gbeck@neasphalt.com

Total Contract Amount for which firm is seeking prequalification:

Firm must have been the Prime Contractor and have completed at least two (2) contracts/projects of similar scope/type within the last three (3) years with a value of at least the lower limit of the Total Contract Amount for which firm is seeking prequalification. **If approved, Contractor will be automatically approved for all lower ranges.**

Above \$7,000,000 (See WI DOT Contractors Prequalification Attached)

Class of work in which firm is seeking prequalification (check below – may check multiple boxes):

STREET, UTILITY AND SITE CONSTRUCTION

- x Roadway Grading and Paving
- x Bituminous Street Construction, including Concrete Curb & Gutter and Roadway Grading including aggregates
- x Joint Sealing
- x Sidewalk Construction
- x Site Grading
- x Riverwalk Construction

II. EXPERIENCE

A. What is the construction experience of the principal individuals, including superintendents and/or foremen, of your present organization?

Individual's Name	Present Position of Individual in your Organization	Years of Construction Experience	Magnitude & Type of Work, In What Capacity	Names of Previous Employers for Past 10 Years*
Mark Filmanowicz	President	+25 years	In executive cap	Current
Brian Enders	Vice President	+10 years	In all capacities	Current
John Leach	Area Manager	+15 years	In all capacities	Current
Kevin Gannon		+ 35 years	In all capacities	Current

*If this is their current employer, so state.

Average number of employees during the last 12 months:

Office 48 Skilled 252 Unskilled 89

B. WORK ON HAND

List below the present contracts held by you. If none, please enter "NONE".

Date Awarded/Location	Type of Work	Percent Completed	Anticipated Completion Date	Cost of Work
See Attachment A				

C. PREVIOUS CONTRACTS

List below construction contracts held by the company completed for the last three (3) years (not as subcontractor):

Date Awarded	Location	Type of Work	Cost of Work
See Attachment B			

D. Are you currently prequalified by the WDOT? Yes No

If yes, please submit a copy of the WDOT Notice of Contractor's Prequalification. See Attachment C.

III. EQUIPMENT

A. List below major pieces of equipment owned and available when needed for proposed work. **ALL COLUMNS MUST BE COMPLETED. ATTACH ADDITIONAL SHEETS, IF NECESSARY. ADDITIONAL SHEETS MUST CONTAIN SAME INFORMATION LISTED ON THIS PAGE.**

NUMBERS OF ITEM	DESC RIPTI	ORIGINAL COST	ACCUMULATED DEPRECIATION	PRESENT BOOK VALUE	YEARS OF SERVICE
See Attachment D.					

IV. CONTRACTUAL RESPONSIBILITY

Answering "yes" to any of the following questions will not disqualify a company from becoming approved to bid by the City of Oshkosh. **However, failure to answer truthfully may result in disqualification for the entire year.**

A. Has your firm or any officer or partner of your firm ever been debarred, suspended, or disapproved by the State of Wisconsin or the Federal Highway Administration in the past ten (10) years? Yes No

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

B. Has your firm or any officer or partner of your firm ever been debarred, suspended, disapproved, or not pre-qualified by any government entity in the past ten (10) years?
 Yes No

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

C. Has your firm or any officer or partner of your firm had any type of business, contracting, or trade license, certification, or registration revoked or suspended in the past ten (10) years?
 Yes No

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

D. Has your firm or any officer or partner of your firm ever committed a violation of federal, state, or local government safety or environmental laws as determined by a fine, settlement, administrative order, or final decision of a court or government agency authority in the past ten (10) years? **This includes any OSHA or WDNR violations.**
 Yes No

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

E. Does your firm or any officer or partner of your firm have an open or ongoing investigation of a violation of federal, state, or local government safety or environmental laws? **This includes any OSHA or WDNR violations.**
 Yes X NO

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

F. Has your firm ever defaulted on or failed to complete any contract or work awarded to it in the past ten (10) years?
 Yes X No

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

G. Has any officer or partner of your firm ever defaulted or failed to complete a construction contract handled in their own name in the past ten (10) years? Yes X No

If so, state:

Date: _____ Name of Officer/Partner: _____

Owner: _____

Owner's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

H. Has any officer or partner of your firm ever been an officer or partner of some other organization that defaulted or failed to complete a construction contract in the last ten (10) years? Yes No
If so, state:

Date: _____ Name of Officer/Partner: _____

Name and Mailing Address of Organization: _____

Name and Mailing Address of Owner: _____

(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

I. Has your firm or any officer or partner of your firm asked to be relieved from a bid submitted by it to a public awarding authority in the past ten (10) years? Yes No

If so, state:

Date: _____ Owner: _____

Owner's Mailing Address: _____

(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

J. Has your firm or any officer or partner of your firm ever been charged with or convicted of a violation of any wage schedule? Yes No

If so, state:

Date: _____ Claimant: _____

Claimant's Mailing Address: _____

(At that time or preferably now if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

- K. Has your firm; any of its owners; a subsidiary or corporate parent; or any officer, director, or partner thereof, been convicted of violating *Section 133.03 Wisconsin Statutes (Unlawful Contracts: Conspiracies)* in the last ten (10) years? Yes No

If so, state:

Date: _____ Claimant: _____

Claimant's Mailing Address: _____
(At that time or preferably now, if there is a difference.)

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

V. BONDING RESPONSIBILITY

- A. Provide the name of your bonding company and your firm's current limit of Payment and Performance Bonds:

Name: See Attached E _____

Dollar Limit: See Attached E _____

- B. Attach a current letter of reference from your principal bank. Include your current line of credit, if you have a line of credit. **The submission of only your line of credit documentation is not sufficient.** See Attached F

- C. Has any bonding company ever taken over a contract or made payments because of your firm's failure to carry out a contract? Yes No

If so, state:

Date: _____ Name of Bonding Company: _____

Bonding Company's Mailing Address: _____

Full particulars in each instance: (including type of work, amount of contract, cause of violation, and resolution):

VI. CONTRACTOR'S FINANCIAL STATEMENT

- A. Attach your firm's latest complete financial report (including Balance Sheet, Income Statement, and Statement of Cash Flows) with the name of the Accountant who prepared it. See Attached G
- B. Are any of your assets assigned? If so, which are assigned? NO
- C. For what purpose are they assigned? NA

VII. AFFIDAVIT

STATE OF Wisconsin)

COUNTY OF Waukesha)

Mike Wickler being duly sworn, deposes and says that he/she
(Name of Officer)

is the Corporate Treasurer of Northeast Asphalt, Inc.
(Title) (Name of Firm)

and that the answers to the foregoing questions and all statements therein contained are true and correct, and that any owner, bonding company, or other agency herein named is hereby authorized to supply the requesting entity with any information deemed necessary to verify this statement.

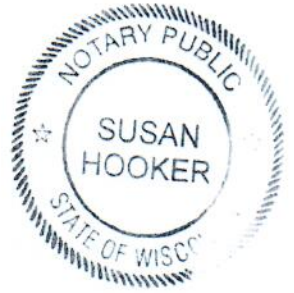
Michael Wickler
(Signature of Officer)

Subscribed and sworn before me this 18th day of December, 2018

[Signature]
Notary Public

Milwaukee WI
County State

My Commission Expires 04-24-21



NORTHEAST ASPHALT, INC.
Contracts on Hand 2019

DESCRIPTION	TYPE OF WORK	CONTRACT AMOUNT
USH 151 (Valders-Manitowoc)	Prime-WDOT	\$4,654,868
CTH X (New Holstein)	Prime-WDOT	\$898,214
Oshkosh Corp – Global Headquarters	Sub-Miron Construction	\$613,780
Langlade County Airport	Prime-WDOT (Aeronautics)	\$563,105
T/O Grand Chute Gillett St	Sub-RC Excavating	\$469,076
University Heights	Sub-DeLeers Const.	\$480,031
USH 45 - EDEN - FOND DU LAC	Prime – WDOT	\$4,682,660
USH 151 STH VV-STH 73 Michels	Sub-Michels	\$7,352,741
USH 41 GREEN BAY – OCONTO	Prime – WDOT	\$18,401,320

**NORTHEAST ASPHALT, INC.
IMPORTANT CONTRACTS COMPLETED**

YEAR	DESCRIPTION	TYPE OF WORK	CONTRACT
2014	Horton Municipal Building	Bituminous Concrete Pavement	\$ 76,520
	FVTX Safety Training	Bituminous Concrete Pavement	\$ 1,439,622
	Ripon Medical Center	Bituminous Concrete Pavement	\$ 216,300
	Forest Mall	Bituminous Concrete Pavement	\$ 82,906
	USH 41 Memorial Drive-CTH M	Bituminous Concrete Pavement	\$ 5,574,114
	USH 41 Glory Road-Ninth	Bituminous Concrete Pavement	\$ 9,451,961
	STH 49 Lomira-Waupun	Bituminous Concrete Pavement	\$ 3,237,731
	STH 96 WCL-Appleton	Bituminous Concrete Pavement	\$ 8,560,105
	STH 57 SCL-STH 32	Bituminous Concrete Pavement	\$ 5,226,616
	2015	USH 8 Bradley-Rhineland Gateway	Bituminous Concrete Pavement
USH 141 Crivitz-Middle Inlet Peshtigo River		Bituminous Concrete Pavement	\$ 9,040,175
USH 141 Middle Inlet-Wausaukee		Bituminous Concrete Pavement	\$ 2,874,824
STH 70 Eagle River-Tipler STH 55-STH 139		Bituminous Concrete Pavement	\$ 1,390,065
US 41 Memorial-Lakeview		Bituminous Concrete Pavement	\$ 3,868,136
US 41 Glory Road-Ninth		Bituminous Concrete Pavement	\$ 9,580,152
US 41 Memorial Drive-CTH M		Bituminous Concrete Pavement	\$ 5,646,983
STH 26 Oshkosh-Waupun		Bituminous Concrete Pavement	\$10,584,590
STH 23 Ripon-Rosendale		Bituminous Concrete Pavement	\$ 2,768,882
John Deere Expansion		Bituminous Concrete Pavement	\$ 1,398,602
2016	Costco Grand Chute	Bituminous Concrete Pavement	\$ 818,871
	STH 441 (Tri-County Freeway)	Bituminous Concrete Pavement	\$ 1,222,997
	TO Freedom French Road	Bituminous Concrete Pavement	\$ 327,033
	Kaukauna UPS	Bituminous Concrete Pavement	\$ 883,345
	CO Menasha	Bituminous Concrete Pavement	\$ 930,978
2017	TO Buchanan	Bituminous Concrete Pavement	\$ 589,325
	Fox Valley Christian Fellowship	Bituminous Concrete Pavement	\$ 129,300
	Erb Park & Pool	Bituminous Concrete Pavement	\$ 273,815
	TO Greenville Island Road	Bituminous Concrete Pavement	\$ 163,456
	USH 10 (Oneida St.)	Bituminous Concrete Pavement	\$ 484,704
2018	Fox Point Plaza	Bituminous Concrete Pavement	\$ 199,170
	Outagamie Cty Administration Bldg	Subcontractor to Miron Construction	\$70,850.00
	Fox River – Loop the Lake	Subcontractor to Pheifer Brothers	\$55,590.00
	Network Health – Menasha 2018	Subcontractor to Pfefferle Mgmt	\$165,895.00
	Lutz Park Trail & Rehabilitation	Subcontractor to Vinton Construction	\$18,460.00
	White Hawk Apartments	Subcontractor to Nicolet Lumber	\$269,590.00
	Tru Green 2018	Subcontractor to Gene Frederickson	\$19,085.00
	Russ Darrow 2018	Prime Contractor	\$89,750.00
Outagamie Cty Administration Bldg	Subcontractor to Miron Construction	\$70,850.00	



Division of Transportation System Development
Bureau of Project Development, Room S437
PO Box 7916
Madison, WI 53707-7916

Scott Walker, Governor
Dave Ross, Secretary
Internet: wisconsindot.gov

Telephone: 608-266-1631
Facsimile (FAX): 608-266-8459

E-Mail: DOTDTSDBPD@dot.wi.gov

August 29, 2018

Northeast Asphalt, Inc.
W6380 Design Drive
Greenville, WI 54942

Expiration Date: **August 1, 2020**

The Experience Questionnaire and Financial Statement submitted by you for the purpose of obtaining prequalification ratings to permit bidding on work let under the direction of the Division of Transportation System Development have been reviewed. On the basis of the information contained in the statement, notification is hereby given that the following ratings have been assigned to you:

(A) General Construction	\$783,700,000
(B) Grading	\$500,000
(C) Concrete Pavement	\$500,000
(D) Asphaltic Pavement	\$783,700,000
(E) Gravel & Crushed Stone	\$783,700,000
(F) Structures	\$500,000
(G) Railroad Construction or Rehabilitation	\$500,000
(H) Bridge Painting	\$500,000
(I) Street or Airport Lighting	\$500,000
(J) Building Construction	\$500,000
(K) Incidental Construction	\$500,000
(M) Maximum Capacity	\$783,700,000

The above ratings will remain in effect until the indicated expiration date unless revised or terminated prior to that date.

Sincerely,

Jillene J. Fehrman, P.E.
Chief Proposal Management Engineer

JJF:mkw

Major Equipment

Northeast Asphalt, Inc. operates nineteen asphalt plants and owns a large assortment of rollers, pavers, asphalt finishers, road wideners, graders, tractors and all other necessary equipment.

CNA SURETY

Milwaukee Branch Office
10000 Innovation Drive Suite 320 Wauwatosa WI 53226

Jay T. Nisbet

Surety Manager

Telephone 414-844-2528

Facsimile 414-844-2502

Internet jay.nisbet@cnaSurety.com

November 2, 2018

RE: Northeast Asphalt, Inc.

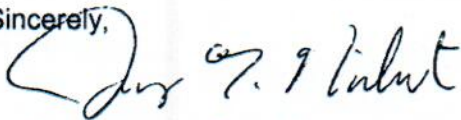
To Whom It May Concern:

We are writing to you at the request of Northeast Asphalt, Inc. of Greenville, Wisconsin.

Northeast Asphalt has been a valued client of CNA Surety since 1994. Since that time, we have supported bonding for Northeast Asphalt on projects into the \$25,000,000 range and uncompleted backlogs of bonded work in excess of \$100,000,000 through Western Surety Company, a subsidiary of CNA Surety. Western Surety Company is AM Best rated "A" (Excellent) with an accompanying financial strength rating of XIII (13). CNA Surety continues to be confident in Northeast Asphalt's ability to perform and we recommend them for your favorable consideration.

This letter is not to be construed as an agreement to provide surety bonds for any particular project, but is offered as an indication of our past experience and confidence in this firm. Any specific requests for bonds will be underwritten on its own merits. If there are any questions or further assurances are needed, please contact me at 414-844-2528.

Sincerely,



cc: Nora Vrakas, Risk Manager

Attachment F



Wells Fargo Bank, N.A.
Balance Confirmation Services
R4057-01N
PO Box 40028
Roanoke, VA 24022
Ph: (540) 563-7323
Fax: (844) 879-0544

December 3, 2018

Item ID #: 1367799

NORTHEAST ASPHALT
ATTN: GINA

Fax/Swift: 2624362556

Subject: Wells Fargo Bank, N.A. ("Wells Fargo") customer information you requested

Dear GINA:

As you requested, we are providing the information we have on file for **NORTHEAST ASPHALT INC**, a customer of Wells Fargo since December 2014.

- This customer maintained commercial deposit balances averaging in the **MEDIUM 8** figures for the previous six months based on the information provided.

Please note this information is given in good faith, without legal liability, and is limited to the accounts described above. In addition, this information may not reflect our entire relationship with the Customer, may change without notice, and is subject to the Important Disclosures located at the end of this letter.

If you have questions, please call us at 1-540-563-7323, Monday through Friday, 8:30 a.m. to 5:00 p.m. Eastern Time.

Thank you.

Sincerely,

A handwritten signature in black ink that reads "Janet Jennings".

Janet Jennings
Operations Processor
Balance Confirmation Services

Contractor's Financial Statement - Northeast Asphalt, Inc.

This statement shall show the condition of business at the end of the previous calendar year or at a subsequent date if so directed by the owner or if so desired by the contractor.

