

PROPOSAL TO PROVIDE

Building Inspection Services



Prepared for:
City of Columbus
November 18, 2024





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November 18, 2024

Mike Kornmann, Director of Community and Economic Development
City of Columbus
105 N. Dickason Boulevard
Columbus, WI 53925

Re: Proposal to Provide Building Inspection Services

Dear Mike,

The City of Columbus continues to grow and is requesting the services of a proven building inspection partner to help provide continued successful growth. MSA Professional Services, Inc. (MSA) is that proven and trusted partner.

Here is why MSA is a good partner to provide building inspection services for the City of Columbus:

- **Community Understanding:** MSA is very familiar with communities the size of Columbus and understands their needs. MSA prides itself on working with communities to navigate through and assist with the building inspection processes. We understand the process and how to work cohesively with municipalities and contractors, while providing a high-quality level of service.
- **MSA's Full-service Capabilities:** MSA is a well-established, employee-owned firm backed by experienced certified building inspectors, and further supported by architectural and engineering professionals. Our team of qualified individuals will partner with the City of Columbus to provide excellent customer service.
- **Our Approach to Projects:** Our approach to projects is collaborative, with communication as the key to success. MSA's goal is to work as an extension of your community and staff, applying our knowledge and experience to reach your goals.
- **Financial Balance:** MSA understands the need for municipalities to manage their budgets. We have spent a great deal of time developing a transparent approach to the building inspection process. The City pays for the services received, and not just a guaranteed percentage of the permit fee. The City collects and keeps all permit fees and MSA only invoices for completed inspections. The permit fees pay for the work completed.

MSA will be available to begin providing inspection services on December 16, 2024 or other agreed upon date.

MSA looks forward to providing building inspection services and establishing a long list of successfully completed projects for the City. Please do not hesitate to call us with any questions regarding this proposal or additional expertise you are looking for.

Sincerely,
MSA Professional Services, Inc.

A handwritten signature in blue ink, appearing to read "Stephanie Potter".

Stephanie Potter
Project Manager | Building Inspector II (*primary contact*)
P: (608) 617-5691
E: spotter@msa-ps.com

A handwritten signature in blue ink, appearing to read "Gregg Borucki".

Gregg Borucki, PE
Team Leader
P: (608) 355-8959
E: gborucki@msa-ps.com

RESPONSE TO ALL SELECTION CRITERIA

To aid in the proposal review process, MSA has organized our proposal based on the “Form of Proposal” elements outlined in the Request for Proposal (RFP). Below is a matrix that outlines where we’ve addressed the “Selection Criteria” as identified in the RFP.

SELECTION CRITERIA	WHERE TO FIND IN OUR PROPOSAL
1. Certifications as required by the State of Wisconsin.	Certifications as required by the State of Wisconsin are outlined in our project team resumes on pages 6-8 of our proposal.
2. Knowledge and understanding of all applicable codes.	Our project team is very familiar with all applicable codes as detailed in their resumes on pages 6-8 of our proposal.
3. Successful experience in providing building inspection services to a municipality of similar size.	MSA has more than 22 years of experience providing building inspection services to similar-sized municipalities. These municipalities are listed on page 5 of our proposal. References you can contact to confirm our experience, performance, and high-quality service are provided on pages 9-11 of our proposal.
4. Ability to provide timely inspections so that permits or inspections are not unreasonably delayed.	MSA's has a proven record of providing timely inspections so that permits or inspections are not unreasonably delayed. Our availability is further detailed on page 12.
5. Demonstration of a high level of accuracy in building inspection services for municipal clients.	MSA uses the Fulcrum app to provide a high level of accuracy in building inspection services for municipal clients. See pages 5 and 13 of our proposal to learn more about this app.
6. Evidence of positive client interaction/service from previous or existing municipal clients.	See pages 9-11 of our proposal for reference letters from existing clients, along with their contact information.
7. An ability to work effectively with the City staff.	Our methods for working effectively with City staff are outlined on page 14 of our proposal.
8. An ability to work effectively with building contractors and property owners, particularly in regard to communicating code issues and assisting with permit applications/procedures.	Our methods for working effectively with building contractors and property owners are outlined on page 14 of our proposal.
9. Reference checks demonstrating a high level of competence and customer service in providing building inspection services for municipal clients.	See pages 9-11 of our proposal for reference letters from existing clients, along with their contact information.
10. Written and visual quality and accuracy of the proposal.	MSA confirms the accuracy of the information in our proposal.
11. Existing workload of the Inspector/Inspection firm.	Our current contractual inspection obligations in the State of Wisconsin are listed on page 12 of our proposal, along with our availability.
12. The City may follow up with the applicant to clarify any parts of the submitted proposal.	MSA acknowledges this selection criteria.
13. The City may conduct interviews of applicants prior to entering into contract negotiations.	MSA acknowledges this selection criteria.

