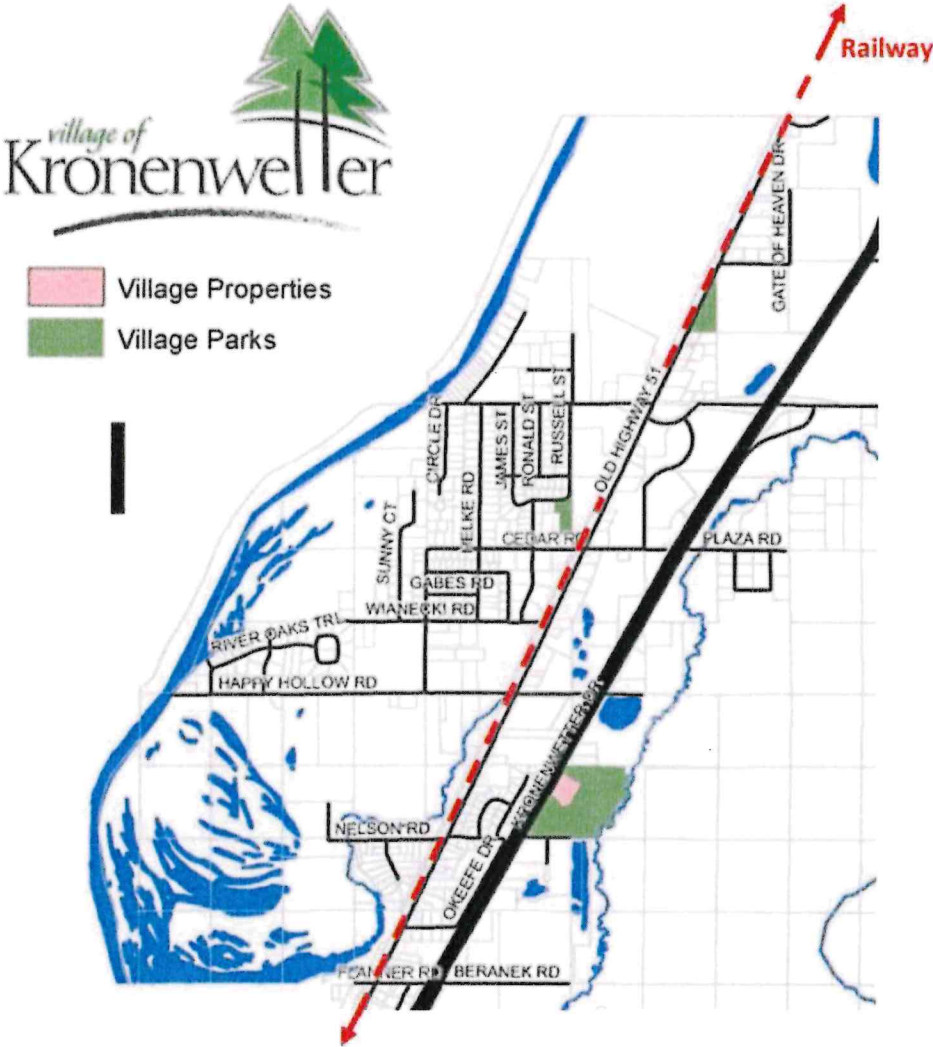


VILLAGE OF KRONENWETTER, WI



03-11-2024

RAILROAD ACCESSIBILITY ASSESSMENT STUDY
REQUEST FOR PROPOSAL





RPS

ROTH

PROFESSIONAL SOLUTIONS

March 11, 2024

Village of Kronenwetter
Attn: Leonard Ludi, Village Administrator
1582 Kronenwetter Drive
Kronenwetter, WI 54455
lludi@kronenwetter.org

Dear Mr. Ludi:

RPS greatly appreciates the opportunity to provide this proposal for engineering services to the Village of Kronenwetter for the Railroad Accessibility Assessment Study. We have reviewed the Request for Proposal and feel we clearly understand the goals and objectives of the Village.