CONDITION AT CLOSE OF BUSINESS ON:

October 31, 2018 ASSETS:

1.	Cash: <i>(In excess of)</i>	\$ <u>14,000,000</u>
2.	Notes Receivable: <i>(In excess of)</i>	\$ _____
3.	Accounts Receivable from Completed Contracts Exclusive of Claims Not Approved for Payment <i>(In excess of)</i>	\$ <u>5,000,000</u>
4.	Sums Earned on Incomplete Contracts as Shown by Engineer's Or Architect's Estimate	\$ _____
5.	Accounts Receivable from Sources Other Than Construction Contracts	\$ _____
6.	Deposits with Bids or Other Guarantees	\$ _____
7.	Interest Accrued on Loans, Securities, etc.	\$ _____
8.	Stocks and Bonds <i>(In excess of)</i>	\$ _____
9.	Materials in Stock (not included in Item 4) <i>(In excess of)</i>	\$ <u>6,000,000</u>
10.	Real Estate <i>(In excess of)</i>	\$ <u>5,000,000</u>
11.	Construction Equipment, Book Value <i>(In excess of)</i>	\$ <u>8,000,000</u>
12.	Furniture and Fixtures	\$ _____
13.	Other Assets	\$ _____
	TOTAL ASSETS: <i>(In excess of)</i>	\$ <u>38,000,000</u>

LIABILITIES:

1.	Accounts, Notes & Interest Payable: <i>(Not in excess of)</i>	\$ <u>10,000,000</u>
2.	Other Liabilities: Including Accrued Payrolls, Accrued Social Security Taxes, Compensation, Interest, Etc. <i>(Not in excess of)</i>	\$ <u>5,000,000</u>
3.	Real Estate Encumbrances <i>(Not in excess of)</i>	\$ <u>8,000,000</u>
	TOTAL LIABILITIES: <i>(Not in excess of)</i>	\$ <u>23,000,000</u>

NET WORTH:

TOTAL NET WORTH: *(In excess of)*

\$ 15,000,000

* Financial Information is Unaudited

* Prepared by Andrew J. Schmidt

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM

Total Amount of Bid \$ 961910.43
Contractor's Name Koppwin + Kunas Colne
Telephone 920-294-6451

PROJECT IDENTIFICATION: Julius Drive Reconstruction - TRID
School Road to Spring Road
Town of Greenville, Outagamie County, Wisconsin
SEH No. GREEV 138699

BIDS DUE: 4:00 p.m., Thursday, February 21, 2019

TABLE OF ARTICLES

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Article 7 – Attachments To This Bid	6
Article 8 – Defined Terms	6
Article 9 – Bid Submittal	7

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to: **Town of Greenville**
W6860 Parkview Drive
Greenville, WI 54942
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
<u>1</u>	<u>2-14-19</u>
<u>2</u>	<u>2-20-19</u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder’s safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
201.0105	Clearing	STA	5	\$ 58.00	\$ 290.00
201.0205	Grubbing	STA	5	\$ 58.00	\$ 290.00
203.0100	Removing Small Pipe Culverts	EACH	33	\$ 192.00	\$ 6336.00
204.0150	Removing Curb and Gutter	LF	168	\$ 2.38	\$ 399.84
205.0100	Excavation Common	CY	13,240	\$ 8.41	\$ 111348.40
213.0100	Finishing Roadway (Project)	EACH	1	\$ 2500.00	\$ 2500.00
305.0110	Base Aggregate Dense 3/4-inch	TON	995	\$ 15.15	\$ 15074.25
305.0120	Base Aggregate Dense 1 1/4-inch	TON	19,309	\$ 10.14	\$ 195793.26
312.0115	Select Crushed Material	CY	540	\$ 23.60	\$ 12744.00
416.0160	Concrete Driveway 6-inch	SY	224	\$ 46.00	\$ 10304.00
455.0605	Tack Coat	GAL	1,359	\$ 2.25	\$ 3057.75
460.5223	HMA Pavement 3 LT 58-28 S	TON	2,854	\$ 55.70	\$ 158967.80
460.5224	HMA Pavement 4 LT 58-28 S	TON	2,219	\$ 58.10	\$ 128923.90
465.0105	Asphaltic Surface	TON	68	\$ 155.00	\$ 10540.00
465.0315	Asphaltic Flumes	SY	90	\$ 35.00	\$ 3150.00
521.1018	Apron Endwalls for Culvert Pipe Steel 18-inch	EACH	26	\$ 165.00	\$ 4290.00

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
521.1235	Apron Endwalls for Pipe Arch Steel 35-inch by 24-inch	EACH	18	\$ <u>1365.50</u>	\$ <u>24579.00</u>
521.3118	Culvert Pipe Corrugated Steel 18-inch	LF	424	\$ <u>33.70</u>	\$ <u>14288.80</u>
521.3735	Pipe Arch Corrugated Steel 35-inch by 24-inch	LF	344	\$ <u>54.80</u>	\$ <u>18851.20</u>
522.0418	Culvert Pipe Reinforced Concrete Class IV 18-inch	LF	488	\$ <u>40.10</u>	\$ <u>19568.80</u>
522.0424	Culvert Pipe Reinforced Concrete Class IV 24-inch	LF	160	\$ <u>59.60</u>	\$ <u>9536.00</u>
522.0436	Culvert Pipe Reinforced Concrete Class IV 36-inch	LF	168	\$ <u>87.90</u>	\$ <u>14767.20</u>
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-inch 18-inch	EACH	14	\$ <u>806.00</u>	\$ <u>11284.00</u>
522.1024	Apron Endwalls for Culvert Pipe Reinforced Concrete 24-inch 24-inch	EACH	6	\$ <u>1013.00</u>	\$ <u>6078.00</u>
522.1036	Apron Endwalls for Culvert Pipe Reinforced Concrete 36-inch 36-inch	EACH	4	\$ <u>1490.00</u>	\$ <u>5960.00</u>
601.0582	Concrete Curb and Gutter 4-inch Sloped 36-inch Type T	LF	1,005	\$ <u>18.00</u>	\$ <u>18090.00</u>
606.0300	Riprap Heavy	CY	8	\$ <u>126.00</u>	\$ <u>1008.00</u>
611.0420	Reconstructing Manholes	EACH	1	\$ <u>1220.00</u>	\$ <u>1220.00</u>
611.0430	Reconstructing Inlets	EACH	2	\$ <u>759.00</u>	\$ <u>1518.00</u>
611.9800.S	Pipe Grates	EACH	22	\$ <u>1180.00</u>	\$ <u>4720.00</u>
619.1000	Mobilization	EACH	1	\$ <u>25000.00</u>	\$ <u>25000.00</u>
624.0100	Water	MGAL	191	\$ <u>32.00</u>	\$ <u>6112.00</u>
625.0500	Salvaged Topsoil	SY	11,800	\$ <u>1.78</u>	\$ <u>21004.00</u>
627.0200	Mulching	SY	12,600	\$ <u>.20</u>	\$ <u>2520.00</u>
628.1504	Silt Fence	LF	3,090	\$ <u>2.00</u>	\$ <u>6180.00</u>
628.1520	Silt Fence Maintenance	LF	3,090	\$ <u>.25</u>	\$ <u>772.50</u>
628.1905	Mobilizations Erosion Control	EACH	2	\$ <u>150.00</u>	\$ <u>300.00</u>
628.1910	Mobilizations Emergency Erosion Control	EACH	2	\$ <u>100.00</u>	\$ <u>200.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.		Bid Price
			Quantity	Unit Price	
628.2008	Erosion Mat Urban Class I Type B	SY	3,070	\$ <u>1.85</u>	\$ <u>5679.50</u>
628.7005	Inlet Protection Type A	EACH	4	\$ <u>110.00</u>	\$ <u>440.00</u>
628.7015	Inlet Protection Type C	EACH	4	\$ <u>50.00</u>	\$ <u>200.00</u>
628.7504	Temporary Ditch Checks	LF	120	\$ <u>10.00</u>	\$ <u>1200.00</u>
628.7570	Rock Bags	EACH	20	\$ <u>12.00</u>	\$ <u>240.00</u>
629.0210	Fertilizer Type B	CWT	20	\$ <u>60.00</u>	\$ <u>1200.00</u>
630.0130	Seeding Mixture No. 30	LB	190	\$ <u>6.50</u>	\$ <u>1235.00</u>
630.0140	Seeding Mixture No. 40	LB	190	\$ <u>6.50</u>	\$ <u>1235.00</u>
630.0200	Seeding Temporary	LB	560	\$ <u>2.50</u>	\$ <u>1400.00</u>
634.0614	Posts Wood 4-inch by 6-inch by 14-feet	EACH	30	\$ <u>60.00</u>	\$ <u>1800.00</u>
637.2210	Signs Type II Reflective H	SF	162.76	\$ <u>20.00</u>	\$ <u>3255.20</u>
637.2230	Signs Type II Reflective F	SF	24.75	\$ <u>23.00</u>	\$ <u>569.25</u>
638.2102	Moving Signs Type II	EACH	13	\$ <u>75.00</u>	\$ <u>975.00</u>
638.2602	Removing Signs Type II	EACH	14	\$ <u>30.00</u>	\$ <u>420.00</u>
638.3000	Removing Small Sign Supports	EACH	14	\$ <u>30.00</u>	\$ <u>420.00</u>
643.5000	Traffic Control	EACH	1	\$ <u>7130.00</u>	\$ <u>7130.00</u>
645.0120	Geotextile Type HR	SY	12	\$ <u>8.00</u>	\$ <u>96.00</u>
645.0140	Geotextile Type SAS	SY	25,000	\$ <u>1.23</u>	\$ <u>30750.00</u>
646.1020	Marking Line Epoxy 4-inch	LF	17,280	\$ <u>.45</u>	\$ <u>7776.00</u>
646.5020	Marking Arrow Epoxy	EACH	16	\$ <u>100.00</u>	\$ <u>1600.00</u>
646.5120	Marking Word Epoxy	EACH	8	\$ <u>110.00</u>	\$ <u>880.00</u>
648.0100	Locating No-Passing Zones	MI	1	\$ <u>1500.00</u>	\$ <u>1500.00</u>
650.4500	Construction Staking Subgrade	LF	5,607	\$ <u>.01</u>	\$ <u>56.07</u>
650.5000	Construction Staking Base	LF	5,607	\$ <u>.01</u>	\$ <u>56.07</u>
650.5500	Construction Staking Curb Gutter and Curb and Gutter	LF	1,005	\$ <u>1.73</u>	\$ <u>1738.65</u>
650.6000	Construction Staking Pipe Culverts	EACH	33	\$ <u>92.00</u>	\$ <u>3036.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
650.9910	Construction Staking Supplemental Control	LS	1	\$ <u>759.00</u>	\$ <u>759.00</u>
650.9920	Construction Staking Slope Stakes	LF	5,807	\$ <u>.72</u>	\$ <u>4181.04</u>
690.0150	Sawing Asphalt	LF	1,051	\$ <u>1.55</u>	\$ <u>1629.05</u>
690.0250	Sawing Concrete	LF	102	\$ <u>1.95</u>	\$ <u>198.90</u>
SPV.0090.01	Special Drain Tile Exploration and Repair	LF	200	\$ <u>13.44</u>	\$ <u>2688.00</u>
TOTAL BID PRICE				\$ <u>961910.43</u>	

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
 - A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____


(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: Kopplin + Kinas Co Inc (SEAL)

State of Incorporation: Wisconsin

Type (General Business, Professional, Service, Limited Liability): General

By: 
(Signature - attach evidence of authority to sign)

Name (typed or printed): Michael Myers

Title: V. President

Attest: 
(Signature of Corporate Secretary)

(CORPORATE SEAL)

Date of Qualification to do business in Wisconsin is 9, 30, 47
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: W1246 N Lawson Dr. Greenlake
WI 54941

Phone: 920-294-6451 Facsimile: 920-294-6489 E-mail: KopKinas@centurytel.net

Submitted on February 21, 2019.

State Contractor License No. — (If applicable)

LIST OF PROPOSED SUBCONTRACTORS

Company Highway landscapers Telephone No. 920-759-1701
 Name of Contact _____
 Address 1900 Bohm Drive Little Chute WI 54140
 Type of Construction Restoration

Company Hard Rock Sawing Telephone No. 262-723-3333
 Name of Contact _____
 Address Elkhorn WI
 Type of Construction Saw Cutting

Company Century Fence Telephone No. 262-547-3331
 Name of Contact Jason Voelker
 Address PO Box 727, Pewaukee, WI 53072-0727
 Type of Construction Pavement Markings

Company Sommers Construction Telephone No. 920-986-3301
 Name of Contact Fred
 Address W 7841 Smith Street, Shuoston WI 54170
 Type of Construction Concrete

Company Gordon Workzones Telephone No. 920-370-5251
 Name of Contact Corey
 Address 861 Fieldcrest Dr. Neenah WI 54956
 Type of Construction Traffic Control

Company Northeast Asphalt Telephone No. 920-757-7501
 Name of Contact Aaron Green
 Address W 6380 Design Drive, Greenville WI 54942
 Type of Construction Asphalt

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LIST OF PROPOSED SUPPLIERS

Company County Materials Telephone No. 920-494-3436
Name of Contact Rick Gerroll
Address 2448 Century Road Green Bay WI 54307
Material/Equipment to be Supplied Pipe

Company Contech Telephone No. 608-576-0109
Name of Contact Todd Riebau
Address 6441 Enterprise Lane, Suite 116, Madison WI 53719
Material/Equipment to be Supplied CMP

Company Northeast Asphalt Telephone No. 920-757-2900
Name of Contact Paul Budzynski
Address W6380 Design Blvd, Greenville WI 54942
Material/Equipment to be Supplied Aggregate Base

Company Brock White Telephone No. 651-289-1248
Name of Contact Danielle Klumb
Address 2575 Kasota Ave. St. Paul MN 55108
Material/Equipment to be Supplied Set Fence + Emat + Fabric

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

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PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency City of Columbus
 Description of Work Hall Road Reconstruction
 Agency Representative Ben Schulte - Ruelert-Mielke
 Title Project Mgr. Phone 262-953-4158 Date of Contract 6/22/2018
 2. Contracting Agency Village of Grafton
 Description of Work Street Reconstruction (subcontractor)
 Agency Representative Steve Block - DPW
 Title Eng. Technician Phone 262-375-5325 Date of Contract 3/2/18
 3. Contracting Agency City of Princeton
 Description of Work Water Street Reconstruction
 Agency Representative Todd Janssen - MSA Professional
 Title Project mgr. Phone 920-392-5144 Date of Contract 5/01/2018
 4. Contracting Agency City of Foxlake
 Description of Work Road Reconstructions
 Agency Representative Jason Lane - MSA Professional
 Title Project Mgr. Phone 920-392-5136 Date of Contract 7/17/2018
 5. Contracting Agency City of Holicorn
 Description of Work W Lake Street Reconstruction (subcontractor)
 Agency Representative Don Neitzel - Kunkel Engineering
 Title Project mgr. Phone 920-356-9447 Date of Contract 6/25/2018
- Name of Bidder Koppun & Kinas - Michael Myers
 By [Signature] Michael Myers, V President

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Bid Bond



AIA

Document A310™ – 2010

CONTRACTOR:*(Name, legal status and address)*

KOPPLIN & KINAS CO., INC.
W1266 Lawson Dr
Green Lake, WI 54941

Bid Bond No. GR15484

SURETY:*(Name, legal status and principal place of business)*

Granite Re, Inc.
14001 Quailbrook Dr
Oklahoma City, OK 73134

This document has important legal consequences. Consultation with an attorney is encouraged with respect to its completion or modification.

Any singular reference to Contractor, Surety, Owner or other party shall be considered plural where applicable.

OWNER:*(Name, legal status and address)*

Town of Greenville
W6860 Parkview Dr
Greenville, WI 54942

BOND AMOUNT: Five Percent of the Bid Amount (5.00% of Bid Amount)

PROJECT:*(Name, location or address, and Project number, if any)*

Julius Drive Reconstruction

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Signed and sealed this 19th day of February, 2019

Justina Mildebrandt
(Witness)

Karla K. Heffron
(Witness)

KOPPLIN & KINAS CO., INC.
(Principal) [Signature] *(Seal)*

(Title) Vice President
Granite Re, Inc.
(Surety)

[Signature] *(Seal)*
(Title) Connie Smith, Attorney-in-Fact

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GRANITE RE, INC.

GENERAL POWER OF ATTORNEY

Know all Men by these Presents:

That GRANITE RE, INC., a corporation organized and existing under the laws of the State of OKLAHOMA and having its principal office at the City of OKLAHOMA CITY in the State of OKLAHOMA does hereby constitute and appoint:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL Its true and lawful Attorney-in-Fact(s) for the following purposes, to wit:

To sign its name as surety to, and to execute, seal and acknowledge any and all bonds, and to respectively do and perform any and all acts and things set forth in the resolution of the Board of Directors of the said GRANITE RE, INC. a certified copy of which is hereto annexed and made a part of this Power of Attorney; and the said GRANITE RE, INC. through us, its Board of Directors, hereby ratifies and confirms all and whatsoever the said:

MICHAEL J. DOUGLAS; CHRIS STEINAGEL; CHRISTOPHER M. KEMP; KARLA HEFFRON; ROBERT DOWNEY; CONNIE SMITH; KORY MORTEL may lawfully do in the premises by virtue of these presents.

In Witness Whereof, the said GRANITE RE, INC. has caused this instrument to be sealed with its corporate seal, duly attested by the signatures of its President and Secretary/Treasurer, this 27th day of June, 2018.

STATE OF OKLAHOMA)
) SS:
 COUNTY OF OKLAHOMA)



Kenneth D. Whittington
 Kenneth D. Whittington, President
Kyle P. McDonald
 Kyle P. McDonald, Treasurer

On this 27th day of June, 2018, before me personally came Kenneth D. Whittington, President of the GRANITE RE, INC. Company and Kyle P. McDonald, Secretary/Treasurer of said Company, with both of whom I am personally acquainted, who being by me severally duly sworn, said, that they, the said Kenneth D. Whittington and Kyle P. McDonald were respectively the President and the Secretary/Treasurer of GRANITE RE, INC., the corporation described in and which executed the foregoing Power of Attorney; that they each knew the seal of said corporation; that the seal affixed to said Power of Attorney was such corporate seal, that it was so fixed by order of the Board of Directors of said corporation, and that they signed their name thereto by like order as President and Secretary/Treasurer, respectively, of the Company.