PROPOSED COMPENSATION

The City of Columbus collects the permit fees from the applicants and retains those fees. MSA will complete the required building inspection work for each permit and invoice the City monthly on a time and expense basis based on the provided MSA Standard Rate Schedule. The invoices will show the cost of work broken down by permit fee, or as a general service (i.e., in the event office hours are required). The goal is to balance the permit fees with the invoices and leave a little left to cover miscellaneous expenses like office hours, City coordination, permit summaries, etc. MSA will work with the City of Columbus to evaluate their current building inspection fee schedule and suggest any updates or additions based on required inspections to be completed.

RATE SCHEDULE

2025

CLASSIFICATION

LABOR RATE

Administrative.....	\$ 85 – \$154/hr.
Architects.....	\$ 85 – \$198/hr.
Community Development Specialists	\$137 – \$198/hr.
Digital Design	\$115 – \$151/hr.
Environmental Scientists/Hydrogeologists.....	\$110 – \$193/hr.
Geographic Information Systems (GIS)	\$100 – \$193/hr.
Housing Administration	\$ 97 – \$198/hr.
Inspectors/Zoning Administrators	\$110 – \$160/hr.
IT Support.....	\$175 – \$193/hr.
Land Surveying	\$ 85 – \$198/hr.
Landscape Designers & Architects	\$ 85 – \$220/hr.
Planners	\$ 85 – \$215/hr.
Principals.....	\$225 – \$314/hr.
Professional Engineers/Designers of Engineering Systems.....	\$155 – \$204/hr.
Project Managers	\$120 – \$248/hr.
Real Estate Professionals.....	\$140 – \$193/hr.
Staff Engineers.....	\$ 85 – \$149/hr.
Technicians	\$100 – \$151/hr.
Wastewater Treatment Plant Operator	\$ 92 – \$118/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports.....	\$10
Copies	\$0.14/page
Plots	\$0.01/sq.in.
Flash Drive	\$10
GPS Equipment	\$20/hour - \$10.75/hour for DOT
GPS R2 Equipment	\$20/hour - \$2/hour for DOT
Dini Laser Level	\$85/per day
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70 mile standard/
.....	\$0.69 mile for DOT
Nuclear Density Testing	\$30/day
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment.....	\$20/hour - \$10/hour for DOT
Stakes/Lath/Rods	At cost
Travel Expenses, Lodging, & Meals	At cost
Traffic Counting Equipment & Data Processing.....	At cost
Geodimeter	\$30/hour
Drone Flight.....	\$375/flight - \$360/flight for DOT

Labor rates represent an average or range for a particular job classification.
These rates are in effect until December 31, 2025.