Key Contact:

Robert J. Roth, PE, President
608-571-3205

robert@rpsprofessionalsolutions.com

Associate Contact:

Erin Salmon, PWM, Municipal Consultant
608-617-2907

erin@rpsprofessionalsolutions.com

After a review of the proposal, we believe the Village will agree that the following factors make us the right choice to complete this scope of services:

- Vast municipal experience
- Provide innovative solutions to problematic situations
- Planning, policy & procedural expertise for this specific study
- Technical expertise in roadway, right-of-way, emergency services, and public works
- Expertise estimating, scoping and grant projects

We look forward to providing excellent service within the timelines stated. Our proposal is attached. If there are any questions regarding this information, please contact me.

Respectfully Submitted,

ROTH PROFESSIONAL SOLUTIONS



Robert J Roth, PE
President
Project Manager
Civil & Municipal Engineer

TAB 2 - GENERAL BACKGROUND OF FIRM

ROTH PROFESSIONAL SOLUTIONS, INC. – PORTAGE WI

Incorporated in 2014 in Portage, Wisconsin, Roth Professional Solutions was started with the core purpose of meeting and exceeding client standards in the civil & municipal engineering industry. RPS serves a diverse clientele such as local government, developers, nonprofit organizations, industrial, commercial, and the private sector. This helps the client in that full perspective on a particular project approach is available immediately to the client.

Robert J. Roth, E-34917, started the firm after having spent 18 years at General Engineering Company as a Vice President, Partner, Project Manager and Professional Engineer. Mr. Roth has continued to personally develop in all areas of professional service for himself, that being derived from a strong passion for client service and municipal best interests. We now have almost 10-years of history at RPS, with a current staff of 10 including 5 Professional Engineers, 1 PhD, 1 Municipal Consultant, 1 Land Surveyor, and support staff (over 180 combined years' experience).

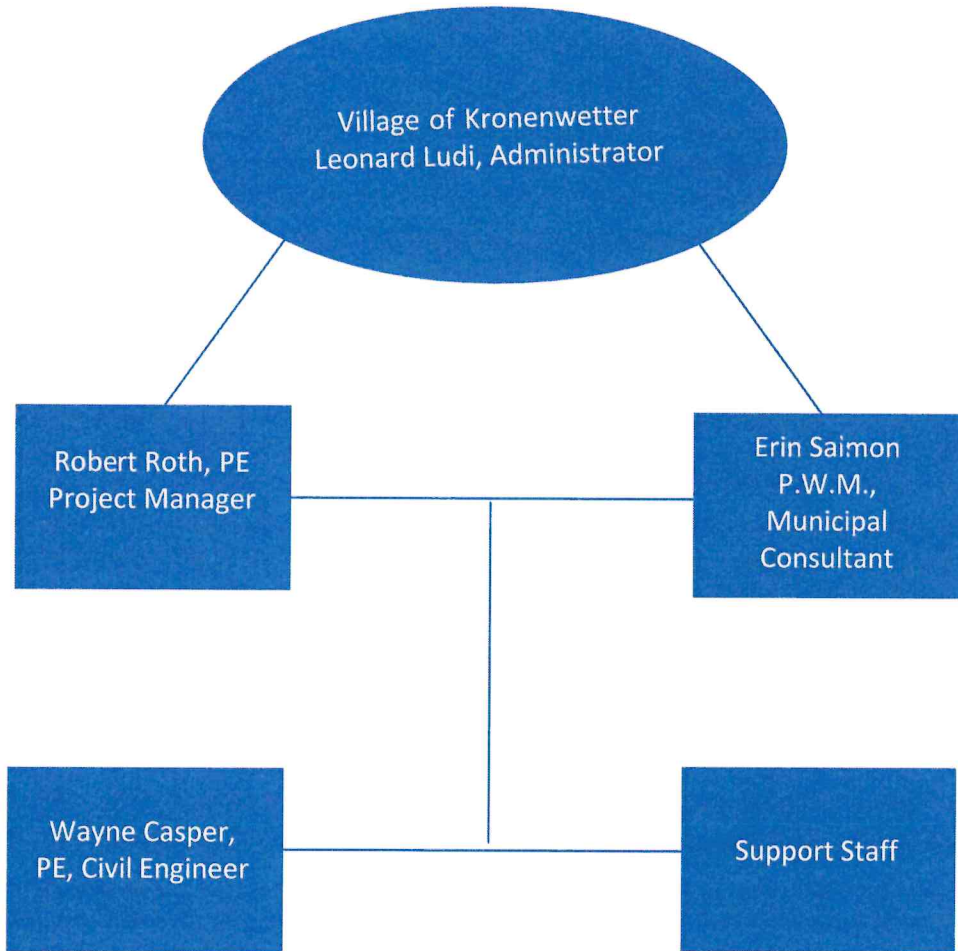
Within the public sector our wide range of consulting and engineering services include wastewater treatment, wells, hydrology and hydraulics, roads and infrastructure, intergovernmental agreements, RFP administration, planning and zoning, dam inspection & design, street and utility rehabilitation, grants, and lift stations. We have also recently completed a PS&E submittal for WisDOT, and we are working on several dam rehabilitation projects.