My Commission Expires:
 August 8, 2021
 Commission #: 01013257



Kathleen E. Carlson
 Notary Public

GRANITE RE, INC. Certificate

THE UNDERSIGNED, being the duly elected and acting Secretary/Treasurer of Granite Re, Inc., an Oklahoma Corporation, HEREBY CERTIFIES that the following resolution is a true and correct excerpt from the July 15, 1987, minutes of the meeting of the Board of Directors of Granite Re, Inc. and that said Power of Attorney has not been revoked and is now in full force and effect.

"RESOLVED, that the President, any Vice President, the Secretary, and any Assistant Vice President shall each have authority to appoint individuals as attorneys-in-fact or under other appropriate titles with authority to execute on behalf of the company fidelity and surety bonds and other documents of similar character issued by the Company in the course of its business. On any instrument making or evidencing such appointment, the signatures may be affixed by facsimile. On any instrument conferring such authority or on any bond or undertaking of the Company, the seal, or a facsimile thereof, may be impressed or affixed or in any other manner reproduced; provided, however, that the seal shall not be necessary to the validity of any such instrument or undertaking."

IN WITNESS WHEREOF, the undersigned has subscribed this Certificate and affixed the corporate seal of the Corporation this

19th day of February, 2019



Kyle P. McDonald
 Kyle P. McDonald, Secretary/Treasurer

AFFIDAVIT OF NON-COLLUSION

STATE OF Wisconsin

COUNTY OF Green Lake

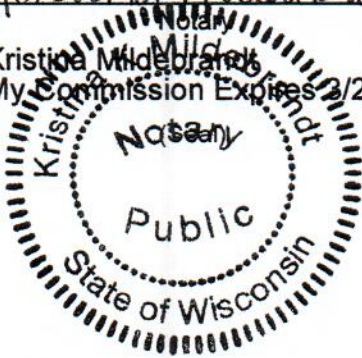
I Hereby swear (or affirm) under the penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this
21 day of February, 2019

Kristina Muldebrandt

Kristina Muldebrandt
My Commission Expires 2/22/2019



Michael Myers
Bidder's Signature Michael Myers

V President
Title
Kopplin & Kinase Co., Inc.
Company

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM - ADDENDUM 2

Total Amount of Bid \$ 993,615.⁵³
Contractor's Name PETERS CONCRETE COMPANY
Telephone 920-494-3700

PROJECT IDENTIFICATION: Julius Drive Reconstruction - TRID
School Road to Spring Road
Town of Greenville, Outagamie County, Wisconsin
SEH No. GREEV 138699

BIDS DUE: 4:00 p.m., Thursday, February 21, 2019

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ARTICLE 1 – BID RECIPIENT

1.01 This Bid is submitted to: **Town of Greenville**
W6860 Parkview Drive
Greenville, WI 54942

1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
<u>1</u>	<u>2/14/19</u>
<u>2</u>	<u>2/20/19</u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder’s safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:

1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
201.0105	Clearing	STA	5	\$ <u>165.⁰⁰</u>	\$ <u>825.⁰⁰</u>
201.0205	Grubbing	STA	5	\$ <u>165.⁰⁰</u>	\$ <u>825.⁰⁰</u>
203.0100	Removing Small Pipe Culverts	EACH	33	\$ <u>150.⁰⁰</u>	\$ <u>4,950.⁰⁰</u>
204.0150	Removing Curb and Gutter	LF	168	\$ <u>5.⁰⁰</u>	\$ <u>840.⁰⁰</u>
205.0100	Excavation Common	CY	13,240	\$ <u>10.¹⁵</u>	\$ <u>134,386.⁰⁰</u>
213.0100	Finishing Roadway (Project)	EACH	1	\$ <u>1,500.⁰⁰</u>	\$ <u>1,500.⁰⁰</u>
305.0110	Base Aggregate Dense 3/4-inch	TON	995	\$ <u>16.¹⁰</u>	\$ <u>16,019.⁵⁰</u>
305.0120	Base Aggregate Dense 1 1/4-inch	TON	19,309	\$ <u>10.²⁰</u>	\$ <u>196,951.⁸⁰</u>
312.0115	Select Crushed Material	CY	540	\$ <u>25.⁰⁰</u>	\$ <u>13,500.⁰⁰</u>
416.0160	Concrete Driveway 6-inch	SY	224	\$ <u>46.⁰⁰</u>	\$ <u>10,304.⁰⁰</u>
455.0605	Tack Coat	GAL	1,359	\$ <u>2.²⁵</u>	\$ <u>3,057.⁷⁵</u>
460.5223	HMA Pavement 3 LT 58-28 S	TON	2,854	\$ <u>55.⁷⁰</u>	\$ <u>158,967.⁸⁰</u>
460.5224	HMA Pavement 4 LT 58-28 S	TON	2,219	\$ <u>58.¹⁰</u>	\$ <u>128,923.⁹⁰</u>
465.0105	Asphaltic Surface	TON	68	\$ <u>155.⁰⁰</u>	\$ <u>10,540.⁰⁰</u>
465.0315	Asphaltic Flumes	SY	90	\$ <u>35.⁰⁰</u>	\$ <u>3,150.⁰⁰</u>
521.1018	Apron Endwalls for Culvert Pipe Steel 18-inch	EACH	26	\$ <u>190.⁰⁰</u>	\$ <u>4,940.⁰⁰</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
521.1708	Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to 1	EACH	18	\$ <u>1,800.⁰⁰</u>	\$ <u>32,400.⁰⁰</u>
521.3118	Culvert Pipe Corrugated Steel 18-inch	LF	424	\$ <u>32.⁰⁰</u>	\$ <u>13,780.⁰⁰</u>
521.3735	Pipe Arch Corrugated Steel 35-inch by 24-inch	LF	344	\$ <u>65.⁰⁰</u>	\$ <u>22,360.⁰⁰</u>
522.0418	Culvert Pipe Reinforced Concrete Class IV 18-inch	LF	488	\$ <u>50.⁰⁰</u>	\$ <u>24,400.⁰⁰</u>
522.0424	Culvert Pipe Reinforced Concrete Class IV 24-inch	LF	160	\$ <u>64.⁷⁰</u>	\$ <u>10,352.⁰⁰</u>
522.0436	Culvert Pipe Reinforced Concrete Class IV 36-inch	LF	168	\$ <u>107.⁰⁰</u>	\$ <u>17,976.⁰⁰</u>
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-inch 18-inch	EACH	14	\$ <u>600.⁰⁰</u>	\$ <u>8,400.⁰⁰</u>
522.1024	Apron Endwalls for Culvert Pipe Reinforced Concrete 24-inch 24-inch	EACH	6	\$ <u>700.⁰⁰</u>	\$ <u>4,200.⁰⁰</u>
522.1036	Apron Endwalls for Culvert Pipe Reinforced Concrete 36-inch 36-inch	EACH	4	\$ <u>1,050.⁰⁰</u>	\$ <u>4,200.⁰⁰</u>
601.0582	Concrete Curb and Gutter 4-inch Sloped 36-inch Type T	LF	1,005	\$ <u>18.⁰⁰</u>	\$ <u>18,090.⁰⁰</u>
606.0300	Riprap Heavy	CY	8	\$ <u>60.⁰⁰</u>	\$ <u>480.⁰⁰</u>
611.0420	Reconstructing Manholes	EACH	1	\$ <u>500.⁰⁰</u>	\$ <u>500.⁰⁰</u>
611.0430	Reconstructing Inlets	EACH	2	\$ <u>400.⁰⁰</u>	\$ <u>800.⁰⁰</u>
611.9800.S	Pipe Grates	EACH	4	\$ <u>825.⁰⁰</u>	\$ <u>3,300.⁰⁰</u>
619.1000	Mobilization	EACH	1	\$ <u>20,000.⁰⁰</u>	\$ <u>20,000.⁰⁰</u>
624.0100	Water	MGAL	191	\$ <u>30.⁰⁰</u>	\$ <u>5,730.⁰⁰</u>
625.0500	Salvaged Topsoil	SY	11,800	\$ <u>2.¹⁵</u>	\$ <u>25,370.⁰⁰</u>
627.0200	Mulching	SY	12,600	\$ <u>0.²⁰</u>	\$ <u>2,520.⁰⁰</u>
628.1504	Silt Fence	LF	3,090	\$ <u>2.⁰⁰</u>	\$ <u>6,180.⁰⁰</u>
628.1520	Silt Fence Maintenance	LF	3,090	\$ <u>0.²⁵</u>	\$ <u>772.⁵⁰</u>
628.1905	Mobilizations Erosion Control	EACH	2	\$ <u>150.⁰⁰</u>	\$ <u>300.⁰⁰</u>
628.1910	Mobilizations Emergency Erosion Control	EACH	2	\$ <u>100.⁰⁰</u>	\$ <u>200.⁰⁰</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
628.2008	Erosion Mat Urban Class I Type B	SY	3,070	\$ <u>1.85</u>	\$ <u>5,679.50</u>
628.7005	Inlet Protection Type A	EACH	4	\$ <u>110.00</u>	\$ <u>440.00</u>
628.7015	Inlet Protection Type C	EACH	4	\$ <u>50.00</u>	\$ <u>200.00</u>
628.7504	Temporary Ditch Checks	LF	120	\$ <u>10.00</u>	\$ <u>1,200.00</u>
628.7570	Rock Bags	EACH	20	\$ <u>12.00</u>	\$ <u>240.00</u>
629.0210	Fertilizer Type B	CWT	20	\$ <u>60.00</u>	\$ <u>1,200.00</u>
630.0130	Seeding Mixture No. 30	LB	190	\$ <u>6.50</u>	\$ <u>1,235.00</u>
630.0140	Seeding Mixture No. 40	LB	190	\$ <u>6.50</u>	\$ <u>1,235.00</u>
630.0200	Seeding Temporary	LB	560	\$ <u>2.50</u>	\$ <u>1,400.00</u>
634.0614	Posts Wood 4-inch by 6-inch by 14-feet	EACH	30	\$ <u>60.00</u>	\$ <u>1,800.00</u>
637.2210	Signs Type II Reflective H	SF	162.76	\$ <u>20.00</u>	\$ <u>3,255.20</u>
637.2230	Signs Type II Reflective F	SF	24.75	\$ <u>23.00</u>	\$ <u>569.25</u>
638.2102	Moving Signs Type II	EACH	13	\$ <u>75.00</u>	\$ <u>975.00</u>
638.2602	Removing Signs Type II	EACH	14	\$ <u>30.00</u>	\$ <u>420.00</u>
638.3000	Removing Small Sign Supports	EACH	14	\$ <u>30.00</u>	\$ <u>420.00</u>
643.5000	Traffic Control	EACH	1	\$ <u>5,500.00</u>	\$ <u>5,500.00</u>
645.0120	Geotextile Type HR	SY	12	\$ <u>3.00</u>	\$ <u>36.00</u>
645.0140	Geotextile Type SAS	SY	25,000	\$ <u>1.20</u>	\$ <u>30,000.00</u>
646.1020	Marking Line Epoxy 4-inch	LF	17,280	\$ <u>0.45</u>	\$ <u>7,776.00</u>
646.5020	Marking Arrow Epoxy	EACH	16	\$ <u>100.00</u>	\$ <u>1,600.00</u>
646.5120	Marking Word Epoxy	EACH	8	\$ <u>110.00</u>	\$ <u>880.00</u>
648.0100	Locating No-Passing Zones	MI	1	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
650.4500	Construction Staking Subgrade	LF	5,607	\$ <u>0.01</u>	\$ <u>56.07</u>
650.5000	Construction Staking Base	LF	5,607	\$ <u>0.55</u>	\$ <u>3,083.85</u>
650.5500	Construction Staking Curb Gutter and Curb and Gutter	LF	1,005	\$ <u>0.90</u>	\$ <u>904.50</u>
650.6000	Construction Staking Pipe Culverts	EACH	33	\$ <u>35.00</u>	\$ <u>1,155.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
650.9910	Construction Staking Supplemental Control	LS	1	\$ <u>500.⁰⁰</u>	\$ <u>500.⁰⁰</u>
650.9920	Construction Staking Slope Stakes	LF	5,807	\$ <u>0.⁸⁵</u>	\$ <u>4,935.²⁵</u>
690.0150	Sawing Asphalt	LF	1,051	\$ <u>1.⁵⁵</u>	\$ <u>1,629.⁰⁵</u>
690.0250	Sawing Concrete	LF	102	\$ <u>1.⁹⁵</u>	\$ <u>198.⁹⁰</u>
SPV.0090.01	Special Drain Tile Exploration and Repair	LF	200	\$ <u>8.⁰⁰</u>	\$ <u>1,600.⁰⁰</u>
TOTAL BID PRICE				\$	<u>993,615.⁵²</u>

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
 - A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____


(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: TRIPLE P. INC. DBA PETERS CONCRETE COMPANY (SEAL)

State of Incorporation: WISCONSIN

Type (General Business, Professional, Service, Limited Liability): CONSTRUCTION COMPANY

By: 
(Signature - attach evidence of authority to sign)

Name (typed or printed): JAMES PETERS JR.

Title: VICE PRESIDENT (CORPORATE SEAL)

Attest:  Sec. - Treas
(Signature of Corporate Secretary)

Date of Qualification to do business in WISCONSIN is 06/30/1983
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: 1516 ATKINSON DR.
GREEN BAY WI 54303

Phone: 920-494-3700 Facsimile: 920-494-5475 E-mail: DUKE@PETERSCONCRETE.COM

Submitted on FEBRUARY 21st, 2019.

State Contractor License No. _____ (If applicable)

DOCUMENT 00 00 11

ADDENDUM NO. 1
February 14, 2019

Julius Drive Reconstruction - TRID
Town of Greenville, Wisconsin

SEH No. GREEV 138699

From: Short Elliott Hendrickson Inc.
10 North Bridge Street
Chippewa Falls, WI 54729-2550
715.720.6200

To: Document Holders

DOCUMENT HOLDERS on the above-named project are hereby notified that this document shall be appended to, take precedence over and become part of the original bidding documents dated December 2018 for this work. Bids submitted for the construction of this work shall conform to this document.

This addendum consists of 1 page.

Changes to Appendix - Special Provisions:

1. Appendix, Special Provisions, Traffic, Page 2:

Remove and replace with the following:

Construct Julius Drive under traffic utilizing single lane closures. Julius Drive will utilize Wisconsin Standard Detail Drawing Traffic Control, Advance Warning Signs 45 M.P.H. or Greater, Two Way Undivided Road Open to Traffic. Julius Drive will remain open to one lane of local traffic at all times, utilizing Wisconsin Standard Detail Drawing Traffic Control for Lane Closure with Flagging Operation.

Intersection closures will be restricted to not allow Midnight Way and Moonlight Drive to be closed simultaneously. Westhaven Drive and Prairie Court will need to remain open to through local traffic at all times.

Contractor may close Julius Drive with signs that indicate open to local traffic only.

Provide emergency access to the work zone at all times.

Access to residents must be maintained at all times.

2. Appendix, Special Provisions, Excavation Common, Item 205.0100, Page 4

Remove and replace with the following:

Payment for this item will be based on plan quantity for the quantity of 12,700 CY. For the undistributed quantity shown for Excavation Below Subgrade (EBS) this will be paid by the CY as specified in Section 205.5 of the Standard Specifications. Dispose of waste material in accordance with state law and local zoning.

Note: Receipt of this Addendum No. 1 (dated February 14, 2019) shall be acknowledged on Page 00 41 00-2 of the submitted Bid Form. Failure to do so may subject Bidder to disqualification.

END OF ADDENDUM

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DOCUMENT 00 00 12

ADDENDUM NO. 2
February 20, 2019

Julius Drive Reconstruction - TRID
Town of Greenville, Wisconsin

SEH No. GREEV 138699

From: Short Elliott Hendrickson Inc.
10 North Bridge Street
Chippewa Falls, WI 54729-2550
715.720.6200

To: Document Holders

DOCUMENT HOLDERS on the above-named project are hereby notified that this document shall be appended to, take precedence over and become part of the original bidding documents dated December 2018 (and previous addenda dated February 14, 2019) for this work. Bids submitted for the construction of this work shall conform to this document.

This addendum consists of 2 pages and attached Document No. 00 41 00 Bid Form (8 pages), Drawing No. Section 2, Section 3 and Section 6.

Changes to Bidding Requirements:

- Document No. 00 41 00 Bid Form: **Replace** in its entirety. Changes to the bid form are:
521.1235 Change to: 521.1708 Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to1.
611.9800.S Pipe Grates: Change Quantity to 4.