FIRM PROFILE

MSA Professional Services, Inc. (MSA) specializes in the sustainable development of communities. We achieve this by building honest, open relationships that go beyond the project to become a trusted source of expertise and support for immediate challenges and long-term goals. Big or small, we do whatever it takes to meet each need, working to make communities stronger in the process. **It's more than a project. It's a commitment.**

MSA's roots reach back to 1919. Our firm consists of 450+ engineers, architects, planners, landscape architects, funding experts, surveyors, GIS experts and environmental scientists. MSA excels at helping clients identify grant and funding sources and then delivering high-quality, cost-effective solutions.

WE'RE PROUD TO BE 100%
EMPLOYEE-OWNED

450+
TEAM MEMBERS



17
OFFICE
LOCATIONS



POSITIVELY IMPACTING
THE LIVES OF OTHERS SINCE 1919

33

INDUSTRY
AWARDS
EARNED SINCE
2017



\$625+ MILLION
GRANTS & LOW-INTEREST LOANS
We've helped our clients
secure to help offset the cost
of infrastructure projects

CLIENT EXPERIENCE

The pillar of our success is seeing our clients succeed. The graphic below shows the percentage of clients who say MSA met or exceeded their expectations based on the following categories.

98%
ACCURACY



98%
RESPONSIVENESS



98%
SCHEDULE



96%
HELPFULNESS



99%
QUALITY



97%
SCOPE & FEES

BUILDING INSPECTION SERVICES

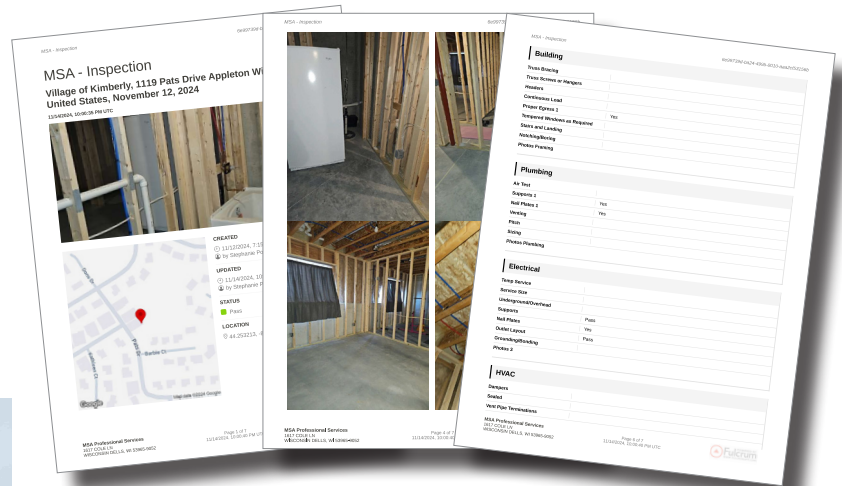
Building trust, one inspection at a time.

Building inspections play a critical role in ensuring the safety, compliance, and quality of construction projects, ultimately bringing peace of mind to communities.

With over 22 years of experience, MSA is a trusted partner in helping communities with their residential and commercial building inspection service needs. Our licensed inspectors oversee the building inspection process, from issuing permits to conducting inspections and generating final inspection reports. As a reliable partner, we continue to gain recognition for providing excellent customer service to both contractors and communities.

MSA's building inspection services include:

- Building plan and permit review
- Permit issuance and tracking
- Commercial and residential building, HVAC, electrical, and plumbing inspections
- Department of Safety and Professional Services (DSPS) delegation help to communities for contracted services
- Final inspection and occupancy permits
- Real-time GIS inspection reporting
- Customer service by phone and email for communities and contractors
- Updated permit fee schedule and permit fee tracking
- Other reports as requested (e.g., appraiser reports)



Our inspection tracking app offers instant inspection reports that include pictures, notes, and status updates for all permits.

“MSA makes the process very simple and the inspectors provide excellent service. They are knowledgeable on building codes, quick to respond to emails and other requests, and are truly a pleasure to work with.”