We currently provide contract Zoning Administration services to the Town of Delton, Village of Brooklyn, Town of Buffalo, and the Town of Strongs Prairie. We assist or have consulted with other municipalities state-wide, such as the Village of Pardeeville, Village of Vesper, Town of Fox Lake, Town of Arlington, Village of Kronenwetter, Village of Weston, City of Hartford, Village of Neosho, Village of Cambria and many more.

Examples of our private sector projects are commercial buildings, permit approvals, site development, structural engineering, representation, septic system design, regulatory compliance, residential development, and campground development. We also offer land surveying as a complement to our total menu of services.

We offer a wide range of expertise spanning the ever-diverse civil engineering industry. We truly provide the breadth of service with key staff providing direct personal experience to clients within Wisconsin and recently expanding to client relationships in Tennessee, Florida, Indiana, Minnesota, and South Carolina.

Organizational Chart



ROTH
PROFESSIONAL SOLUTIONS



TAB 3 - OVERALL MUNICIPAL EXPERIENCE OF THE FIRM

RPS maintains a strong track record of municipal experience, including public participation, from its experienced staff and project history. The following recent projects have illustrated the firm's abilities in general municipal experience, public participation planning, administration and execution:

Lakeside Park – Road Rehabilitation – Town of Pacific, Columbia Co. (2022-2023)

- Prepared a Comprehensive Public Participation Plan
- Organized and Presented at 2 Public Information Meetings
- Coordinated a Website Posting of Project Information
- Directly Responded to Written Comments
- Met with Individual Property Owners with Specific Design Implications
- Maintained Communications with Regulatory Agencies
- Prepared Plans and Supporting Information to Communicate Work

Smokey Hollow Road – WisDOT 5652-00-01 – Town of Arlington, Columbia Co. (2022)

- Prepared a WisDOT-Approved Public Participation Plan
- Prepared a News-Release for the Media
- Coordinated a Website Posting
- Coordinated Direct Mailings
- Communicated with Property Owners, Stakeholders & Adjoining Municipalities
- Prepared Plans and Supporting Information to Communicate Work

Langdon Court – New Subdivision – Village of Cambria (2023)

- Prepared a Redevelopment Plan
- Directed the Completion of a New Subdivision Plat
- Recommended New Right-of-Way & Easements
- Completed Plans & Specifications
- Obtained WDNR Approvals
- Created Bid-Spec

Various Planning & Zoning, Public Representation Efforts (Ongoing)

- Coordinated and Completed Over 20 Public Participation Plans
- Organized and Conducted Dozens of Public Participation Meetings
- Completed 3 Projects with Right-of-Way Acquisition
- Excellent in Controversial or Special Project Issues
- Able to Facilitate Stagnate Issues or Communicate Alternative Concepts

TAB 4 – EXPERIENCE OF PROJECT MANAGER

ROBERT J. ROTH, PE, PRESIDENT, PROJECT MANAGER

RPS offers decades of municipal experience to the Village of Kronenwetter. All of our engineers have specific municipal experience, and in the case of Mr. Robert J. Roth, the depth of experience in all disciplines of civil & municipal engineering is strong. Refer to Mr. Roth's resume following this page.

Robert J. Roth, E-34917, started the firm after having spent 18 years at General Engineering Company has a Vice President, Partner, Project Manager and Professional Engineer. Mr. Roth has continued to personally develop in all areas of professional service for himself, that being derived from a strong passion for client service and municipal best interests.