Changes to Appendix - Special Provisions:

- Appendix, Special Provisions, Pipe Grates, Item 611.9800.S Page 4: **Add** the following:

15. Pipe Grates, Item 611.9800.S.

A Description

This special provision describes providing pipe grates on the ends of pipes at Station 13+11 and 13+12.

B Materials

Furnish steel conforming to the requirements of Standard Spec 506.2.2.1. Furnish steel pipe conforming to the requirements of Standard Spec 506.2.3.6.

Furnish pipe grates galvanized according to ASTM A123.

Furnish angles and brackets galvanized according to ASTM A123.

Furnish required hardware galvanized according to ASTM A153.

C Construction

Repair pipes, rods, angles and brackets on which the galvanized coating has been damaged according to the requirements of AASHTO M36M.

D Measurement

The department will measure Pipe Grates in units of work, where one unit is one grate completed and accepted.

E Payment

The department will pay for measured quantities at the contract unit price under the following bid item:

ITEM NUMBER	DESCRIPTION	UNIT
611.9800. S	Pipe Grates	EACH

Payment is full compensation for furnishing and installing all materials; and for drilling and connecting grates to pipes.

Changes to Drawings:

3. Drawing No. Section 2 Pipe Grate Construction Detail: **Add** in its entirety.
4. Drawing No. Section 3 (Sheet 2 of 3) Miscellaneous Quantities: **Replace** in its entirety.
5. Drawing No. Section 6 SDD 8F7-5 Steel Apron Endwalls for Culvert Pipe and Pipe Arch Sloped Side Drains: **Add** in its entirety.

Note: Receipt of this Addendum No. 2 (dated February 20, 2019) shall be acknowledged on Page 00 41 00-2 of the submitted Bid Form. Failure to do so may subject Bidder to disqualification.

END OF ADDENDUM

LIST OF PROPOSED SUBCONTRACTORS

Company NEA Telephone No. 920 757-7501
Name of Contact AARON GREEN
Address _____
Type of Construction ASPHALT

Company SOMMERS Telephone No. _____
Name of Contact _____
Address _____
Type of Construction CONCRETE

Company HIGHWAY LANDSCAPERS Telephone No. _____
Name of Contact _____
Address _____
Type of Construction LANDSCAPING

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Type of Construction _____

LIST OF PROPOSED SUPPLIERS

Company NEA Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied STONE

Company CONCRETE INDUSTRIES Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied CONCRETE PIPE

Company FERGUSON Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied CMCP

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

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PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency WDOT
Description of Work WINNECONNE - MAIN STREET
Agency Representative SCOTT HUNTZ
Title PM Phone 715 572-7420 Date of Contract 2018

2. Contracting Agency COMBINED LOCKS
Description of Work PROSPECT STREET
Agency Representative _____
Title _____ Phone _____ Date of Contract 2018

3. Contracting Agency WDOT
Description of Work 45+96 RAB
Agency Representative DAN ST. PIERRE
Title PM Phone 715-344-9999 Date of Contract 2018

4. Contracting Agency VILLAGE OF ASHWAUBENDON
Description of Work 3 PONDS - MIKE MCCARTHY WAY
Agency Representative STEVE BIRR
Title ASSISTANT DPW Phone 920 492-2310 Date of Contract 2018

5. Contracting Agency VILLAGE OF HARRISON
Description of Work WILLOW DR. - SEWER + WATER
Agency Representative LEE RIEBOLD
Title PM Phone 920-751-4200 Date of Contract 2018

Name of Bidder PETERS CONCRETE Co.
By JAMES V. STANLEY

AFFIDAVIT OF NON-COLLUSION

STATE OF WISCONSIN

COUNTY OF BROWN

I Hereby swear (or affirm) under the penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this

21 day of February, 2019

Janel Peters 12-5-21
Notary

[Signature]
Bidder's Signature

V.P.
Title

TRIPLE P. INC. DBA PETERS CONCRETE CO.
Company



7

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Document A310™ – 2010

Bid Bond

Bond Number: 2404284

CONTRACTOR:

(Name, legal status and address)

Triple P, Inc. DBA Peters Concrete Company
1516 Atkinson Dr
Green Bay, WI 54303-3748

SURETY:

(Name, legal status and principal place of business)

West Bend Mutual Insurance Company
PO Box 620976
Middleton, WI 53562

ADDITIONS AND DELETIONS:

The author of this document has added information needed for its completion. The author may also have revised the text of the original AIA standard form. An *Additions and Deletions Report* that notes added information as well as revisions to the standard form text is available from the author and should be reviewed. A vertical line in the left margin of this document indicates where the author has added necessary information and where the author has added to or deleted from the original AIA text.

OWNER:

(Name, legal status and address)

Town of Greenville
W6860 Parkview Dr
Greenville WI 54942-8031

BOND AMOUNT: \$ Five Percent of the Amount Bid

PROJECT:

(Name, location or address, and Project number, if any)

Julius Drive Reconstruction-TRID

The Contractor and Surety are bound to the Owner in the amount set forth above, for the payment of which the Contractor and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, as provided herein. The conditions of this Bond are such that if the Owner accepts the bid of the Contractor within the time specified in the bid documents, or within such time period as may be agreed to by the Owner and Contractor, and the Contractor either (1) enters into a contract with the Owner in accordance with the terms of such bid, and gives such bond or bonds as may be specified in the bidding or Contract Documents, with a surety admitted in the jurisdiction of the Project and otherwise acceptable to the Owner, for the faithful performance of such Contract and for the prompt payment of labor and material furnished in the prosecution thereof; or (2) pays to the Owner the difference, not to exceed the amount of this Bond, between the amount specified in said bid and such larger amount for which the Owner may in good faith contract with another party to perform the work covered by said bid, then this obligation shall be null and void, otherwise to remain in full force and effect. The Surety hereby waives any notice of an agreement between the Owner and Contractor to extend the time in which the Owner may accept the bid. Waiver of notice by the Surety shall not apply to any extension exceeding sixty (60) days in the aggregate beyond the time for acceptance of bids specified in the bid documents, and the Owner and Contractor shall obtain the Surety's consent for an extension beyond sixty (60) days.

If this Bond is issued in connection with a subcontractor's bid to a Contractor, the term Contractor in this Bond shall be deemed to be Subcontractor and the term Owner shall be deemed to be Contractor.

When this Bond has been furnished to comply with a statutory or other legal requirement in the location of the Project, any provision in this Bond conflicting with said statutory or legal requirement shall be deemed deleted herefrom and provisions conforming to such statutory or other legal requirement shall be deemed incorporated herein. When so furnished, the intent is that this Bond shall be construed as a statutory bond and not as a common law bond.

Init.

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User Notes:

(3B9ADA17)

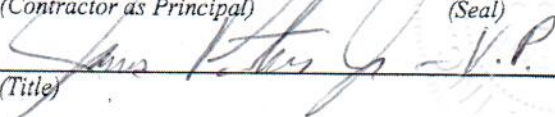
Signed and sealed this 21 day of February, 2019




(Witness)



(Witness)

Triple P, Inc-DBA Peters Concrete Company
(Contractor as Principal) (Seal)


(Title)

West Bend Mutual Insurance Company
(Surety) (Seal)


(Title) Debra A Hinkes, Attorney in fact



Init.



THE SILVER LINING*

Bond No. 2404284

POWER OF ATTORNEY

Know all men by these Presents, That West Bend Mutual Insurance Company, a corporation having its principal office in the City of West Bend, Wisconsin does make, constitute and appoint:

Debbra A Hinkes

lawful Attorney(s)-in-fact, to make, execute, seal and deliver for and on its behalf as surety and as its act and deed any and all bonds, undertakings and contracts of suretyship, provided that no bond or undertaking or contract of suretyship executed under this authority shall exceed in amount the sum of: Seven Million Five Hundred Thousand Dollars (\$7,500,000)

This Power of Attorney is granted and is signed and sealed by facsimile under and by the authority of the following Resolution adopted by the Board of Directors of West Bend Mutual Insurance Company at a meeting duly called and held on the 21st day of December, 1999.

Appointment of Attorney-In-Fact. The president or any vice president, or any other officer of West Bend Mutual Insurance Company may appoint by written certificate Attorneys-In-Fact to act on behalf of the company in the execution of and attesting of bonds and undertakings and other written obligatory instruments of like nature. The signature of any officer authorized hereby and the corporate seal may be affixed by facsimile to any such power of attorney or to any certificate relating thereto and any such power of attorney or certificate bearing such facsimile signatures or facsimile seal shall be valid and binding upon the company, and any such power so executed and certified by facsimile signatures and facsimile seal shall be valid and binding upon the company in the future with respect to any bond or undertaking or other writing obligatory in nature to which it is attached. Any such appointment may be revoked, for cause, or without cause, by any said officer at any time.

In witness whereof, the West Bend Mutual Insurance Company has caused these presents to be signed by its president undersigned and its corporate seal to be hereto duly attested by its secretary this 22nd day of September, 2017.

Attest Christopher C. Zwygart
Christopher C. Zwygart
Secretary



Kevin A. Steiner
Chief Executive Officer/President

State of Wisconsin
County of Washington

On the 22nd day of September, 2017, before me personally came Kevin A. Steiner, to me known being by duly sworn, did depose and say that he resides in the County of Washington, State of Wisconsin; that he is the President of West Bend Mutual Insurance Company, the corporation described in and which executed the above instrument; that he knows the seal of the said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the board of directors of said corporation and that he signed his name thereto by like order.



Juli A. Benedum
Senior Corporate Attorney
Notary Public, Washington Co., WI
My Commission is Permanent

The undersigned, duly elected to the office stated below, now the incumbent in West Bend Mutual Insurance Company, a Wisconsin corporation authorized to make this certificate, Do Hereby Certify that the foregoing attached Power of Attorney remains in full force effect and has not been revoked and that the Resolution of the Board of Directors, set forth in the Power of Attorney is now in force.

Signed and sealed at West Bend, Wisconsin this 21st day of February, 2019



Heather Dunn
Vice President - Chief Financial Officer

Notice: Any questions concerning this Power of Attorney may be directed to the Bond Manager at NSI, a division of West Bend Mutual Insurance Company.

The Bid is to be submitted on photocopies of this Bid Form and the attachments provided.

DOCUMENT 00 41 00

BID FORM - ADDENDUM 2

Total Amount of Bid \$ 1,109,745.82

Contractor's Name Relyco, Inc

Telephone 920.983.9040

PROJECT IDENTIFICATION: Julius Drive Reconstruction - TRID
School Road to Spring Road
Town of Greenville, Outagamie County, Wisconsin
SEH No. GREEV 138699

BIDS DUE: 4:00 p.m., Thursday, February 21, 2019

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Article 9 – Bid Submittal	7

ARTICLE 1 – BID RECIPIENT

- 1.01 This Bid is submitted to: **Town of Greenville**
W6860 Parkview Drive
Greenville, WI 54942
- 1.02 The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

- 2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. The Bid will remain subject to acceptance for 60 days after the day of Bid opening, or for such longer period of time that Bidder may agree to in writing upon request of Owner.

ARTICLE 3 – BIDDER’S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

- A. Bidder has examined and carefully studied the Bidding Documents, and any data and reference items identified in the Bidding Documents, and hereby acknowledges receipt of the following Addenda:

Addendum No.	Addendum Date
<u>1</u>	<u>02/14/2019</u>
<u>2</u>	<u>02/20/2019</u>
<u> </u>	<u> </u>

- B. Bidder has visited the Site, conducted a thorough, alert visual examination of the Site and adjacent areas, and become familiar with and satisfied itself as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
- C. Bidder is familiar with and is satisfied as to all Laws and Regulations that may affect cost, progress and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or adjacent to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings, and (2) reports and drawings relating to Hazardous Environmental Conditions, if any, at or adjacent to the Site that have been identified in the Supplementary Conditions, especially with respect to Technical Data in such reports and drawings.
- E. Bidder has considered the information known to Bidder itself; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Bidding Documents; and any Site-related reports and drawings identified in the Bidding Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, and (3) Bidder’s safety precautions and programs.
- F. Bidder agrees, based on the information and observations referred to in the preceding paragraph, that no further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and confirms that the written resolution thereof by Engineer is acceptable to Bidder.
- I. The Bidding Documents are generally sufficient to indicate and convey understanding of all terms and conditions for the performance and furnishing of the Work.

ARTICLE 4 – BIDDER’S CERTIFICATION

4.01 Bidder certifies that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any collusive agreement or rules of any group, association, organization, or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and

- D. Bidder has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for the Contract. For the purposes of this Paragraph 4.01.D:
1. "corrupt practice" means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process;
 2. "fraudulent practice" means an intentional misrepresentation of facts made (a) to influence the bidding process to the detriment of Owner, (b) to establish bid prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
 3. "collusive practice" means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish bid prices at artificial, non-competitive levels; and
 4. "coercive practice" means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
201.0105	Clearing	STA	5	\$ <u>350.00</u>	\$ <u>1,750.00</u>
201.0205	Grubbing	STA	5	\$ <u>350.00</u>	\$ <u>1,750.00</u>
203.0100	Removing Small Pipe Culverts	EACH	33	\$ <u>295.00</u>	\$ <u>9,735.00</u>
204.0150	Removing Curb and Gutter	LF	168	\$ <u>5.00</u>	\$ <u>840.00</u>
205.0100	Excavation Common	CY	13,240	\$ <u>10.85</u>	\$ <u>143,654.00</u>
213.0100	Finishing Roadway (Project)	EACH	1	\$ <u>1500.00</u>	\$ <u>1,500.00</u>
305.0110	Base Aggregate Dense 3/4-inch	TON	995	\$ <u>22.50</u>	\$ <u>22,387.50</u>
305.0120	Base Aggregate Dense 1 1/4-inch	TON	19,309	\$ <u>13.75</u>	\$ <u>265,498.75</u>
312.0115	Select Crushed Material	CY	540	\$ <u>40.00</u>	\$ <u>21,600.00</u>
416.0160	Concrete Driveway 6-inch	SY	224	\$ <u>46.00</u>	\$ <u>10,304.00</u>
455.0605	Tack Coat	GAL	1,359	\$ <u>2.25</u>	\$ <u>3,057.75</u>
460.5223	HMA Pavement 3 LT 58-28 S	TON	2,854	\$ <u>55.70</u>	\$ <u>158,967.80</u>
460.5224	HMA Pavement 4 LT 58-28 S	TON	2,219	\$ <u>58.10</u>	\$ <u>128,923.90</u>
465.0105	Asphaltic Surface	TON	68	\$ <u>155.00</u>	\$ <u>10,540.00</u>
465.0315	Asphaltic Flumes	SY	90	\$ <u>35.00</u>	\$ <u>3,150.00</u>
521.1018	Apron Endwalls for Culvert Pipe Steel 18-inch	EACH	26	\$ <u>300.00</u>	\$ <u>7,800.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
521.1708	Apron Endwalls for Pipe Arch Sloped Side Drains Steel 35-inch by 24-inch 4 to 1	EACH	18	\$ <u>560.00</u>	\$ <u>10,080.00</u>
521.3118	Culvert Pipe Corrugated Steel 18-inch	LF	424	\$ <u>57.00</u>	\$ <u>24,168.00</u>
521.3735	Pipe Arch Corrugated Steel 35-inch by 24-inch	LF	344	\$ <u>85.50</u>	\$ <u>29,412.00</u>
522.0418	Culvert Pipe Reinforced Concrete Class IV 18-inch	LF	488	\$ <u>56.00</u>	\$ <u>27,328.00</u>
522.0424	Culvert Pipe Reinforced Concrete Class IV 24-inch	LF	160	\$ <u>70.50</u>	\$ <u>11,280.00</u>
522.0436	Culvert Pipe Reinforced Concrete Class IV 36-inch	LF	168	\$ <u>100.00</u>	\$ <u>16,800.00</u>
522.1018	Apron Endwalls for Culvert Pipe Reinforced Concrete 18-inch 18-inch	EACH	14	\$ <u>735.00</u>	\$ <u>10,290.00</u>
522.1024	Apron Endwalls for Culvert Pipe Reinforced Concrete 24-inch 24-inch	EACH	6	\$ <u>875.00</u>	\$ <u>5,250.00</u>
522.1036	Apron Endwalls for Culvert Pipe Reinforced Concrete 36-inch 36-inch	EACH	4	\$ <u>1,250.00</u>	\$ <u>5,000.00</u>
601.0582	Concrete Curb and Gutter 4-inch Sloped 36-inch Type T	LF	1,005	\$ <u>18.00</u>	\$ <u>18,090.00</u>
606.0300	Riprap Heavy	CY	8	\$ <u>100.00</u>	\$ <u>800.00</u>
611.0420	Reconstructing Manholes	EACH	1	\$ <u>750.00</u>	\$ <u>750.00</u>
611.0430	Reconstructing Inlets	EACH	2	\$ <u>635.00</u>	\$ <u>1,270.00</u>
611.9800.S	Pipe Grates	EACH	4	\$ <u>1,475.00</u>	\$ <u>5,900.00</u>
619.1000	Mobilization	EACH	1	\$ <u>37,500.00</u>	\$ <u>37,500.00</u>
624.0100	Water	MGAL	191	\$ <u>25.00</u>	\$ <u>4,775.00</u>
625.0500	Salvaged Topsoil	SY	11,800	\$ <u>0.85</u>	\$ <u>10,030.00</u>
627.0200	Mulching	SY	12,600	\$ <u>0.20</u>	\$ <u>2,520.00</u>
628.1504	Silt Fence	LF	3,090	\$ <u>2.00</u>	\$ <u>6,180.00</u>
628.1520	Silt Fence Maintenance	LF	3,090	\$ <u>0.25</u>	\$ <u>772.50</u>
628.1905	Mobilizations Erosion Control	EACH	2	\$ <u>150.00</u>	\$ <u>300.00</u>
628.1910	Mobilizations Emergency Erosion Control	EACH	2	\$ <u>100.00</u>	\$ <u>200.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est. Quantity	Bid Unit Price	Bid Price
628.2008	Erosion Mat Urban Class I Type B	SY	3,070	\$ <u>1.85</u>	\$ <u>5679.50</u>
628.7005	Inlet Protection Type A	EACH	4	\$ <u>110.00</u>	\$ <u>440.00</u>
628.7015	Inlet Protection Type C	EACH	4	\$ <u>50.00</u>	\$ <u>200.00</u>
628.7504	Temporary Ditch Checks	LF	120	\$ <u>10.00</u>	\$ <u>1,200.00</u>
628.7570	Rock Bags	EACH	20	\$ <u>12.00</u>	\$ <u>240.00</u>
629.0210	Fertilizer Type B	CWT	20	\$ <u>60.00</u>	\$ <u>1,200.00</u>
630.0130	Seeding Mixture No. 30	LB	190	\$ <u>6.50</u>	\$ <u>1,235.00</u>
630.0140	Seeding Mixture No. 40	LB	190	\$ <u>6.50</u>	\$ <u>1,235.00</u>
630.0200	Seeding Temporary	LB	560	\$ <u>2.50</u>	\$ <u>1,400.00</u>
634.0614	Posts Wood 4-inch by 6-inch by 14-feet	EACH	30	\$ <u>60.00</u>	\$ <u>1,800.00</u>
637.2210	Signs Type II Reflective H	SF	162.76	\$ <u>20.00</u>	\$ <u>3,255.20</u>
637.2230	Signs Type II Reflective F	SF	24.75	\$ <u>23.00</u>	\$ <u>569.25</u>
638.2102	Moving Signs Type II	EACH	13	\$ <u>75.00</u>	\$ <u>975.00</u>
638.2602	Removing Signs Type II	EACH	14	\$ <u>30.00</u>	\$ <u>420.00</u>
638.3000	Removing Small Sign Supports	EACH	14	\$ <u>30.00</u>	\$ <u>420.00</u>
643.5000	Traffic Control	EACH	1	\$ <u>5500.00</u>	\$ <u>5500.00</u>
645.0120	Geotextile Type HR	SY	12	\$ <u>5.00</u>	\$ <u>60.00</u>
645.0140	Geotextile Type SAS	SY	25,000	\$ <u>1.55</u>	\$ <u>38,750.00</u>
646.1020	Marking Line Epoxy 4-inch	LF	17,280	\$ <u>0.45</u>	\$ <u>7,776.00</u>
646.5020	Marking Arrow Epoxy	EACH	16	\$ <u>100.00</u>	\$ <u>1,600.00</u>
646.5120	Marking Word Epoxy	EACH	8	\$ <u>110.00</u>	\$ <u>880.00</u>
648.0100	Locating No-Passing Zones	MI	1	\$ <u>1,500.00</u>	\$ <u>1,500.00</u>
650.4500	Construction Staking Subgrade	LF	5,607	\$ <u>0.01</u>	\$ <u>56.07</u>
650.5000	Construction Staking Base	LF	5,607	\$ <u>0.55</u>	\$ <u>3,083.85</u>
650.5500	Construction Staking Curb Gutter and Curb and Gutter	LF	1,005	\$ <u>0.90</u>	\$ <u>904.50</u>
650.6000	Construction Staking Pipe Culverts	EACH	33	\$ <u>35.00</u>	\$ <u>1,155.00</u>