- VILLAGE OF SAUK CITY



Stephanie Potter
PROJECT MANAGER
BUILDING INSPECTOR II

Stephanie serves as Project Manager for MSA's building inspection projects and is a primary contact for permit issuance and inspection scheduling. She provides valuable field experience as a building inspector and is a licensed commercial building, HVAC, fire sprinkler, and electrical inspector.

Certification

WI Commercial Building, HVAC, Fire Sprinkler Inspector
#1563415 – CBI

WI Commercial and Residential Electrical Inspector #1563415 – CEI

WI UDC Building Inspector #122200088 – UDC

WI UDC HVAC Inspector #122200087 - UDC

Selected Project Experience

- Commercial and Residential Building Inspection
- Building Inspection Services, Abbotsford, WI
- Building Inspection, Baraboo, WI
- Building Inspection and Zoning, Lodi, WI
- General Engineering Assistance, New Lisbon, WI
- Building Inspection Services, Freedom, WI
- Building Inspection Services, Lyndon, WI
- Building Inspection, Rome, WI
- Building Inspection Services, Roxbury, WI
- Building Inspection, Scott, WI
- Building Inspection Services, West Point, WI
- Building Inspection Services, Lake Delton, WI
- Kalahari Treehouse Site Development, Lake Delton, WI
- Building Inspection Services, Sauk City, WI
- Building Inspection and Zoning Services, West Baraboo, WI



Jeffrey Fitzwilliams
PLUMBING SUPERVISOR

Jeff has 29 years of experience and currently provides building inspector services to the MSA team.

Certification

Commercial Plumbing Inspector Certification #230817

Selected Project Experience

- Commercial and Residential Plumbing Inspection
- Plumbing Inspection Services, Abbotsford, WI
- Plumbing Inspection, Baraboo, WI
- Plumbing Inspection, Lodi, WI
- Plumbing Inspection Services, Freedom, WI
- Plumbing Inspection Services, Lyndon, WI
- Plumbing Inspection, Rome, WI
- Plumbing Inspection Services, Roxbury, WI
- Plumbing Inspection, Scott, WI
- Plumbing Inspection Services, West Point, WI
- Plumbing Inspection Services, Lake Delton, WI
- Kalahari Treehouse Site Development, Lake Delton, WI
- Plumbing Inspection Services, Sauk City, WI
- Plumbing Inspection, West Baraboo, WI



Abbe Thompson
BUILDING INSPECTOR

With extensive experience in the construction and design industry, Abbe excels in collaborating with contractors and property owners. Her background as a draftsman significantly enhances her ability to perform building inspections. With a deep understanding of structural plans and design principles, she can accurately interpret blueprints and identify potential issues early. This expertise allows her to ensure that projects adhere to design specifications and building codes, ultimately leading to safer and more efficient structures. Additionally, her experience in creating detailed plans means she is well-versed in the practical aspects of construction, enabling her to communicate effectively with contractors and engineers to address any discrepancies or improvements needed on-site. This comprehensive skill set makes her a highly effective and insightful building inspector.

Education

Architectural Commercial Design, Wisconsin Indianhead Technical College, Rice Lake, WI

Certification

Dwelling Contractor Qualifier - #978
UDC-Construction Inspector - #8019

Selected Project Experience

- Building Inspection Services, Rome, WI
- Building Inspection Services, Adams, WI
- Building Inspection Services, Baraboo, WI
- Building Inspection, Lodi, WI
- Building Inspection Services, Kimberly, WI
- Building Inspection Services, Freedom, WI
- Building Inspection Services, Roxbury, WI
- Building Inspection Services, West Point, WI
- Building Inspection Services, Sauk City, WI
- Building Inspection Services, West Baraboo, WI



Jeremy Peach
ZONING ADMINISTRATOR

Jeremy brings a wealth of experience to zoning administration, with a strong foundation in reading and interpreting municipal zoning standards. As the Assistant Zoning Administrator for Lake Delton, WI, he plays a crucial role in examining zoning codes. Jeremy is responsible for reviewing zoning applications, attending public hearings, and assisting citizens in understanding zoning forms. He ensures compliance with zoning ordinances, decides on variance applications, and interprets sections of the zoning code. His proficiency in understanding and applying zoning regulations ensures thorough and accurate inspections, making him a reliable and knowledgeable zoning administrator, adept at identifying potential issues and upholding the highest standards of construction quality.