Robert has been working with municipalities in an advisory role, typically as Town or Village Engineer, since 2001. He has personally attended over 1,000 municipal meetings and has accumulated a wealth of municipal experience by being available for clients and understanding their needs. This places RPS in a key position to offer services to Kronenwetter immediately, providing more than just the stated scope of work on a moment's notice.

Prior to RPS, Robert resurged the municipal engineering division at GEC in the acquisition of dozens of municipal accounts of varying size and complexity within 7 years. One such account, the Village of Weston, included the handling of RFP's and RFP Administration, which later continued with RPS. Other accounts included water projects, sewer and wastewater treatment projects, roads, rehabilitations, grants, planning, dam projects and zoning. This experience directly transferred as Robert started RPS in 2014.

Mr. Roth has started and advanced divisions of service within the municipal realm for decades, and also has developed a grant and funding role with many accounts. This, paired with a reasonable common-sense approach to obtaining funding, allows RPS to truly provide a full service to municipal clients for now and continuing into the future. Projects include wastewater treatment plant funding (\$3M), water well funding (\$3.3M), dam funding (\$2.0M), WisDOT BIL funding (\$400K) and others directly administered by Mr. Roth.

Robert has also completed numerous comprehensive plans for villages and towns, and is currently working on two different comprehensive planning objectives. Mr. Roth has organized and developed different focus groups, feasibility studies, master plans and has personally served multiple fire departments on various training facility plans, serviceability plans and various related endeavors.

We are confident these principals are exhibited by RPS' leadership in every endeavor and carried through all staff commitments for the benefit of the Village of Kronenwetter.

TAB 5 – MAIN PROJECT TEAM AND RESUMES

KEY STAFF:

ROBERT J. ROTH, PE (25+ YRS EXP.)

ERIN SALMON, PWM (23+ YRS EXP.)

Robert J. Roth, PE

President, Professional Civil Engineer

License#: E-34917

robert@rpsprofessionalsolutions.com

(608) 571-3205

315 DeWitt Street
Portage, WI 53901



Highly experienced civil and municipal engineer with over 25 years of service. Trusted by countless municipal clients based on integrity, sound design, firm representation, and belief in serving clients. Holding the ultimate responsibility, as President of the Firm, for ensuring staff resources are aligned with client goals and budgets. Possessing a track record that includes project delivery, prompt response, out-of-the-box solutions, and maintaining clients' best interests.

EDUCATION

Bachelor of Science, Civil Engineering
UW Platteville

TRADEMARKS

- Relentless Pursuit of Clients' Goals & Objectives
- Always Cognizant of Clients' Best Interests
- Expedites Engineering Plans & Design Services On-Time
- Delivers Quality Documents Which Expedite Approvals and Construction
- Persistent Drive to Reduce Project Costs
- Motivated to Reduce or Eliminate Change Orders on Infrastructure Projects
- Committed to Providing Engineering Value on Every Task - Fully Accountable
- Submittal Packages are Organized, Comprehensive and Efficient
- Technical Writing Ability is Second-to-None
- Understands Both Sides of the Fence on Most Municipal Issues for Faster Conflict Resolution
- Strong Representation on Contract Documents
- Expertise in Multiple Disciplines:
 - Stormwater Management, Drainage, Permitting
 - Water Distribution & Treatment, Permitting

EXPERIENCE

- Maintained "municipal engineer" role for over 30 villages and towns across a 22-year timespan, consulting on various infrastructure, planning, zoning, and *procedural* issues
- Attended over 1,000 municipal and public meetings within a 22-year timespan
- Developed water well funding, well site investigation, design and permitting, construction administration
- Administered 2 WWTP facility plans and 3 chemical addition projects
- Involved on 2 well remediation projects & reports
- Retained 2022 BIL funding & met WisDOT PS&E requirements for a local road project
- Completed 28 dam inspections across Wisconsin
- Delivered over 75 hydrology studies and stormwater management plans, WDNR approved
- Completed dozens of municipal street improvement projects including water, sewer, and storm sewer rehabilitation
- Reviewed hundreds of plats and site plans on behalf of a municipality
- Created, updated, or amended 5 comprehensive plans
- Completed over 50 private development projects in multiple communities in Wisconsin
- Currently performing zoning administrator services in 3 accounts
- Firm representation in dealing with water, wastewater and intergovernmental agreements
- Completed hundreds of committee reports/recommendations
- Worked with dozens of public works directors and utility foremen
- Over 400 hours of continuing education

AFFILIATIONS

American Society of Civil Engineers

Wisconsin Rural Water Association

Association of State Dam Safety Officials

Wisconsin Wastewater Operators Association

Erin Salmon, PWM

Municipal Consultant

erin@rpsprofessionalsolutions.com

(608) 617-2907

315 De Witt St
Portage, WI 53901



Former Village Administrator and Director of Public Works with 23 years experience in Municipal Public Works and engineering. Excels in problem solving, multi-tasking and sustaining a positive work environment while promoting economic wellbeing for the public and community.