UNIT PRICE SCHEDULE

Item No.	Description	Unit	Est.	Bid Unit Price	Bid Price
			Quantity		
650.9910	Construction Staking Supplemental Control	LS	1	\$ <u>500.00</u>	\$ <u>500.00</u>
650.9920	Construction Staking Slope Stakes	LF	5,807	\$ <u>0.85</u>	\$ <u>4,935.95</u>
690.0150	Sawing Asphalt	LF	1,051	\$ <u>1.30</u>	\$ <u>1,366.30</u>
690.0250	Sawing Concrete	LF	102	\$ <u>2.50</u>	\$ <u>255.00</u>
SPV.0090.01	Special Drain Tile Exploration and Repair	LF	200	\$ <u>5.00</u>	\$ <u>1,000.00</u>
TOTAL BID PRICE				\$	<u>1,109,745.82</u>

Unit Prices have been computed in accordance with Paragraph 13.03 of the General Conditions.

Bidder acknowledges that estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all Unit Price Bid items will be based on actual quantities, determined as provided in the Contract Documents.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before the dates or within the number of calendar days indicated in the Agreement.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages.

ARTICLE 7 – ATTACHMENTS TO THIS BID

- 7.01 The following documents are attached to and made a condition of this Bid:
 - A. Required Bid security.
 - B. List of Proposed Subcontractors.
 - C. List of Proposed Suppliers.
 - D. List of Project References.
 - E. Affidavit of Non-Collusion.

ARTICLE 8 – DEFINED TERMS

- 8.01 The terms used in this Bid with initial capital letters have the meanings stated in the Instructions to Bidders, the General Conditions, and the Supplementary Conditions.

ARTICLE 9 – BID SUBMITTAL

9.01 This Bid submitted by:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner - attach evidence of authority to sign)

Name (typed or printed): _____

A Joint Venture

Name of Joint Venturer: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature - attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

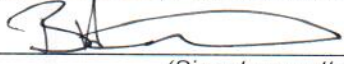
(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

A Corporation

Corporation Name: RELYCO, INC (SEAL)

State of Incorporation: WI

Type (General Business, Professional, Service, Limited Liability): CONTRACTOR

By: 
(Signature - attach evidence of authority to sign)

Name (typed or printed): BRAD OTTUM,

Title: PRESIDENT

Attest:  (CORPORATE SEAL)
(Signature of Corporate Secretary) THOMAS TESKE

Date of Qualification to do business in WISCONSIN is 03 /17 /05.
(State Where Project is Located)

9.02 Contact Information

Bidder's Business Address: PO BOX 5246
DE PERE, WI 54115

Phone: 920.983.9040 Facsimile: 920.983.9050 E-mail: brado@relycoinc.com

Submitted on Feb 21, 2019.

State Contractor License No. _____ (If applicable)

AFFIDAVIT OF NON-COLLUSION

STATE OF Wisconsin

COUNTY OF Brown

I Hereby swear (or affirm) under the penalty of perjury:

- 1) That I am the bidder (if the bidder is an individual), a partner in the bidder (if the bidder is a partnership) or an officer or employee of the bidder corporation having authority to sign on its behalf (if the bidder is a corporation);
- 2) That the attached bid or bids have been arrived at by the bidder individually and have been submitted without collusion with, and without any agreement, understanding or planned common course of action with any other vendor of materials, supplies, equipment or services described in the invitation to bid designed to limit individual bidding or competition;
- 3) That the contents of the bid or bids have not been communicated by the bidder or its employees or agents to any person not an employee or agent of the bidder or its surety on any bond furnished with the bid or bids, and will not be communicated to any such person, prior to any official opening of the bid or bids; and
- 4) That I have fully informed myself regarding the accuracy of the statements made in this affidavit.

Subscribed and sworn to before me this

21 day of February, 2019

Valentyn Tereshchenko
Notary

My commission expires on 2/19/21



[Handwritten Signature]

Bidder's Signature

President

Title

Relyco, Inc

Company

LIST OF PROPOSED SUPPLIERS

Company County Materials Telephone No. 920-494-3436
Name of Contact Rich Carroll
Address 2446 Century Rd, Green Bay, WI 54307
Material/Equipment to be Supplied concrete pipe and endwalls

Company Ferguson Waterworks Telephone No. _____
Name of Contact Alex Putter
Address 5350 N. Richmond Street, Appleton
Material/Equipment to be Supplied Metal pipe & endwalls, drain tile

Company MCC Telephone No. 920-749-3380
Name of Contact Ken Murphy
Address 2600 N. Roemer Rd, PO Box 1137, Appleton
Material/Equipment to be Supplied base aggregates

Company Brock White Telephone No. 920-730-7840
Name of Contact Rich Moynihan
Address _____
Material/Equipment to be Supplied Geotextile fabric

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

Company _____ Telephone No. _____
Name of Contact _____
Address _____
Material/Equipment to be Supplied _____

LIST OF PROPOSED SUBCONTRACTORS

Company Century Fence Telephone No. 262-547-3331
 Name of Contact Jason Voelker
 Address PO Box 727, Pewaukee, WI 53072-0727
 Type of Construction Pavement Marking

Company Highway Landscapers Telephone No. 920-759-1701
 Name of Contact Tim Pajel
 Address 1900 Bohm Drive, Little Chute, WI 54140
 Type of Construction Erosion Control, Restoration

Company Northeast Asphalt Telephone No. 920-757-7501
 Name of Contact Aaron Green
 Address W 6380 Design Drive, Greenville, WI 54942
 Type of Construction Asphalt pavement

Company Sommers Construction Telephone No. 920-986-3301
 Name of Contact Fred Sommers
 Address W7841 Smith Street, Shiocton, WI 54170
 Type of Construction concrete pavement

Company Storm Companies Telephone No. 920-375-0529
 Name of Contact GREG Felton
 Address OSHKOSH
 Type of Construction Traffic Control

Company Wisconsin Land Surveying, Inc Telephone No. 920-680-2297
 Name of Contact Joe Braulline
 Address 3552 Glen Oaks Pass, Green Bay, WI 54311
 Type of Construction construction staking

See Attached

PROJECT REFERENCES

Below is a listing of the 5 most recent projects of a similar nature to this project which we have completed.

1. Contracting Agency _____
 Description of Work _____
 Agency Representative _____
 Title _____ Phone _____ Date of Contract _____

2. Contracting Agency _____
 Description of Work _____
 Agency Representative _____
 Title _____ Phone _____ Date of Contract _____

3. Contracting Agency _____
 Description of Work _____
 Agency Representative _____
 Title _____ Phone _____ Date of Contract _____

4. Contracting Agency _____
 Description of Work _____
 Agency Representative _____
 Title _____ Phone _____ Date of Contract _____

5. Contracting Agency _____
 Description of Work _____
 Agency Representative _____
 Title _____ Phone _____ Date of Contract _____

Name of Bidder _____

By _____

RELYCO ~ COMPLETED JOBS ~ 2014-2018

Attachment B

Project	Owner/Contract	Description	Location	Size of Project	Type of Work	Completed
91402	CITY OF DEPERE	HEMLOCK CREEK	BROWN	\$ 126,634	GRADING & SEWER	2014
91407	WI DOT NE REGION	STH 96 WRIGHTSTOWN	BROWN	\$ 640,437	HWY GRADING	2014
91401	WI DOT SW REGION	STH 16 WATERTOWN TO WAUKESHA	JEFFERSON	\$ 1,488,006	GRADING & SEWER	2014
91411	CITY OF DEPERE	CLEARING & GRUBBING	BROWN	\$ 44,127	GRADING	2014
91403	WI DOT SW REGION	STH 60 LOWELL TO HARTFORD	DODGE	\$ 1,657,352	GRADING & SEWER	2014
91405	TOWN OF ALGOMA	JONES PARK	WINNEBAGO	\$ 231,399	GRADING	2014
91404	ADVANCE CONSTR.	DOUSMAN MAIN ST	WAUKESHA	\$ 312,854	GRADING	2014
91406	CITY OF OSHKOSH	ARMORY	WINNEBAGO	\$ 3,074,444	GRADING	2014
91413	OCONTO FALLS	FOOTBALL FIELD	OCONTO	\$ 214,661	GRADING	2015
91414	DORNER	OSHKOSH SW IND PARK	WINNEBAGO	\$ 2,020,686	GRADING	2015
91501	NEA	STH 26 - ROSENDALE	FONDULAC	\$ 1,549,476	GRADING	2015
91502	USH 10 - STH 441	USH 10-STH 441	WINNEBAGO	\$ 4,218,336	GRADING	2015
91503	KRUCZEK	BLUEMOUND GRAND CHUTE	OUTAGAMIE	\$ 592,390	GRADING	2015
91506	NEA	STRIPPING QUARRIES	BROWN	\$ 47,369	EXCAVATION	2015
91508	FOSTER MONTEVIDEO	STRIP OVERBURDEN	OCONTO	\$ 99,691	GRADING	2015
91510	HOFFMAN CONSTR	2015 JOBS	BROWN	\$ 63,689	GRADING	2015
91530	GAUTHIER & SONS	2015 JOBS	BROWN	\$ 57,144	SITE WORK	2015
91603	NORTHEAST ASPHALT	GB-LUXEMBURG	BROWN	\$ 355,652	GRADING	2016
91604	NORTHEAST ASPHALT	HWY 64-HOLLISTER STH 55	LANGLADE	\$ 238,997	GRADING	2016
91605	NORTHEAST ASPHALT	S CO LINE 64	LANGLADE	\$ 137,187	GRADING	2016
91606	TOWN OF MENASHA	TIMBER RUN ST RECONSTRUCTION	WINNEBAGO	\$ 214,001	GRADING & SEWER	2016
91608	NORTHEAST ASPHALT	STH 55 - LANGLADE	LANGLADE	\$ 173,116	GRADING	2016
91609	RADTKE CONTRACTORS	CTH BB LITTLE RIVER BRIDGE	MARINETTE	\$ 83,206	GRADING	2016
91610	NORTHEAST ASPHALT	NEA PROJECTS 2016		\$ 200,624	EXCAVATION	2016
91612	KRUCZEK CONSTR	DE PERE 16-09	BROWN	\$ 195,317	GRADING	2016
91615	LUNDA CONSTR	HWY 41-441 WB BRIDGES		\$ 2,793,382	GRADING	2018
91616	TOWN OF LAWRENCE	WILLIAMS GRANT	BROWN	\$ 128,904	GRADING	2016
91412	WIS DOT	US 10 / STH 441	WINNEBAGO	\$ 1,902,377	GRADING, STORM	2017
91504	WIS DOT	US 10 / STH 441	WINNEBAGO	\$ 1,717,784	GRADING	2017
91601	CITY OF DE PERE	DE PERE 16-04A	BROWN	\$ 285,175	GRADING	2017
91602	CITY OF DE PERE	DE PERE 16-04B	BROWN	\$ 1,646,773	GRADING, STORM	2017
91614	DANE COUNTY	DANE CO LANDFILL, CELL 2	DANE	\$ 2,011,577	GRADING	2017
91613	TOWN OF CLYMAN	TRAIN / LAIRD RD	DODGE	\$ 680,089	GRADING, STORM	2017
91617	VILLAGE OF LEDGEVIEW	LEDGEVIEW PONDS	BROWN	\$ 550,000	GRADING	2017
91701	WIS DOT	US 41 KAUKAUNA - DE PERE	BROWN	\$ 2,022,471	GRADING	2018
91702	ONEIDA	ONEIDA MANURE STORAGE	OUTAGAMIE	\$ 241,407	GRADING	2017
91703	WASTE MGMT	MENOMINEE ACCESS RD	MENOMINEE	\$ 190,635	GRADING	2017
91704	WIS DOT / AMERIC ASPHALT	STH 54 - WAUPACA COUNTY	WAUPACA	\$ 373,960	GRADING, STORM	2017
91707	CITY OF GREEN BAY	MOSSY OAK STORM WATER FACILITY	BROWN	\$ 847,818	GRADING, STORM	2018
91712	MICHELS CORP	STH 144 MICHELS		\$ 183,847	GRADING	2018
91713	WASTE MANAGEMENT	RIDGEVIEW CELL 2B	MANITOWOC	\$ 525,654	GRADING	2018
91714	NEENAH PAPER INC	NEENAH NORTH ISLAND WALL		\$ 36,668	GRADING	2018
91813	GAUTHIER & SONS	TWEET GAROT WRIGHTSTOWN		\$ 204,634	GRADING	2018
91819	BROADWAY ENTERPRISES	BROADWAY ASHLAND		\$ 611,623	GRADING	2018
91821	HOFFMAN CONSTR	APPLETON		\$ 70,533	GRADING	2018