Education

Specialty courses in jet mechanics and leadership in the United States Air Force

Certification

UDC-Construction Inspector - #111700008 - UDC
UDC-HVAC Inspector - #121700003 - UDC
UDC-Plumbing Inspector - #012000007 - UDC

Selected Project Experience

- Zoning Administration, Lake Delton, WI
- Building Inspection Services, Lake Delton, WI
- General Services, Lake Delton, WI
- Zoning Administration, West Baraboo, WI
- Building Inspection Services, Lyndon, WI
- Comprehensive Plan and Zoning Code Update, Lyndon, WI
- Building Inspection Services, West Baraboo, WI
- Building Inspection Services, Abbotsford, WI
- Building Inspection, Baraboo, WI
- Building Inspection, Wisconsin Dells, WI
- Zoning Administration, Lyndon, WI
- Building Inspection Services, Roxbury, WI
- Building Inspection Services, West Point, WI
- Building Inspection Services, Sauk City, WI



Jeremy McHugh
BUILDING INSPECTOR

Jeremy is a seasoned professional with over three decades of experience in plumbing and construction. His journey from a farm hand to a master plumber highlights his adaptability, problem-solving abilities, and mechanical aptitude. Jeremy's comprehensive knowledge of plumbing, carpentry, and construction, ensures that he can effectively oversee building inspection projects and maintain high standards of quality and safety.

Education

Plumbing, Fox Valley Technical College

Certification

Master Plumber, WI - #230822 – MP

Selected Project Experience

- Commercial Plumbing Inspection, Menasha, WI
- Building Inspection Services, Kimberly, WI
- Building Inspection Services, Freedom, WI



Gregg Borucki, PE
TEAM LEADER

Gregg is a civil engineer with 33 years of experience focusing on civil engineering design and construction administration projects. Gregg oversees all project coordination, public involvement, project development, design, budgets, client communication, and construction related services. He brings to the table a variety of diverse project design and construction expertise. Gregg has worked with various municipalities, developers, Wisconsin Department of Transportation, contractors and private clients. He manages projects as diverse as municipal roadways, highways, subdivisions, site developments, bridges and box culverts, bike trails, stormwater, sanitary sewer, water main, master plans and roadway maintenance programs.

Education

B.S., Civil Engineering, University of Wisconsin-Milwaukee

Registration | Certification

Professional Engineer, WI

Selected Project Experience

- 17+ Years of Various Projects, Monona, WI
- TID 1 Creation Planning, Merrimac, WI
- STH 113 / 78 Utility Design and Construction, Merrimac, WI
- Various development and roadway maintenance ordinance review, Merrimac, WI
- Vortex Nation Site Development & Master Plan, Barneveld, WI
- WisDOT STH 27 Watermain and Sanitary Sewer Design, Eastman, WI
- Christmas Mountain Projects, Wisconsin Dells, WI
- WisDOT WIS23/WIS22 Watermain/Sanitary Sewer Design, Montello, WI
- CDA Façade Grant Assistance and TID Amendment, Camp Douglas, WI
- Schreiber Foods Site Development, Richland Center, WI
- Rainbow Rascals Child Care Facility Site Development, Waunakee WI
- Cypress Avenue Stormwater Structures (Carter and Bingham Creek), Preston, WI
- TID Amendment, Westby, WI
- Necedah Wildlife Refuge Dam 29 Structure Rehabilitation, Sprague, WI
- WisDOT I90/94 Bridge Replacement Construction, Tomah, WI



Village of West Baraboo
500 Cedar Street Baraboo, WI 53913
Phone: (608) 356-2516 Fax: (608) 356-2441
villageofwestbaraboo.com

Melissa Ryan, Clerk Treasurer
Kathy Klein, Deputy Clerk Treasurer

William H. Clary, Director of Public Works
Mike Arndt, Village President

April 17, 2024

Town of Freedom
W2004 County Highway S
Freedom, WI 54131

Dear Administrator,

I am writing this letter to recommend MSA Professional Services, Inc. - Building Inspections Services. I believe the service they offer is what you are looking for.