EDUCATION

Associates in Applied Science, Civil Engineer Technology

Madison College

TRADEMARKS

- Clear and Effective Communicator in All Forms
- Able to Identify, Analyze, and Resolve Issues and Challenges
- Efficient at Identifying, Analyzing, and Resolving Issues
- Adept at Planning, Organizing, Delegating and Overseeing Projects and Resources
- Skilled in Organization of Information, Materials, Schedules, and Resources
- Proficient at Mastering Software, Computer Applications, and Devices

EXPERIENCE

Village Administrator / Village of Pardeeville
January 2019—October 2023

- Administration of Day-to-day Operations of Village Office, Public Works, and Public Utilities
- Emergency Management Coordination
- Prepare and Administer Annual Budget Agenda Planning
- Update, Maintain, and Enforce Village Ordinances and Policies

Civil Engineer Technician / City of Portage
May 2013—January 2019

- Team with Public Works Director, Wastewater, and Street Superintendents in Daily Operations
- Design, Estimate, and Write Contracts and Specifications for City Projects
- Inventory and Asset Management of City's Water, Storm, and Sanitary Sewer System via GIS
- Develop and Maintain City Assessment Rolls

Operations Manager / Davis Construction
August 2015—January 2016

- Project Scheduling and Assignment
- Project Estimating for Clients
- Assist in Field with Grading

Civil Engineer Technician / City of Sun Prairie
August 2001—May 2013

- Construction Layouts and Inspections
- Storm and Sanitary Sewer System Mapping
- Annual Reporting: WisDOT Transportation Aid
- Topographic Survey Work
- GIS Mapping

AFFILIATIONS

American Public Works Association, Education & Scholarship Committee

Executive Committee of the Municipal Electric Utilities of Wisconsin, District 7

Columbia County Local Emergency Planning Committee

American Legion Auxiliary, Pardeeville Unit 215

American Legion, Pardeeville Post 215

TAB 6 - SPECIAL PROJECT EXPERIENCE FOR PROJECT SCOPE

→RPS has extensive experience covering the wide range of project scope within this RFP:

PROFESSIONAL FACILITATION: The vast municipal experience allows RPS to foster effective public communication and facilitate efficient and timely results.

COMPREHENSIVE PLANNING: Completed or consulted on dozens of comprehensive plans, economic development plans, strategic plans or other focus group activities.

MEETINGS: Attended over 1,000 municipal meetings. Able to represent the municipality, the public, the project and properly communicate issues including resolution on controversial matters.

FUNDING: Administered dozens of grant/funding projects from initial concept to final grant administration.

FIRE & EMERGENCY SERVICES: Completed 2 fire training facility projects, consulted on dozens of Fire/EMS serviceability plans, including completion of one public infrastructure improvement projects to address insufficient infrastructure (see next page).

PLANNING & ZONING: Worked with dozens of municipalities in the area of long-term planning, zoning administration and ordinance development.

WISDOT: Completed 1 BIL project for a local municipal under the STP-Rural program 80/20, in response to the newly appropriate BIL program, including PS&E in a 3-month timeframe.

STREET IMPROVEMENTS: Rehabed or designed dozens of streets in villages and towns with some projects including special assessment and public involvement.

MUNICIPAL BEST INTERESTS: Focused on betterment and maintaining the best interests of the municipality. This includes general municipal review of developer plats/agreements, extensions, right-of-way, and general public policy. Also, strong representation of intergovernmental agreements and local entity discharge or acceptance agreements.