RELYCO ~ Awarded Contracts

Job	Year Awarded	Description	Dept Desc	Cust Name	Amount
91601	2016	KRUCZEK DEPERE 16-04A	EXCAVATION	KRUCZEK CONST INC	\$322,074.50
91602	2016	DE PERE 16-04B	GRADING, STORM	CITY OF DE PERE	\$1,592,412.82
91603	2016	NEA GB-LUXEMBURG	GRADING	NORTHEAST ASPHALT INC	\$352,735.96
91604	2016	NEA 64 - HOLLISTER STH 55	GRADING	NORTHEAST ASPHALT INC	\$263,248.90
91606	2016	MENASHA TIMBER RUN	GRADING, SEWER	TOWN OF MENASHA	\$214,001.36
91607	2016	NEA STH 55 N CO LINE	GRADING	NORTHEAST ASPHALT INC	\$46,917.05
91608	2016	NEA STH 55 LANGLADE	GRADING	NORTHEAST ASPHALT INC	\$181,469.26
91609	2016	RADTKE CTH BB PESHTIGO	GRADING	RADTKE CONTRACTORS	\$83,423.41
91611	2016	KIMBERLY MEMORIAL PARK	EXCAVATION	VILLAGE OF KIMBERLY	\$1,076,749.57
91612	2016	KRUCZEK DEPERE 16-09	EXCAVATION	KRUCZEK CONST INC	\$193,363.83
91613	2016	TOWN OF CLYMAN TRAIN RD	GRADING, STORM	TOWN OF CLYMAN	\$669,859.44
91614	2016	91614 DANE COUNTY LANDFILL	EXCAVATION	DANE COUNTY	\$2,396,815.88
91615	2016	91615 LUNDA WB BRIDGES (41-441) 1517-07-77	GRADING	LUNDA CONSTRUCTION CO	\$2,793,381.77
91617	2016	DORNER LEDGVIEW	GRADING	DORNER INC	\$611,368.52
91701	2017	91701 NEA IH 41 1130-44-71	GRADING	NORTHEAST ASPHALT INC	\$2,022,471.00
91702	2017	ONEIDA MANURE STORAGE	EXCAVATION	ONEIDA NATION	\$237,401.04
91703	2017	WM MENOMINEE LANDFILL	EXCAVATION	WASTE MANAGEMENT	\$177,899.65
91704	2017	AMERICAN ASPHALT STH 54	GRADING	AMERICAN ASPHALT	\$390,433.61
91707	2017	GREEN BAY MOSSY OAK	EXCAVATION	CITY OF GREEN BAY	\$871,639.77
91708	2017	91708 KRUCZEK COTTER POND	EXCAVATION	KRUCZEK CONST INC	\$39,987.54
91710	2017	2017 GAUTHIER JOBS	GRADING	GAUTHIER & SONS CONST	\$3,230.00
91711	2017	NEA WRIGHTSTOWN	GRADING	NORTHEAST ASPHALT INC	\$32,384.43
91712	2017	STH 144 MICHELIS	GRADING	MICHELIS CORP	\$183,846.52

JC Job Master

91822	2018	GAUTHIER GREEN BAY PACKAGING	GRADING	GAUTHIER & SONS CONST	t&m
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UNANIMOUS CONSENT OF THE BOARD OF DIRECTORS
OF
RELYCO, INC

The undersigned, consisting of all the directors of Relyco, Inc. (the "Corporation"), do hereby consent in writing, pursuant to the provisions of Chapter 180 of the Wisconsin Statutes, to the actions set forth in the following resolutions:

1. ELECTION OF OFFICERS


RESOLVED, that the following persons be elected to the offices of the Corporation as set forth next to their respective names, to hold office until the next annual meeting and until their successors are elected and duly qualified:

President	Brad Ottum
Treasurer	Tom Teske
Secretary	Tom Teske

2. PROJECT BIDDING

RESOLVED, that the President and/or Secretary/Treasurer are each hereby authorized on behalf of the Corporation to sign road construction and earthmoving bidding, proposals and related contracts and agreements on behalf of the Corporation.

Signed as unanimous consent of the directors on January 1, 2016



Brad Ottum, Director



Tom Teske, Director

BID BOND

Any singular reference to Bidder, Surety, Owner or other party shall be considered plural where applicable.

BIDDER (Name and Address):

RELYCO, INC.
P. O. Box 5246
De Pere, WI 54115-5246

SURETY (Name, and Address of Principal Place of Business):

LIBERTY MUTUAL INSURANCE COMPANY
175 Berkeley Street
Boston, MA 02116

OWNER (Name and Address):

TOWN OF GREENVILLE
W6860 Parkview Drive
Greenville, WI 54942

BID

Bid Due Date: 2/21/2019

Description (Project Name— Include Location):

Julius Drive Reconstruction - TRID School Road to Spring Road, Town of Greenville, Outagamie County, Wisconsin.

BOND

Bond Number: N/A

Date: 2/21/2019

Penal sum _____ Five percent of amount bid. \$ 5% of Amount Bid
(Words) (Figures)

Surety and Bidder, intending to be legally bound hereby, subject to the terms set forth below, do each cause this Bid Bond to be duly executed by an authorized officer, agent, or representative.

BIDDER

RELYCO, INC. _____ (Seal)

Bidder's Name and Corporate Seal

By: _____

Signature

Brad Ottum

Print Name

President

Title

Attest: _____

Signature

Sec/Treasurer

Title

SURETY

LIBERTY MUTUAL INSURANCE COMPANY _____ (Seal)

Surety's Name and Corporate Seal

By: _____

Signature (Attach Power of Attorney)

Kelly Codv

Print Name

Attorney In Fact

Title

Attest: _____

Signature

Witness

Title

Note: Addresses are to be used for giving any required notice.

Provide execution by any additional parties, such as joint venturers, if necessary.

1. Bidder and Surety, jointly and severally, bind themselves, their heirs, executors, administrators, successors, and assigns to pay to Owner upon default of Bidder the penal sum set forth on the face of this Bond. Payment of the penal sum is the extent of Bidder's and Surety's liability. Recovery of such penal sum under the terms of this Bond shall be Owner's sole and exclusive remedy upon default of Bidder.
2. Default of Bidder shall occur upon the failure of Bidder to deliver within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents.
3. This obligation shall be null and void if:
 - 3.1 Owner accepts Bidder's Bid and Bidder delivers within the time required by the Bidding Documents (or any extension thereof agreed to in writing by Owner) the executed Agreement required by the Bidding Documents and any performance and payment bonds required by the Bidding Documents, or
 - 3.2 All Bids are rejected by Owner, or
 - 3.3 Owner fails to issue a Notice of Award to Bidder within the time specified in the Bidding Documents (or any extension thereof agreed to in writing by Bidder and, if applicable, consented to by Surety when required by Paragraph 5 hereof).
4. Payment under this Bond will be due and payable upon default of Bidder and within 30 calendar days after receipt by Bidder and Surety of written notice of default from Owner, which notice will be given with reasonable promptness, identifying this Bond and the Project and including a statement of the amount due.
5. Surety waives notice of any and all defenses based on or arising out of any time extension to issue Notice of Award agreed to in writing by Owner and Bidder, provided that the total time for issuing Notice of Award including extensions shall not in the aggregate exceed 120 days from the Bid due date without Surety's written consent.
6. No suit or action shall be commenced under this Bond prior to 30 calendar days after the notice of default required in Paragraph 4 above is received by Bidder and Surety and in no case later than one year after the Bid due date.
7. Any suit or action under this Bond shall be commenced only in a court of competent jurisdiction located in the state in which the Project is located.
8. Notices required hereunder shall be in writing and sent to Bidder and Surety at their respective addresses shown on the face of this Bond. Such notices may be sent by personal delivery, commercial courier, or by United States Registered or Certified Mail, return receipt requested, postage pre-paid, and shall be deemed to be effective upon receipt by the party concerned.
9. Surety shall cause to be attached to this Bond a current and effective Power of Attorney evidencing the authority of the officer, agent, or representative who executed this Bond on behalf of Surety to execute, seal, and deliver such Bond and bind the Surety thereby.
10. This Bond is intended to conform to all applicable statutory requirements. Any applicable requirement of any applicable statute that has been omitted from this Bond shall be deemed to be included herein as if set forth at length. If any provision of this Bond conflicts with any applicable statute, then the provision of said statute shall govern and the remainder of this Bond that is not in conflict therewith shall continue in full force and effect.
11. The term "Bid" as used herein includes a Bid, offer, or proposal as applicable.



This Power of Attorney limits the acts of those named herein, and they have no authority to bind the Company except in the manner and to the extent herein stated.

Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

Certificate No. 8196827- 354019

POWER OF ATTORNEY

KNOWN ALL PERSONS BY THESE PRESENTS: That The Ohio Casualty Insurance Company is a corporation duly organized under the laws of the State of New Hampshire, that Liberty Mutual Insurance Company is a corporation duly organized under the laws of the State of Massachusetts, and West American Insurance Company is a corporation duly organized under the laws of the State of Indiana (herein collectively called the "Companies"), pursuant to and by authority herein set forth, does hereby name, constitute and appoint, Kelly Cody, Christopher Hovden, Roxanne Jensen, Christopher H. Kondrick, Brian L. Krause, Trudy A. Szalewski

all of the city of Green Bay state of WI each individually if there be more than one named, its true and lawful attorney-in-fact to make, execute, seal, acknowledge and deliver, for and on its behalf as surety and as its act and deed, any and all undertakings, bonds, recognizances and other surety obligations, in pursuance of these presents and shall be as binding upon the Companies as if they have been duly signed by the president and attested by the secretary of the Companies in their own proper persons.

IN WITNESS WHEREOF, this Power of Attorney has been subscribed by an authorized officer or official of the Companies and the corporate seals of the Companies have been affixed thereto this 12th day of September, 2018.



Liberty Mutual Insurance Company
The Ohio Casualty Insurance Company
West American Insurance Company

By: David M. Carey, Assistant Secretary

Not valid for mortgage, note, loan, letter of credit, currency rate, interest rate or residual value guarantees.

State of PENNSYLVANIA ss
County of MONTGOMERY

On this 12th day of September, 2018 before me personally appeared David M. Carey, who acknowledged himself to be the Assistant Secretary of Liberty Mutual Insurance Company, The Ohio Casualty Company, and West American Insurance Company, and that he, as such, being authorized so to do, execute the foregoing instrument for the purposes therein contained by signing on behalf of the corporations by himself as a duly authorized officer.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed my notarial seal at King of Prussia, Pennsylvania, on the day and year first above written.



COMMONWEALTH OF PENNSYLVANIA
Notarial Seal
Teresa Pastella, Notary Public
Upper Merion Twp., Montgomery County
My Commission Expires March 28, 2021
Member, Pennsylvania Association of Notaries

By: Teresa Pastella, Notary Public

This Power of Attorney is made and executed pursuant to and by authority of the following By-laws and Authorizations of The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company which resolutions are now in full force and effect reading as follows:

ARTICLE IV - OFFICERS: Section 12. Power of Attorney.

Any officer or other official of the Corporation authorized for that purpose in writing by the Chairman or the President, and subject to such limitation as the Chairman or the President may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Corporation to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact, subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Corporation by their signature and execution of any such instruments and to attach thereto the seal of the Corporation. When so executed, such instruments shall be as binding as if signed by the President and attested to by the Secretary. Any power or authority granted to any representative or attorney-in-fact under the provisions of this article may be revoked at any time by the Board, the Chairman, the President or by the officer or officers granting such power or authority

ARTICLE XIII - Execution of Contracts: Section 5 Surety Bonds and Undertakings.

Any officer of the Company authorized for that purpose in writing by the chairman or the president, and subject to such limitations as the chairman or the president may prescribe, shall appoint such attorneys-in-fact, as may be necessary to act in behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations. Such attorneys-in-fact subject to the limitations set forth in their respective powers of attorney, shall have full power to bind the Company by their signature and execution of any such instruments and to attach thereto the seal of the Company. When so executed such instruments shall be as binding as if signed by the president and attested by the secretary.

Certificate of Designation - The President of the Company, acting pursuant to the Bylaws of the Company, authorizes David M. Carey, Assistant Secretary to appoint such attorneys-in-fact as may be necessary to act on behalf of the Company to make, execute, seal, acknowledge and deliver as surety any and all undertakings, bonds, recognizances and other surety obligations.

Authorization - By unanimous consent of the Company's Board of Directors, the Company consents that facsimile or mechanically reproduced signature of any assistant secretary of the Company, wherever appearing upon a certified copy of any power of attorney issued by the Company in connection with surety bonds, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

I, Renee C. Llewellyn, the undersigned, Assistant Secretary, The Ohio Casualty Insurance Company, Liberty Mutual Insurance Company, and West American Insurance Company do hereby certify that the original power of attorney of which the foregoing is a full, true and correct copy of the Power of Attorney executed by said Companies, is in full force and effect and has not been revoked.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seals of said Companies this 21st day of February, 2019



By: Renee C. Llewellyn, Assistant Secretary

To confirm the validity of this Power of Attorney call 1-610-832-8240 between 9:00 am and 4:30 pm EST on any business day.

MEETING: Town Board
DATE: March 11 2019

AGENDA ITEM #: TB - 9d
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: 2/25/2019
RE: Purchase of Reserve Salt

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: When submitting a contract with the State of Wisconsin Department of Transportation the Town had the ability to reserve salt if the amount that was originally purchased was not enough. In this case, the Town signed a contract for 130 tons of salt to be on reserve, with the hopes of not needing this reserve. Unfortunately, the winter of 2018-2019 has been a challenge for all that are in the snow removal business, public or private. This is in not in reference to one large event, like we seen in April of 2018, this is an abnormal snow season in general. This can be seen in many different areas throughout the state whether a 131 car pile-up on I-41, snowmobile trails that have been open for more than just a few days, amount of snow on the sides of the roads, or numerous school cancelations.

Generally, during an average snowstorm the Town will use 30-50 tons of salt depending on the duration of the event, the wind, and the consistency of the snow. We have budgeted for 650 tons of salt or the equivalent to 13 events. With that being said, we have had over 13 events, at the time of drafting this (2/25/19) we are at 19 events with 2 additional in the 5-day forecast. Of these 19 events, 4 had freezing rain or rain that was followed by extreme cold. At times, this pushed us to use sand rather than salt, however we try to limit this use because it has negative effects on storm water infrastructure.

STAFF RECOMMENDATION: Staff recommends the Board approve the purchase of additional salt as spelled out below. If the Board is in agreement, the following motion may be made: ***"Motion to purchase the reserve quantity that was not formally budgeted for at a price of \$7,696"***

POLICY/PLAN REFERENCE(S):

N/A

FISCAL IMPACT:

Is there a fiscal impact? Yes, \$7,696
Is it currently budgeted or planned? No
Amount budgeted: \$0
Account #: Emergency Reserve

Attachments:

1. MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID

MUNICIPAL AGREEMENT TO PURCHASE SODIUM CHLORIDE ON WISDOT BID (March 2018)

**THIS AGREEMENT MUST BE SIGNED, DATED, AND RECEIVED BY LISA MEINHOLZ (saltadmin@dot.wi.gov)
WISDOT, Bureau of Highway Operations, P.O. Box 7986, Madison, WI 53707-7986)
NO LATER THAN 5 PM ON WEDNESDAY, APRIL 18, 2018.**

Annually the Wisconsin Department of Transportation, Bureau of Highway Maintenance takes bids for sodium chloride to be used as a deicing agent. For the 2018-19 bid the Department will receive a single, combined price to include three categories of delivery services for its road salt needs. They are:

1. Guaranteed Early Fill - this service is to take delivery of salt that will fill the purchaser's storage facilities to capacity. Salt contractor is required to complete delivery by November 16, 2018. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed early fill will be taken by the purchaser at the price awarded to the salt contractor. It obligates the salt contractor to deliver this guaranteed quantity. Early fill salt can be ordered as soon as the contracts are signed by the salt contractor. Salt contractors may ship road salt starting on the contract award date and concluding delivery by November 16, 2018 for 75% of the early fill quantity and December 1, 2018 for the remaining 25%. Notice to the purchasing agency is required as specified in the contract. The purchasing agency (Municipality or DOT) must order the salt by the November 16, 2018. Any unordered salt by these guidelines may result in forfeiture of salt in this category.
2. Guaranteed Seasonal Fill - this service is to take delivery of salt that will re-fill the storage facilities after November 16, 2018 and up to April 30, 2019. The contract guarantees the salt contractors that 100% of the bid quantity shown as guaranteed seasonal fill will be taken by the purchaser at the price awarded to the salt contractor, but the request for delivery is made by the purchasing agency. When both guaranteed early fill, and guaranteed seasonal fill are contracted, the municipality should take all early fill first before beginning to take delivery of seasonal fill.
3. Vendor Reserve - the salt contractor assures that it will have a reserve enabling it to provide additional salt up to the quantity let for bid as vendor reserve, which is taken at the discretion of the purchaser at the price awarded to the salt contractor. **The purchaser's vendor reserve cannot be more than 20% of the total of the Early Fill plus Seasonal Fill for a municipality.**

The WisDOT Bureau of Highway Maintenance will include the requested salt quantities for local units of government in the quantity for the statewide bid. Participating local units of government must agree to abide by the Special Terms and Conditions of the contract between WisDOT and the Salt Contractor including procedures for ordering, taking delivery, acknowledging receipt of delivery, making payment for salt received, salt quantities, salt unit prices, and assessing penalties. By signing, participants are also agreeing to comply with Administrative Code TRANS 277 which requires registration and compliance at all salt storage facilities. TRANS 277 also requires annual on-site storage facility inspections.