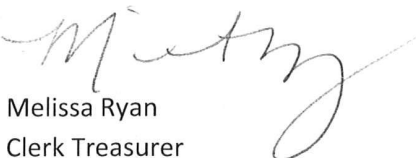
The Village of West Baraboo has used MSA's Building Inspection Services for many years. They have been a trusted partner meeting the needs of our Village.

The scope of work provided includes interpretation and administration of the Village and State Building Codes, performing Residential and Commercial Building Inspections, maintain records of inspections and official actions.

The Village of West Baraboo has a population of 1,627. We have multiple hotels, restaurants, and businesses within our borders. We have one TID district with a new development breaking ground soon. Our MSA building inspector has been invaluable to the Village with an outstanding knowledge base.

I am happy to recommend the services of MSA. If you have any questions, feel free to contact me.

Sincerely,



Melissa Ryan
Clerk Treasurer

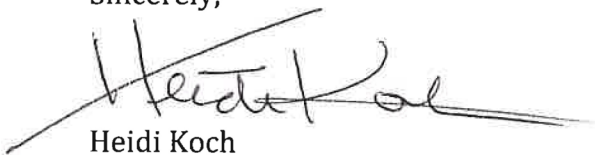
Village of Sauk City
726 Water Street
Sauk City, WI 53583
608-643-3932



To Whom It May Concern:

The Village of Sauk City has worked with MSA Professional Services for many years. We have contracted with MSA to be our engineering firm, as well as provide commercial building inspections for our municipality. When we receive a building permit application, we contact the commercial inspector, and they handle the review of the plans, issuing the permit, and completing the necessary inspections. We basically just have to collect the proper fees from the applicant, and once the permit is issued, provide that to the applicant. MSA makes the process very simple and the inspectors provide excellent service. They are knowledgeable on building codes, quick to respond to emails and other requests, and are truly a pleasure to work with. We would highly recommend MSA for your inspection service needs.

Sincerely,



Heidi Koch
Village Administrator

TOWN OF ROXBURY

7167 KIPPLEY RD, SAUK CITY, WI 53583
608-643-8281
RoxburyClerk@merr.com

May 1, 2024

This letter serves as a reference for MSA Professional Services, Inc. Building Inspection Services.

The Town of Roxbury has worked with MSA for several years and have been very happy with the services that they provide for the Town. The Building Inspector's have always delivered their building permits and inspections in a very timely manner. Stephanie Potter is very pleasant to work with and stops in often to see how things are going and if we need anything from her. Always willing to make changes or adjustments as needed.

We have also heard from residents that they are happy with the services provided to them.

All other services that they have provided have been essential to the Town, such as engineering projects, permits and grant writing.

The Town highly recommends MSA Professional Services, Inc.

Sincerely, 

Chairman Nick Ganer



CONTRACTUAL OBLIGATIONS

MSA's current contractual inspection obligations in the State of Wisconsin are as follows:

- City of Adams
- City of Baraboo
- City of Lodi
- City of Menasha
- Village of Black Creek
- Village of Kimberly
- Village of Lake Delton
- Village of Nichols
- Village of Sauk City
- Village of Shiocton
- Village of West Baraboo
- Town of Scott
- Town of West Point
- Town of Rome
- Town of Lyndon
- Town of Roxbury
- Town of Freedom

DATE WHEN THE INSPECTOR WILL BE AVAILABLE TO BEGIN PROVIDING INSPECTION SERVICES

MSA will be available to begin providing inspection services on December 16, 2024 or other agreed upon date.