→RPS also brings the following relative and recent project specific experience:

Village of Kronenwetter – Various Projects Related to Westside Planning, Funding

- Lift Station Assessment & Sewer Capacity Study
- Lift Station 8 & 4 Upgrade Project
- Knowledge of Westside Roads, Utilities, Right-of-way & Easements
- Understanding and prior involvement on Village financials & TID's

Lakeside Park – Road Rehabilitation – Town of Pacific, Columbia County

- Initial Municipal Guidance & Project Planning
- Conceptual Cost Estimates
- Coordination of Comprehensive Topographic Survey For R/W & Drainage
- Documentation of ALL Encroachments
- Drainage Study
- Preliminary Project Plans
- Funding Application
- Public Participation Plan
- Project Schedule & Presentation
- Coordinate, Plan & Conduct Public Information Meetings
- Curb Design
- Pavement Design
- Modified R/W Design
- PS&E (Plans, Specs & Estimate) Completion
- Coordination, Plan & Conduct Individual Property Owner Meetings
- Utility Coordination
- WDNR Approval

Smokey Hollow Road – WisDOT 5652-00-01 – Arlington, Columbia County

- Funding Review, WisDOT Coordination
- Initial Municipal Guidance & Project Planning
- Conceptual Cost Estimates
- Funding Application
- WisDOT Tribal Notification
- WisDOT Environmental CEC Report
- WisDOT USFWS Coordination & Forms
- WisDOT WDNR Coordination & Forms
- Public Participation Plan & Coordination
- Respond to Public Input
- Administer WisDOT SMA Agreement
- Pavement Design
- Coordination Legal Opinion on R/W
- Complete WisDOT Estimate and Estimate Documentation (BidExpress)
- PS&E (Plans, Specs & Estimate) Completion
- AASHTOWare, Bid Item & Bid Proposal Completion
- WisDOT Special Provisions
- WisDOT Design Study Report (DSR)

RPS FEELS IT IS FULLY QUALIFIED AND WILL DEMONSTRATE EXCELLENCE IN ALL OF THESE ASSETS IN PERFORMANCE OF THIS SCOPE OF SERVICES.

TAB 7 – PROJECT APPROACH

GENERAL

RPS sees this project as a focus break-out study that will be incorporated into other planning efforts of the Village. The area of work is clearly shown in the RFP, west of Old Highway 51 Road, south of the WPS Properties and north of Flanner Road.

We also see this as a step towards laying out a successful redevelopment plan as called for in the 2019-2024 Strategic Plan, with the possibility of identifying a TID within all or part of the study area depending on viability and the need for public facility improvements. In addition, one or more grant opportunities are envisioned, each depending on a variety of eligibility factors.

RPS will approach the study using traditional planning-based and public-oriented methods, in combination with technical skill available from the firm’s municipal experience. RPS has qualified and experienced staff including technical experience in municipal public works, emergency management and general municipal planning at a level that functional for the requested scope of work. We feel our expertise in planning for and obtaining local funding will be a key factor in this project’s success going forward.

As such, RPS proposes the following key areas of study:

- Identify and evaluate the existing conditions & key issues of the study area
- Establish methods for local and organizational input
- Develop planning alternatives to address key issues
- Include local and organizational input to possible alternatives
- Complete feasibility studies of possible alternatives, evaluation
- Complete funding assessment and opportunities
- Presentation and public input on possible alternatives

PHASE I – PRELIMINARY RESEARCH

RPS proposes to utilize current available parcel and aerial information already obtained from other study efforts of the Village. Mapping efforts on existing features will be relatively straightforward. We plan to assume that all existing right-of-way traces back to Village ownership as we feel that any surveying or legal work is not within the scope of this project. We will observe traffic conditions (from our prior site visits and proposed site visits at peak hours) and identify traffic flow patterns.

We propose to work with the Village to obtain historic traffic count data on Old Highway 51 as we feel this information may be necessary in evaluating current conditions as well as making recommendations for future access or improvements. We also propose to obtain historic railroad

usage, if available, and also obtain current railroad delivery or usage programming along with operational schedules.