The TOWN of GREENVILLE OUTAGAMIE County requests WisDOT to acquire the following
(Name of Municipality) (County)

quantity of sodium chloride for the 2018-2019 winter season and agrees to purchase at least the quantities shown in item 3 and item 4 below and to make payment as contractually required.

1. Current Inventory 350 tons. (Include tonnage of yet to be delivered salt from 2017/2018 contract.)
2. Estimated Storage Capacity for Road Salt 950 tons. (This quantity should be the amount of storage available for regular road salt and should not include storage needed for sand/salt mix or other products)
3. Guaranteed Early Fill 50 tons. (Early fill orders (DT2208) requested after November 1, 2018 may not receive delivery by the November 16, 2018 date and will be at the vendor's discretion.)
4. Guaranteed Seasonal Fill 600 tons.
(Purchaser must take 100% delivery from the time the contract is awarded up to April 30, 2019)

5. Vendor Reserve 130 tons. (This quantity can be no more than 20% of the sum of Items 3 and 4. Quantities that do not meet this requirement will be adjusted accordingly. Purchaser may take delivery at its discretion between November 16, 2018 and up to April 30, 2019.)

Participants will receive a copy of the Bid Documents, the procedure to place orders, the form DT 2208 and instructions on how to use it, and assistance on other requirements contained in the Bid Documents.

***ALL SALT ORDERS MUST BE SUBMITTED TO SALT CONTRACTORS ON A DT2208 FORM**

Salt purchased under this agreement shall only be used on facilities owned and maintained by a municipality. If the municipality has contracted with a private entity to perform winter maintenance the salt purchased under this agreement shall not be used by the private entity on facilities not owned or maintained by a municipality.

Brian J. Rickett

Signature Approval Authority (electronic signature accepted)

4/18/18

Date

920-757-7276

Contact Phone Number
(ex: xxx-xxx-xxxx)

920-757-6342

Contact Fax Number
(ex: xxx-xxx-xxxx)

bvickert@townof
Contact E-mail Address greenville.com

MEETING: Town Board
DATE: March 11 2019

AGENDA ITEM #: TB - 9e
ACTION TYPE: Approval/Denial



"Town of Greenville"

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Brian Rickert, Public Works Director
Date: January 20, 2019
RE: **Soil Boring Summary for Spring Road**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: Included in the 2019 Town of Greenville Capital Improvement Plan is the pulverizing and paving of Spring Road from Manley Road to North Road. Before the design of the roadway took place sub-surface soil borings were performed. The reason to perform the borings is to see the suitability of the soil below the roadway to support vehicle traffic and to determine the cause of the pavement failures. After review of the Soil Boring Report from the geotechnical engineer, it was determined that 7 of the 10 boring locations had silt, peat, organic material below the base course. In addition, the base course is sand not a gravel material, as you would commonly see as a standard for constructing a roadway.

In the early to mid-1900s, it was a common practice to "roll" the ditches to the center of the proposed roadway to create the roadway subgrade. Commonly top soil was not stripped leaving this organic material trapped under the roadway. Organics under the roadway is less than desirable for various reasons they break down over time at all different rates and they also have the ability to absorb moisture causing frost heaves.

There are four options that currently exist:

- 1) DO NOTHING (\$0)
 - a. Pros
 - i. No expense
 - ii. No inconvenience to the traveling public (Road Closure)
 - b. Cons
 - i. "Kicking the Ball Down the Road"
 - ii. Increased maintenance
 - iii. Poor ride quality

2) MILL 2" AND PAVE 2" (~\$214,143)

- a. Pros
 - i. Low Cost
 - ii. Increased Ride Quality
 - iii. Less Maintenance
 - iv. Very Short Term Closure (1 to 2 weeks)
 - v. Construction can take place in the 2019 construction season
- b. Cons
 - i. Mirror/Reflective Cracking within first 2 years of pavement life
 - ii. Pavement will require a chip seal or other preventative maintenance to protect the surface
 - iii. Limited Life Span (10-15 Years)

3) FULL DEPTH PULVERIZE AND PAVE (~\$437,255)

- a. Pros
 - i. Current CIP plan and budgeted
 - ii. Mid-life span
 - iii. No maintenance for 10-15 years
 - iv. Short Term Closure (2 to 3 weeks)
 - v. Construction can take place in the 2019 construction season
- b. Cons
 - i. Contaminated subbase material will still be in place
 - ii. Organic material is still beneath roadway and will need to be addressed at some point in time.
 - iii. Middle Life Span (15-20 Years)

4) COMPLETE RECONSTRUCT (~\$1,041,411)

- a. Pros
 - i. Longest Pavement Life Possible (25-30 years)
 - ii. Can improve the safety with the back slope, fore slopes, and the clear zone
 - iii. Have the ability to easily change the cross section of the roadway
- b. Cons
 - i. Not budgeted for
 - ii. Long Term Closure (2 to 3 months)
 - iii. Impact to the residents and the traveling public during the closure
 - iv. Long-term commitment (any future improvements to the roadway would be hard to justify (bike lanes, trails, urbanization, etc.)
 - v. Potential Right of Way acquisition
 - vi. Not feasible to construct in the 2019 construction season

STAFF RECOMMENDATION: Staff recommends the Board approve the roadway replacement methods as spelled out below. If the Board is in agreement, the following motion may be made: ***“Motion to continue with the full depth pulverizing and paving of Julius Road from Manley to North Road after a review of the Geotechnical Evaluation and the Pros and Cons that were presented”***

Attachments:

1. Geotechnical Evaluation of Sub-Surface
2. Engineers Estimate for Mill and Overlay
3. Engineers Estimate for Pulverize and Relay



STREET	ADDRESS/LANE	LOCATION	BORING NUMBER	SURFACE YEAR (PASER RATINGS)	ASPHALT THICKNESS (IN)	BASE COURSE THICKNESS (IN)	SUBGRADE MATERIAL	COMMENTS	PROPOSED WORK TO BE COMPLETED	ALTERNATE WORK TO BE COMPLETED
Design Drive	150' East of Technical Drive (North) Int., EB Lane	Technical Drive to Tower View Drive	B-1	2002	5.0	13	Brown CLAY, with trace sand and gravel.	Base Course is Grayish brown SAND, with silt and trace gravel.		
	100' West of Technical Drive (South) Int., WB Lane	Technical Drive to Tower View Drive	B-2	2002	5.0	13	Brown CLAY, with trace sand.	Base Course is Grayish brown SAND, with silt and trace gravel.		
	W6380 Design Drive, WB Lane	Technical Drive to Tower View Drive	B-3	2002	4.0	10	Brown CLAY, with trace sand and gravel.	Base Course is Grayish brown SAND, with silt and gravel.		
	200' West of Tower View Drive Int., WB Lane	Technical Drive to Tower View Drive	B-4	2002	6.0	12	Grayish brown Gravelly SAND, with silt (1.5' to 3'), Brown SAND, with clay and clayey silt seams (3' to 5').	Base Course is Dark Brown SAND, with silt and trace gravel. Possible fill below (1.5' to 3').		
Spring Road - Phase One	200' East of Manley Road Int., WB Lane	Manley Road to North Road	S1-1	1988	8.0	7	Very dark brown SILT, with clay and gray fine sand seams (1.2' to 3'), Dark brown Silty CLAY, with fine sand and gray seams (3' to 5').	Base Course is Brown to Dark Brown SAND, with silt and trace gravel, moist. Possible topsoil/fill below (1.2' to 5').		
	W8048 Spring Road, EB Lane	Manley Road to North Road	S1-2	1988	6.0	7	Brown Sandy CLAY	Base Course is Brown to dark brown SAND, with silt and trace gravel.		
	800' East of W8048 Spring Road, WB Lane	Manley Road to North Road	S1-3	1988	8.0	6	Grayish brown SAND, with gravel and trace silt (1.2' to 3'), Black PEAT (3' to 5'), very dark brown Silty CLAY with brown fine sand seams (5' to 7').	Base Course is dark brown SAND, with silt and trace gravel. Possible fill, peat and topsoil below (1.2' to 7').		
	1000' East of W8048 Spring Road, EB Lane	Manley Road to North Road	S1-4	1988	8.0	8	Grayish brown SAND, with gravel and trace silt (1.4' to 2.5'), Black to very dark brown Organic Silt (2.5' to 4.5'), Gray Fine Sandy SILT (4.5' to 5').	Base Course is Brown SAND, with gravel and trace silt. Possible fill and Organic SILT below (1.4' to 4.5').		
	700' West of W7879 Spring Road driveway, WB Lane	Manley Road to North Road	S1-5	1988	6.0	6	Brown Fine SAND with gravel (1.2' to 3.5'), Dark brown Clayey SILT, with fine sand (3.5' to 5').	Base Course is Dark Brown Sand, with gravel and Silt. Possible fill below (1.2' to 5').		
	Field Entrance 300' west of W7879 Spring Rd driveway, EB Lane	Manley Road to North Road	S1-6	1988	7.0	10	Gray Silty SAND, with gravel and very dark brown silt seams (1.4' to 3'), Black Organic SILT (3' to 4'), Greenish brown Silty Fine SAND (4' to 5').	Base Course is Brown to dark brown SAND, with gravel and silt. Possible fill and organic silt below (1.4' to 4').		
	West Property Line of W7829 Spring Road, EB Lane	Manley Road to North Road	S1-7	1988	6.0	9	Grayish brown Gravelly SAND (1.3' to 3'), Black to very dark brown Organic SILT (3' to 5').	Base Course is Brown to dark brown SAND, with gravel and silt. Possible fill and organic silt below (1.3' to 5').		
	W7808 Spring Road, WB Lane	Manley Road to North Road	S1-8	1988	6.0	11	Dark brown Silty SAND with very dark brown seams and trace gravel (1.4' to 4'), Black PEAT (4' to 4.6'), Grayish brown CLAY (4.6' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill, peat, topsoil below (1.4' to 4.6').		

STREET	ADDRESS/LANE	LOCATION	BORING NUMBER	SURFACE YEAR (PASER RATINGS)	ASPHALT THICKNESS (IN)	BASE COURSE THICKNESS (IN)	SUBGRADE MATERIAL	COMMENTS	PROPOSED WORK TO BE COMPLETED	ALTERNATE WORK TO BE COMPLETED
	W7778 Spring Road, EB Lane	Manley Road to North Road	S1-9	1988	5.0	8	Very dark brown SILT, with brown silty fine sand seams (1.2' to 3'), Brown Silty Fine SAND, with clay and dark brown seams (3' to 5').	Base Course is Dark brown SAND, with gravel and silt. Possible fill, topsoil below (1.2' to 5').		
	W7735 Spring Road, WB Lane	Manley Road to North Road	S1-10	1988	5.0	13	Dark brown SILT, with sand and trace gravel (1.5' to 3'), Brown to dark brown Silty CLAY (3' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill below (1.5' to 5').		
Spring Road - Phase Two	W7690 Spring Road, EB Lane	North Road to Julius Drive	S2-1	1988	4.0	8	Very dark Brown Sandy CLAY, with trace gravel (1' to 1.5'), Brown CLAY, with trace sand (1.5' to 5').	Base Course is Brown Gravelly SAND, with silt. Possible topsoil below (1' to 1.5').		
	Spring Drive Intersection, EB Lane	North Road to Julius Drive	S2-2	1988	4.0	7	Dark Brown Silty CLAY, with gravel (0.9' to 4'), Brown CLAY, with trace sand (4' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill below (0.9' to 4').		
	W7608/W7618 Spring Road, WB Lane	North Road to Julius Drive	S2-3	1988	5.0	9	Dark brown Clayey SAND, with trace gravel (1.2' to 3'), Brown CLAY, with trace sand (3' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill below (1.2' to 3').		
	W7587 Spring Road, EB Lane	North Road to Julius Drive	S2-4	1988	4.0	10	Dark brown Silty CLAY (1.2' to 3'), Brown Silty CLAY, with dark brown seams (3' to 5').	Base Course is Brown SAND, with silt and trace gravel. Possible fill below (1.2' to 5').		
	Linda Lou Court Intersection, WB Lane	North Road to Julius Drive	S2-5	1988	5.0	7	Very dark brown Clayey SILT (1' to 2.5'), Brown CLAY. With trace sand.	Base Course is Brown SAND, with silt and trace gravel. Possible fill below (1' to 2.5').		
	W7507 Spring Road, EB Lane	North Road to Julius Drive	S2-6	1988	4.0	11	Brown Fine Sandy SILT (1.2' to 3'), Brown CLAY (3' to 5').	Base Course is Brown SAND, with silt and trace gravel.		
	W7459 Spring Road, WB Lane	North Road to Julius Drive	S2-7	1988	4.0	9	Brown to dark brown Silty SAND (1.2' to 3'), Very dark brown Clayey SILT, with brown silty sand seams (3' to 5').	Base Course is Brown Sand, with gravel and silt. Possible fill below (1.2' to 5').		
	W7420 Spring Road, EB Lane	North Road to Julius Drive	S2-8	1988	5.0	9	Dark brown Clayey SAND, with gravel (0.9' to 3'), Brown CLAY, with trace sand and gravel (3' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill below (0.9' to 3').		
	Terrace Drive Intersection, WB Lane	North Road to Julius Drive	S2-9	1988	4.0	10	Brown Fine Sandy SILT, with dark brown seams and gravel (1.2' to 3'), Brown CLAY, with sand and gravel (3' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill below (1.2' to 5').		
	W7328 Spring Road, EB Lane	North Road to Julius Drive	S2-10	1988	4.0	11	Grayish brown Silty Fine SAND, with gravel and dark brown seams (1.3' to 3'), Brown to very dark brown Silty CLAY, with trace root matter (3' to 5').	Base Course is Brown SAND, with gravel and silt. Possible fill and topsoil below (1.3' to 5').		

****ALL BORINGS ARE 5' DEEP****
 < 3.5" STANDARD ASPHALT THICKNESS
 < 11" STANDARD BASE COURSE THICKNESS
 BURIED TOPSOIL/ORGANICS



Town of Greenville

Spring Road, from North Road to Manley Road

February 19, 2019

Estimated Opinion of Probable Cost

Mill and Overlay Road Option

CONSTRUCTION METHOD IS TO MILL THE EXISTING ROADWAY 2" WITH A 2% CROWN CORRECTION, AND PAVE WITH 2" ASPHALT. ROADWAY HAS 11' LANES WITH 2' GRAVEL SHOULDERS. ROADWAY IS APPROXIMATELY 5,350 LF LONG

ITEM	QUANTITY	UNIT COST	TOTAL COST
MILL PAVEMENT, 2"	13300 SY	\$1.25	\$16,625
SHOULDERING	10700 LF	\$3.00	\$32,100
ASPHALT PAVING - 2"	1600 TON	\$70.00	\$112,000
EROSION CONTROL	1 LS	\$2,000.00	\$2,000
TRAFFIC CONTROL	1 LS	\$2,000.00	<u>\$2,000</u>
SUBTOTAL CONSTRUCTION			\$164,725
CONTINGENCY 10%			\$16,473
ENGINEERING AND ADMIN			<u>\$32,945</u>
TOTAL CONSTRUCTION			\$214,143



Town of Greenville

Spring Road, from North Road to Manley Road

August 17, 2018

Estimated Opinion of Probable Cost

Pulverize and Relay Road Option

CONSTRUCTION METHOD IS TO PULVERIZE AND RELAY THE EXISTING ROADWAY FULL DEPTH, TEST ROLL THE BASE COURSE, PATCH FAILING AREAS (ASSUMED 30% OF AREA), RESHAPE THE BASE TO RE-ESTABLISH A 2% CROWN, AND PAVE WITH 3.5" ASPHALT. ROADWAY HAS 11' LANES WITH 2' GRAVEL SHOULDERS. ROADWAY IS APPROXIMATELY 5,350 LF LONG

ITEM	QUANTITY	UNIT COST	TOTAL COST
PULVERIZE PAVEMENT	13300 SY	\$1.50	\$19,950
COMMON EXCAVATION, PATCHING - 12"	1330 CY	\$25.00	\$33,250
BASE COURSE - ROADWAY PATCHING - 12"	1330 CY	\$25.00	\$33,250
SUBGRADE REINFORCEMENT	4000 SY	\$2.00	\$8,000
SHOULDERING	10700 LF	\$3.00	\$32,100
FINE GRADING	13300 SY	\$1.00	\$13,300
ASPHALT PAVING - 3.5"	2750 TON	\$70.00	\$192,500
EROSION CONTROL	1 LS	\$2,000.00	\$2,000
TRAFFIC CONTROL	1 LS	\$2,000.00	\$2,000
SUBTOTAL CONSTRUCTION			\$336,350
CONTINGENCY 10%			\$33,635
ENGINEERING AND ADMIN			\$67,270
TOTAL CONSTRUCTION			\$437,255

MEETING: Town Board
DATE: March 11, 2019

AGENDA ITEM #: TB - 9f
ACTION TYPE: Approval/Denial



“Town of Greenville”

AGENDA MEMORANDUM

To: Honorable Town Chairperson and Town Supervisors
From: Tony Nowak, Director of Parks, Recreation and Forestry
Date: March 6, 2019
RE: **Special Event Policy**

ACTION TYPE: This item is for possible Town Board Approval/Denial.