AVAILABILITY

MSA submits this proposal with the commitment that our staff will be available to complete requested inspections and issue permits in a timely manner. **Our team is expanding in size and geographic coverage, and we are actively pursuing new work.** With our growing resources and dedicated team, we are well-equipped to handle increased demand and deliver exceptional service to the communities and contractors that we serve.

Our success as a consultant depends upon our ability to meet the fluctuating needs of our clients. More than 60 years of experience in the consulting industry has allowed MSA to develop strategies for distributing workloads across time and distance in order to efficiently meet challenges in the timeframes allowed. Employees work flexible hours and workloads can be shared across teams so that inspection tasks are completed in an efficient manner as needs arise.

Residential inspection requests require 48-hour notification. Commercial inspection requests per SPS standards require five days, but we typically inspect within two days.

SAMPLE INSPECTION ACTIVITY REPORTS

MSA offers a digital inspection app that records real-time inspections and tracks all aspects of the building inspection process from erosion control tracking to final inspections. The app can also be used for code enforcement, if requested. Reports are available and broken down for different inspections per property. Shown below are some pictures of the app interface and reports or [click here to view a full report](#).

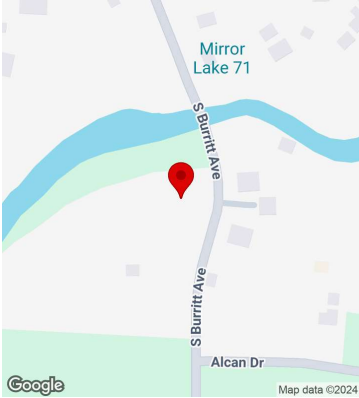
MSA - Inspection

8d02850d-65bd-424e-9043-330d875907b5

MSA - Inspection

Village of Lake Delton, 413 South Burritt Avenue Baraboo Wisconsin 53913 United States, October 29, 2024

10/29/2024, 8:33:10 PM UTC



CREATED

10/29/2024, 8:14:12 PM UTC

by Jeff Fitzwilliams

UPDATED

10/29/2024, 8:33:10 PM UTC

by Jeff Fitzwilliams

STATUS

Fail

LOCATION

43.583879, -89.797229

MSA Professional Services

1617 COLE LN



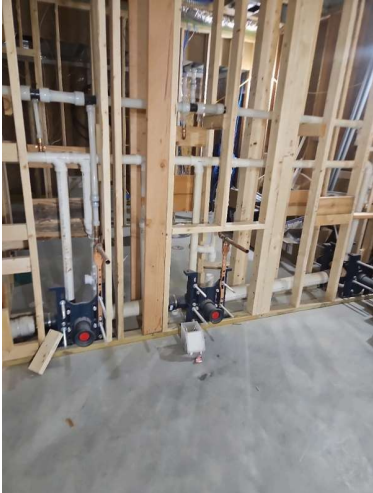

WISCONSIN DELLS, WI 53965-9052

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11/15/2024, 3:49:56 PM UTC

MSA - Inspection

8d02850d-65bd-424e-9043-330d875907b5



MSA Professional Services


1617 COLE LN

WISCONSIN DELLS, WI 53965-9052

Page 3 of 5

11/15/2024, 3:49:56 PM UTC

POWERED BY

 Fulcrum

WWW.FULCRUMAPP.COM

MSA 13

METHODS FOR WORKING EFFECTIVELY WITH CITY STAFF, BUILDING CONTRACTORS, AND PROPERTY OWNERS

MSA is available and can be reached by phone, text, or email. We will work with the City to discuss your preferred frequency for updates, as well as your preferred communication method (i.e., in-person visits, phone calls, emails). We want to make this process as easy as possible for you. Building Inspector Stephanie Potter will be your primary contact and will facilitate all communications between our team and yours. Designating Stephanie as your single point of contact will help streamline communications, keep the team organized, and provide prompt responses to your needs.