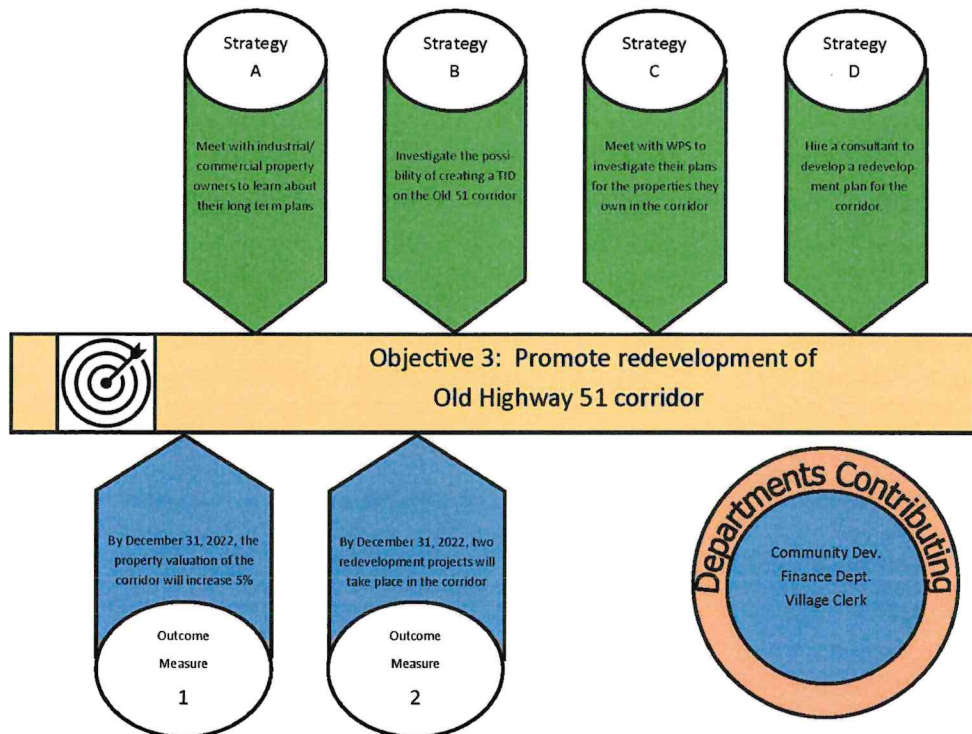
Perhaps the most important part of this phase is to identify local and organizational stakeholders and then organize/conduct a series of meetings or interviews with those entities to gain key stakeholder input towards defining the key issues, generating “on-the-table” alternatives. Although this list is not all-inclusive, the following key stakeholders are envisioned:

- Village Planning & Zoning, Economic Development
- Village Fire & EMS Departments
- WPS
- Local Area School District(s)
- Wisconsin Central LTD Canadian National Railroad
- Other Industrial and Commercial Property Owners

We feel this method of interaction will collect early input that will be used for complete evaluation of the issues, as well as improved solution identification, to improve efficiency for the study.

PHASE II – QUALIFICATIONS OF PRELIMINARY RECOMMENDATIONS

In the preparation of this proposal, RPS has reviewed the 2019 Comprehensive Plan and the 2019-2024 Strategic Plan. The Strategic Plan discusses one key objective (#3): Promote Re-development



of the Old Highway 51 Corridor. We anticipate that the assessment report that is requested by this RFP will be used as a key basis for a redevelopment plan.

RPS will evaluate and assess current railroad activity along with an assessment of community ingress and egress with all available input as described in earlier phases. With that input and our technical evaluation/assessment, we propose to generate 1-2 comprehensive and realistic solutions including an evaluation of the “no improvement” alternative.

PHASE III – FUNDING EVALUATION

Funding alternatives will be generated from preliminary or budgetary cost estimates. Cost estimates will be completed using high-level overview techniques without intense detail, as typical with budgetary-level estimating. The 1-2 alternatives described above will each be estimated as a capital cost basis.

Funding sources are likely generated from one or more of the following sources (preliminary and subject to change):

- A. Tax Incremental Finance depending on redevelopment potential and financial viability
- B. CDBG Public Facilities Grant depending on study-area income or key eligibility criteria
- C. FEMA Hazard Mitigation Grant depending on key threat eligibility
- D. FEMA Emergency Management Performance Grant depending on comprehensive preparedness and infrastructure eligibility
- E. CISA Emergency Communications Grants via SAFECOM depending on recommendations that include necessary communications or control systems with key stakeholders
- F. USDA Rural Utilities Service for Community Facilities addressing public safety projects

PHASE IV – FINALIZE REPORT

Public input will be obtained, as described above, throughout the process especially in the form of early input and problem identification. RPS does not propose this to be an internal study that is completed behind closed doors. Rather, it is a publicly-oriented and planning based study that largely includes open public meetings or individual interviews where open input is desired.