BACKGROUND & SUMMARY: The current and existing Special Event Policy was drafted by the Parks, Recreation and Forestry Department to address special events that impact department resources. Staff has recognized that, as the Town grows, more special events will occur and that these event will impact additional Town resources. Therefore, staff has drafted a revised Special Event Policy that addresses all special events that impact Town resources.

The existing policy was used as the base for the proposed revision with several changes and additions made. A summary of some of the more significant changes are as follows:

- Expanded definition to include additional types of events including town wide rummage sales, block parties, parades and processions.
- Formation of a Special Event Committee to review all applications and recommend action to the Town Board.
- Removal of fees from the policy. Fee schedule will be incorporated into the Town Fees and Charges Schedule. Staff is not recommending changes to the fee structure.
- Removal of “Minor Event” classification. Three event classes maintained to be consistent between fees and insurance requirements.
- Insurance requirements based on event classification.
- Some additions to event requirements including accessibility, medical services and fire extinguishers.

This proposed revision, if adopted, will replace the existing Special Event Policy.

STAFF RECOMMENDATION: Staff recommends the Board adopt the Special Event Policy as proposed along with the Special Event Fee Schedule. If the Board is in agreement, the following motion may be made: ***“Motion to adopt the Special Event Policy as well as the Special Event Fee Schedule to be incorporated into the Town Fees and Charges Schedule.”***

POLICY/PLAN REFERENCE(S): Special Event Policy

FISCAL IMPACT: N/A

###

Attachments:

1. Special Event Policy
2. Special Event Fee Schedule



Town of Greenville

W6895-B Parkview Drive • PO Box 60 • Greenville WI 54942

Phone: (920) 757-5151 • Fax: (920) 757-0543

www.townofgreenville.com

SPECIAL EVENT POLICY

I. PURPOSE

It is recognized that special events often bring many benefits to the community. However, when these events are held on public premises or public right-of-way, they have the potential to impact the Town's resources, facilities and property. Each event has unique characteristics and will have a different impact. Therefore, events need to be considered on a case by case basis in order to promote the responsible use of publicly owned premises and right-of-way.

II. POLICY

Events or planned occurrences on Town premises and right-of-way that exceed the normal and ordinary use of such property, may be considered a special event and are subject to review and approval by the Town Board.

III. DEFINITION

A "special event" is defined as any planned extraordinary occurrence requiring Town services on public right-of-way or public premises including, but not limited to, concerts, festivals, fairs, parades, runs/walks, large company picnics, athletic events, block parties, organized rummage sales (10 or more participating sellers), and processions which is not within the normal and ordinary use of that property or which, by the nature of the event, may have a greater impact on Town services or resources than would have occurred had the event not taken place. Whether the event is considered within the normal, ordinary or intended use of public property shall be determined by the Town department that maintains jurisdiction over the proposed venue.

IV. PERMIT PROCEDURE

1. An application for a Special Event Permit along with ALL the required support materials shall be filed with the Town Clerk a minimum of 60 days prior to the event.
2. Along with the application, the event organizer must provide a map of the event area showing the proposed location of all facilities and services to include, but not limited to, concessions, rides, parking, lighting, fencing, portable toilets, dumpsters, etc. If a walk/run, parade, block party, organized rummage sale or procession is part of an event, a map must be provided showing the proposed route including road closures or traffic control requested. If an event requires a closure of a primary or secondary roadway, provide a detour route for vehicular traffic. Contact the Director of Public Works for assistance if needed establishing detour route.
3. The Special Event Committee is comprised at least one representative from the following departments: Administration, Parks and Recreation, Public Works, Community and Economic Development and Public Safety. The committee shall review the application and recommend approval or denial (listing any reasons for denial) based upon the following criteria:
 - a. Use of department resources

- b. Costs to the department
 - c. Benefit to the community
 - d. Any perceived public health or safety problems
 - e. Use of Town property
4. If the application is denied by one or more departments, the applicant will have the opportunity to change the event's plans to address the concerns of the denying department(s).
 5. The Town Board will make the final determination based on their review of the application and the recommendation of the Special Event Committee. The Town Clerk will issue the Special Event Permit upon approval.
 6. The granting of a Special Event Permit does not guarantee the availability of any park pavilion. Those requests must be made through a separate application process and should be done before the special event application process.
 7. The Town of Greenville reserves the right to deny a Special Event Permit if the event is incompatible with the Town property or conflicts with other scheduled or unscheduled activities or events.
 8. The Park Commission, Town Board, Special Event Committee or any Town department may request a special meeting with the event organizer at any time during the application process or leading up to the event to discuss any questions or details of the event.

V. FEES & PERMITS

A. Special Event Fees

A non-refundable application fee must be submitted with the application materials. The Special Event Fee and deposit will be charged based on the size of the event and can be found in the Town Fees and Charges Schedule. These fees will be due at the time the Special Event Permit is issued. The permit will not be issued until payment has been received in full.

B. Refunds

Cancellations must be made at least twenty-eight (28) days prior to the event date in order to receive a full refund. All refunds are subject to a \$20 processing fee. 100% of the security deposit will be refunded. The application fee is non-refundable.

C. Other Fees and Permits

Permits and fees do not include permission for temporary sales, alcohol sales or consumption, or other activities for which separate permits may be required. There must be designated an event organizer who shall be responsible for obtaining all of the necessary approvals and separate permits for activities taking place at the event.

D. Fees for Extraordinary Service

There may be times when the Town must provide additional services before, during or after an event. This may include, but is not limited to, delivering barricades, setting temporary traffic control devices, temporary parking restrictions, providing temporary traffic control, cleaning up after an event, etc. Estimated fees for these services will be quoted to the event organizer prior to permit approval. All actual expenses, following the event's conclusion, must be paid within 30 days of invoice.

E. Waiver of Fees

The Town may waive the special event permit fee or fees for extraordinary services for any public or private non-profit group, or municipal entity, which is sponsoring a youth organization or community special event or service. If there is a question as to an organization's eligibility for a waiver of fees, the Town Board shall make a final determination upon recommendation of Town staff.

VI. EVENT REQUIREMENTS

A. Rules and Regulations

Organizers of Special Events must comply with all applicable town ordinances, traffic rules, park rules and regulations, state health laws, fire codes and liquor licensing regulations.

B. Capacities

All Town facilities and properties have maximum capacities set by the overseeing department based on safety code regulations, seating capacities, parking provisions and intended use. Departments reserve the right to deny any application if the expected attendance will exceed the safe capacity of the facility or property.

C. Accessibility

Event organizers are responsible for ensuring their public event complies with the accessibility requirements of the Americans with Disabilities Act (ADA). Many events change the normal use patterns or exceed the normal design capabilities of Town public facilities.

Event organizers are responsible for providing any additional facilities such as accessible parking, travel-ways, seating, restrooms, drinking water, etc., plus service and program access for individuals with physical, sight, speech, hearing and other impairments covered by the Act.

D. Parking

Organizers of Special Events must submit a parking plan with the application. The plan must address the expected number of vehicles, locations of parking areas, traffic control, safety and security. The event organizer shall provide an adequate number of individuals to control and regulate the parking of vehicles in designated parking areas. Parking in certain turf areas may be allowed only for special events and with department approval. Contact the Parks, Recreation and Forestry Department during the planning stages to arrange parking areas on turf. Any costs associated with repairing damage from parking and driving in turf areas will be the sole responsibility of the event organizer. The Town of Greenville reserves the right to deny parking on turf areas if conditions leading up to the event indicate that severe damage may occur should parking on turf be allowed. Event organizers should prepare a secondary parking plan should parking on turf be denied.

E. Public Street or Right of Way Closures

All road closures or use of town roads or right of ways as part of an event must be approved through the Public Works Department and may require a separate permit or documentation (detour map, event layout, etc.). Please allow sufficient time for this process.

F. Security and Safety

For the safety of an event's participants, security personnel are a necessity. Events including alcohol or minors may involve higher risk and may require more security. Events must have security personnel at the rate of one security guard for every 300 people present if alcohol is available, or one security guard present for every 600 people if alcohol is not available. The Sheriffs and Fire Department, depending on facts and circumstances specific to each event, shall have the discretion to modify this ratio, as they deem necessary.

1. Head of Security: The head of security must, at minimum, be: (i) 18 years of age or older, (ii) clearly identifiable as the head of security at all times during the event, (iii) reachable by phone at all times during the event, (iv) able to call 911 during the event, and (v) able to contact and instruct the security personnel, as applicable, during the event.
2. Security Personnel: Security personnel must, at minimum, be (i) 18 years of age or older, (ii) clearly identifiable as security personnel at all times during the event, (iii) reachable at all times by the head of security during the event, (iv) able to call 911 during the event, and (v) be able to act on instructions of the head of security, or any other authorized person, in case of emergency.

G. Emergency Management Plan

For events with an expected attendance of more than 1,000 an Emergency Management Plan may be required. Contact the Emergency Management Director at (262) 989-2000 for plan requirements. If a plan is required, a copy must be submitted along with the special event application.

H. Alcohol

If an event will be selling beer or wine (distilled alcoholic beverages cannot be sold or served at Special Events) the appropriate license must be obtained from the Town Clerk. The organizer of the event is the responsible, legally liable party if problems arise because of improper conduct of the beverage servers.

All license holders issued a Temporary Class "B" Retailers License (picnic license) shall post in a conspicuous location at the main point of sale and at all entrances to the facility a sufficient number of signs disclosing that no fermented malt beverage shall be served to any underage person.

A licensed operator (bartender) shall be on premises at all times during the event.

I. Food/Concessions/Admission Fees

Use of Town property for private profit making activities is not permitted. Sale/vending activities may be permitted for approved Special Events and are subject to Town approval. If food is to be sold as part of an event, all necessary permits/licenses must be obtained from the Outagamie County Health Department. Admission fees to an event may only be charged as part of an approved Special Event and are subject to Town approval.

J. Fireworks, Open Flames & Pyrotechnics

If fireworks, open fires or pyrotechnics are part of an event, a Fireworks Display Permit is required. The use of any pyrotechnic device shall be handled by a competent adult operator and shall be of such composition, character and be located, discharged or fired, as in the opinion of the Fire Chief, not to be hazardous to property or endanger any persons.

The appropriate number and type of fire extinguishers shall be on premises for all events where a potential fire hazard exists including, but not limited to, grills, fireworks, open flames, fryers or other cooking equipment, electrical appliances, etc.

K. Medical Services

The level of medical services required for a special event will vary depending on many factors including expected attendance, time of day, time of year, weather, demographics of attendees, alcohol, nature of the event and many others. At the minimum all special events should have a first aid kit easily accessible on the event site. The organizer of a special event must have a plan to address medical services. Events with expected attendance of 6,000 or higher shall contract dedicated ambulance coverage for the duration of the event.

L. Toilet Facilities

The toilet facilities at a park may not be sufficient for a special event. In this case portable toilets must be secured by the organizer of the event. Toilet facilities shall be provided by the event organizer based on the anticipated peak crowd size and the duration of the event. The organizer of the event is responsible for ensuring that the toilets are kept in a clean and useable condition. Location of portable toilets is subject to Town approval and must be indicated on the event map.

M. Refuse Collection and Site Clean-up

The organizer of a special event must have a waste management plan in place that addresses litter control, trash removal and recycling. Litter shall be picked up before, during and after an event that is open to the public. It is the responsibility of the event organizer to ensure that there are a sufficient number of trash cans located throughout the event grounds and that they are emptied during the event in order to prevent overflow. It is the event organizer's responsibility to remove all waste generated by the event from the site. This may require refuse and recycling dumpsters to be secured by the event organizer. Location of dumpsters must be indicated on the map and approved by the Town. Dumpsters shall be removed from the premises on the first business day following the event.

N. Markings

Any instructions or information about or pertaining to an event applied directly to Town property, such as streets, sidewalks, trails or parking lots, must be no more than twelve (12) inches in height and two (2) feet in length. Only white, temporary (lasting no longer than 30 days), water-based marking paint or landscape chalk is permitted to be used.

O. Bands/Amplified Music

If an event will be having a band or amplified music, the organizer shall ensure compliance with all noise ordinances established by the Town of Greenville. Failure to abide may result in penalties as provided in the ordinance, termination of the event and denial of future use of the facility. There may be times or events where strict adherence to the noise ordinance may be difficult or unreasonable due to special circumstances. When it is anticipated that this is to occur, special approval may be requested from the Town Board.

P. Electricity

The existing electrical service at a facility may be inadequate for certain special events. It is the responsibility of the event organizer to insure that there is adequate electrical capacity to hold the event and to obtain additional electrical supply if needed. Any damage to existing electrical services due to overload will be the responsibility of the event organizer.

Q. Mechanical Rides, Inflatables & Dunk Tanks

Use of mechanical rides, inflatables, dunk tanks or other amusements must be approved by the Town and may only be used in approved locations. Proposed locations must be indicated on the map. A certificate of insurance must be provided. If stakes are to be driven into the ground, the event organizer must call Diggers Hotline to have public utilities located. The event organizer shall also contact the Park Department in advance of the event to have private utilities located. Any damage to turf, pavement or utilities as a result of the amusements will be the responsibility of the event organizer and must be repaired immediately upon removal of said amusement.

R. Tents

Use and location of tents, canopies or other overhead coverings are subject to Town approval. Placement must be indicated on the map. If stakes are to be driven into the ground, the event organizer must call Diggers Hotline to have public utilities located. The event organizer shall also contact the Park Department in advance of the event to have private utilities located. Any damage to turf, pavement or utilities as a result of tent placement will be the responsibility of the event organizer and must be repaired immediately upon removal of the tent(s).

S. Insurance Requirements

Insurance coverage is required for most special events held on Town property. A certificate of insurance, with all the coverages listed and naming the Town of Greenville as an additional insured, must be provided to the Parks, Recreation and Forestry Department upon approval of the Special Event Application. The Special Event Permit will not be issued until the certificate of insurance has been received.

The organizer of any special event is required to submit a signed copy of the Indemnification and Reimbursement Agreement at the time of application. This agreement is included in the application document.

Individuals who are registering to participate in a race, walk or athletic event must complete a waiver statement provided by the event organizer acknowledging their acceptance of any risk to participate.

Cancellation insurance is recommended for all large exposure events.

The level of insurance required is based on the event's classification. Each class shall be determined by its characteristics. An event does not have to have all the characteristics listed to be in the classification. The Town reserves the right to make final determination of an event's classification and the related requirements that will be imposed upon the event organizer.

1. **Class A:** Large exposure events including, but not limited to, concerts, parades, fairs, bike races, auto shows, circuses, or activities that have the potential to draw over 3,000 people or events with amusement devices, pony rides, bleachers used to seat more than 500 people, or fireworks displays.
2. **Class B:** Medium exposure events including, but not limited to, parades, concerts, dances, runs/walks, athletic events, animal shows or any activity that is likely to draw between 500 and 3,000 people. Any event that serves alcohol and is likely to draw more than 300 people will be considered a Class B event.
3. **Class C:** Small exposure events including, but not limited to, block parties, small concerts, plays, private gatherings on public property, organized rummage sales, processions or similar events that are likely to draw less than 500 people. Class C events do not require certificates of insurance; however, the event organizer is responsible for any losses which may occur as a result of their activity and is encouraged to carry adequate insurance to protect them and must indemnify the Town.

VII. TOWN LABOR

Town employees are not normally available to work as part of a special event. Special arrangements may be made in advance and the cost of any labor will be charged to the event organizer. Park Department staff visit each park daily in the morning to ensure the facilities are in a safe and sanitary condition. If staff is called in outside of normal working hours to address a problem related to a special event, the event organizer will be charged for labor and materials. All actual expenses, following the event's conclusion, must be paid within 30 days of invoice.

VIII. DAMAGE TO PUBLIC PROPERTY

The organizer of a special event shall take all precautions necessary to prevent any damage to public property including, but not limited to, vandalism, defacement, and breakage/damage to any buildings, fences, equipment, gardens, trees, tables, benches, lawn, trails, etc. In the event that any damage should occur as a result of a special event, the event organizer shall be responsible for all costs associated with repairing the damage. Charges for any damage to Town property shall be invoiced and paid by the event organizer within 30 days of invoice.

IX. EVENT CANCELLATION

The Town Chairman, or designee, may cancel an event without prior notice for any condition affecting the public health or safety of the Town, or any condition that would place facilities, grounds or other natural resources at risk of damage or destruction if the event were permitted to take place.

X. EXCEPTIONS

This policy shall not apply to funeral processions and government agencies acting within the scope of their functions.

XI. PERMIT APPEALS

Event organizers can appeal any action or decision by the Town administration to the Town Board for final determination.



Town of Greenville

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SPECIAL EVENT FEE SCHEDULE

Application Fee (non-refundable)		\$25
Small Exposure Event	< 1,000 attendees	\$150 + \$150 deposit
Medium Exposure Event	1,001-2,999 attendees	\$600 + \$600 deposit
Large Exposure Event	> 3,000 attendees	\$1,200 + \$1,200 deposit