CERTIFICATE OF INSURANCE

We have included a certificate of insurance with the City of Columbus as additionally insured on the following page. *Note: professional services claims fall under Professional Liability Insurance and do not allow for additionally insured entities.*



CERTIFICATE OF LIABILITY INSURANCE

MSAPROF-04

WGERKEN

DATE (MM/DD/YYYY)

11/13/2024

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 TRICOR, LLC 230 W Cherry St Lancaster, WI 53813	CONTACT NAME: Wendy Gerken	
	PHONE (A/C, No, Ext): (608) 356-6608 1910	FAX (A/C, No):
	E-MAIL ADDRESS: wgerken@tricorinsurance.com	
INSURED MSA Professional Services Inc 1230 South Blvd Baraboo, WI 53913	INSURER(S) AFFORDING COVERAGE	
	INSURER A : CNA	
	INSURER B : Cowbell Cyber	
	INSURER C :	
	INSURER D :	
	INSURER E :	
	INSURER F :	
	NAIC # 20443	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:


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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X		7039431573	6/30/2024	6/30/2025	EACH OCCURRENCE \$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000
							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
							\$
	GEN'L AGGREGATE LIMIT APPLIES PER:						
	<input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						
	OTHER:						
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY						
	<input checked="" type="checkbox"/> ANY AUTO			7039431542	6/30/2024	6/30/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000
	<input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS						BODILY INJURY (Per person) \$
	<input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR						EACH OCCURRENCE \$ 7,000,000
	<input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE			7039431556	6/30/2024	6/30/2025	AGGREGATE \$ 7,000,000
	DED <input checked="" type="checkbox"/> RETENTION \$ 10,000						\$
A	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						<input checked="" type="checkbox"/> PER STATUTE <input checked="" type="checkbox"/> OTH-ER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y / N	N / A	7039555939	6/30/2024	6/30/2025	E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	<input checked="" type="checkbox"/> Cyber Liability			PLM-CB-SSVSCQ5PL-003	6/30/2024	6/30/2025	Aggregate Limit \$ 5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Columbus is listed as an additional insured on the General Liability where their interests appear.

CERTIFICATE HOLDER

CANCELLATION

City of Columbus 105 North Dickason Boulevard Columbus, WI 53925	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 

ACORD 25 (2016/03)

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CERTIFICATE OF LIABILITY INSURANCE

MSAPROF-01

CJOHNSON

DATE (MM/DD/YYYY)

1/30/2024

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 Ames & Gough 859 Willard Street Suite 320 Quincy, MA 02169	CONTACT NAME: PHONE (A/C, No, Ext): (617) 328-6555		FAX (A/C, No): (617) 328-6888
	E-MAIL ADDRESS: boston@amesgough.com		
INSURED MSA Professional Services, Inc. 1230 South Boulevard Baraboo, WI 53913	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A : Berkshire Hathaway Specialty Insurance Company (A++XV)		22276
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:						EACH OCCURRENCE \$ DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY Y/N <input type="checkbox"/> N/A ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab.			47EPP31390504	2/1/2024	2/1/2025	Per Claim Limit 5,000,000
A				47EPP31390504	2/1/2024	2/1/2025	Aggregate Limit 10,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 All Coverages are in accordance with the policy terms and conditions.

Claims Made Policy - Environmental Coverage Included. Deductible is \$100.00.

CERTIFICATE HOLDER

CANCELLATION

MSA Professional Services 1230 South Blvd Baraboo, WI 53913	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>Gared Maxwell</i>

ACORD 25 (2016/03)

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IT'S MORE THAN A PROJECT. IT'S A COMMITMENT.
BUILDING INSPECTION SERVICES | COLUMBUS, WI | NOVEMBER 18, 2024