The final study report and presentation will be provided to the necessary Village Committee or Board presence. One (1) meeting is proposed for this effort. One (1) additional meeting is planned to present this to the public in a separate public information meeting.

Any recommended early directives will be presented to the Village for action. A capital improvements plan format will be presented if capital improvements are recommended.



TAB 8 – COST

We have developed costs for services as described in TAB – 7 Project Approach based on our understanding of the project scope and the associated level of effort for each task. The cost of services is provided with the following cost breakdown:

PHASE I – PRELIMINARY RESEARCH

| Task | Estimated Hours | | |
|--|-----------------------|-----------------------|------------------|
| | Principal \$175/hr | Associate \$130/hr | Tech \$110/hr |
| Initialization, Coordination, Management | 6 | | |
| Data Collection & Recovery | 1 | 1 | 16 |
| Mapping – Base Maps | 1 | 1 | 16 |
| Presentation Maps | 1 | 2 | 10 |
| Site Visits (2) | 4(2) | 4(2) | |
| Railroad Data & Meeting | 4 | 8 | 8 |
| Traffic Count Information Recovery | 6 | 6 | |
| Crash Data | 1 | 2 | |
| Fire / EMS Data | 2 | 2 | |
| Stakeholder Meetings (3) | 5(3) | 5(3) | 1(3) |
| Meeting Summaries / Notes | 1(3) | 4(3) | |
| Meeting Agendas | 1(3) | 2(3) | |
| Totals | 51 | 62 | 53 |
| Expenses | \$1,000 | | |
| Total Fees | \$23,815 | | |

PHASE II – QUALIFICATIONS OF PRELIMINARY RECOMMENDATIONS

| Task | Estimated Hours | | |
|-----------------------------|-----------------------|-----------------------|------------------|
| | Principal \$175/hr | Associate \$130/hr | Tech \$110/hr |
| Research, Refinements | 10 | 10 | |
| Compilation of Issues | 2 | | |
| Summary of Goals/Objectives | 3 | 1 | |
| Evaluation of Alternatives | 6 | 2 | |
| Feasibility of Alternatives | 6 | 2 | |
| Recommendations | 3 | 1 | |
| Coordination | 2 | | |
| Report | 4 | 32 | 16 |
| Totals | 36 | 48 | 16 |
| Expenses | \$0 | | |
| Total Fees | \$14,300 | | |

PHASE III – FUNDING EVALUATION

| Task | Estimated Hours | | |
|-----------------------------|-----------------------|-----------------------|------------------|
| | Principal \$175/hr | Associate \$130/hr | Tech \$110/hr |
| Estimate Preparation | 4 | 6 | 6 |
| Grant Research, Eligibility | 2 | 16 | |
| Memo on Grant Options | 4 | 4 | 2 |
| Totals | 10 | 26 | 8 |
| Expenses | \$0 | | |
| Total Fees | \$6,010 | | |

PHASE IV – FINALIZE REPORT

| Task | Estimated Hours | | |
|-------------------------|-----------------------|-----------------------|------------------|
| | Principal \$175/hr | Associate \$130/hr | Tech \$110/hr |
| Modifications/Updates | 4 | 8 | 2 |
| Meetings (2) | 4(2) | 4(2) | |
| Presentation & Delivery | 8 | 4 | 2 |
| Totals | 20 | 20 | 4 |
| Expenses | \$600 | | |
| Total Fees | \$7,140 | | |

SCHEDULE

RPS proposes the following timetable; be advised this is slightly different from the project timetable provided in the RFP. We recognize that it is likely a challenge to organize different representations to one common effort, and that will take some advance notice time to accomplish.

| | |
|----------------------|--------------------|
| Kick-off | April 30, 2024 |
| Due Diligence | May 30, 2024 |
| Stakeholder Meetings | June – July, 2024 |
| Evaluation | August 31, 2024 |
| Funding | September 30, 2024 |
| Finalize | October 31, 2024 |

