

Greetings,
City of Watertown

February 16, 2026

Andrew Beyer, P.E., Director of Public Works/City Engineer
CITY OF WATERTOWN
106 Jones Street
Watertown, WI 53094

RE: Request for Proposal (RFP) for Utility Construction Services of the Rock River Ridge, Phases 2 and 3

Dear Mr. Beyer:

Robert E. Lee & Associates, Inc. (REL) is pleased to submit our proposal for utility construction observation services for Rock River Ridge, Phases 2 and 3. We understand the City of Watertown's need for comprehensive observation services during the installation of storm sewer and sanitary sewer mains and laterals. The project will be divided into multiple phases. Phase 1 is sanitary sewer installation (estimated 21 working days, March 5 - April 2, 2026). The second phase is storm sewer installations (estimated 19 working days, April 29 to May 25, 2026). REL will ensure daily observation logs are maintained and that utility infrastructure is installed in compliance with City specifications.

Our assigned lead inspector, Zane Zoromski, brings experience in utility construction observations and will lead the on-site efforts. He will be supported by Ryan Trzinski, P.E., who is available to assist throughout the various phases of the project. Our team will be on-site during contractor working hours (Monday-Friday, 7:00 am to 5:00 pm) to ensure thorough oversight of utility installations. Detailed daily observation logs will be provided to document project progress and address concerns related to the observed utility install.

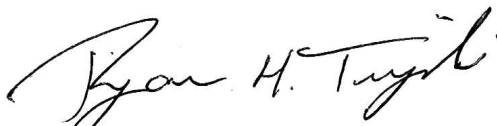
Our approach emphasizes full-time on-site observation and likely coordination with the City for issues that arise. The cost proposal is attached, based on a time and expense format with estimated hours for each phase.

Robert E. Lee & Associates is confident in our ability to provide high-quality inspection services for the Rock River Ridge, Phases 2 and 3, helping ensure adherence to the City's standards and timely completion. We appreciate the opportunity to submit this proposal and are available for any follow-up questions.

Thank you for your consideration.

Sincerely,

ROBERT E. LEE & ASSOCIATES, INC.



Ryan H. Trzinski, P.E.
Construction Services Manager

RHT/JGS/LAR

ENC.



Jared G. Schmidt, P.E.
President



Construction Engineering Technician

Zane Zoromski

Northeast WI Technical College

Associates
Civil Engineering Technician, 2024

Experience and Expertise

Zane is a full-time construction engineering technician who previously interned with our team for two summers. His hands-on experience during his internship coupled with his full-time experience gives him a strong foundation in construction processes and field operations. Zane supports project managers, contractors, and team members by conducting with site observations, interpreting plans, and tracking project progress. He helps document daily job site activities, gathers field data, and assists with tasks such as field orders and change orders. With his growing expertise and familiarity with our workflows, Zane is well-prepared to contribute to the success of any construction projects.

Key Areas of Expertise

2 years of experience specializing in the following areas:

- Resident project representative
- Construction observation services

Roles and Responsibilities

As a Construction Engineering Technician supporting construction administration, Zane plays a key role in monitoring daily site activity to help keep projects on schedule and meeting quality expectations. Building on the knowledge gained during his two summer internships with our team, he regularly visits job sites to observe progress, verify that work aligns with project plans and specifications, and document daily activities such as weather conditions, contractor personnel, and completed tasks.

Zane serves as a communication link between contractors, project managers, and owners, helping ensure everyone stays informed and coordinated throughout the construction process. He assists in interpreting construction drawings, answering contractor questions, and supporting field coordination. Additionally, he helps prepare and process field orders and change orders, tracks quantities for payment, and participates in progress meetings. His familiarity with our processes, combined with his hands-on approach, makes him a valuable contributor to successful project execution and effective problem-solving.

Construction Observation Services

Observe construction for conformance with the plans and specifications. Record construction activities in the daily construction report. Assist the project manager in preparation of field orders, change orders, and contract related correspondence.

- STH 49/11 Resurfacing Project, Waupaca County
- STH 96, Resurfacing Project, Waupaca County
- CTH PP, Resurfacing Project, Brown County
- STH 54, Reconditioning Project, Waupaca County
- Village of Hobart Utility and Streets
- Green Bay Water Utility 2024 & 2025
- City of De Pere Water Reservoir Rehabilitation



Construction Services Manager

Ryan Trzinski, P.E., V.P.

UW - Platteville

Bachelor of Science
Civil Engineering, 2007

Experience and Expertise

Ryan's versatile experience in Highway Transportation Construction and design showcases his versatility and expertise in highway construction.

With a proven construction background, he is able to complete constructability reviews, assist as a construction engineer and offer construction observation and administration guidance to staff, with his long-standing working relationship with the City and understanding of City specifications.

Professional Engineer

Wisconsin, Michigan

Certified Bridge Inspector - WI

Key Areas of Expertise

18 years of experience in Civil Engineering, specializing in the following areas:

- Certified Bridge Inspector
- Complex Traffic Staging
- Rural Roadway Design
- Urban Roadway Design
- Safety Improvement Projects
- Pavement Design
- Construction Project Engineer/Leader
- Agency Permitting for Local, State, Federal
- Recreational Trail Design

Roles and Responsibilities

As the Construction Engineer, Ryan plays a crucial role in construction administration. He utilizes his expertise in sanitary sewer, water main, and storm sewer systems to assist effectively with construction observation. His responsibilities include providing daily reports, tracking daily quantities, and reviewing pay requests. Ryan is proactive in anticipating future work and potential issues, facilitating or collaborating with the City and contractor on work change directives and change orders as necessary. He maintains constant communication with the contractor and City staff to ensure smooth coordination and timely resolution of any concerns.

- Resident project representative
- Construction observation services
- Project management
- City Specification knowledge
- History of working with the City

Main Street Water Utility - Watertown

Ryan led the design engineering for the W Main Street water utility relocation between N Water and 1st Street in anticipation for bridge and approach reconstruction over the Rock River.

- Field Survey
- Utility Coordination
- Water Main / Lateral Design
- Bidding Support

North Forth Street

Ryan led design engineering for this Resurfacing Project; a half-mile urban resurfacing, which included milling existing concrete pavement, placing a pavement geotextile interlayer, and overlaying the HMA.

- Staging Accommodations for Hospital Route
- Public Involvement
- Multiproject Coordination
- Expedited Bil Funded Schedule

Total Project

Investment

Our assigned lead observer is Zane Zoromski, and will be supported by Ryan Trzinski, P.E. who is available to assist through-out the various phases of the project. Our team will be on-site during contractor working hours (Monday-Friday, 7:00 am to 5:00 pm) to ensure thorough oversight of utility installations.

REL proposes to complete these efforts on a time and expense basis at our standard hourly rates, estimated at \$27,900.00 for the Sanitary Sewer Item and \$25,750.00 for the Storm Sewer item.



Phase	Estimated Hours	Staff	Hourly Rate	Estimated Cost*
Sanitary Sewer Main and Lateral Installation	21 days	Zane Zoromski & Ryan Trzinski	\$84 \$175	\$27,900
Storm Sewer Main and Installation	19 days	Zane Zoromski & Ryan Trzinski	\$84 \$175	\$25,750

Base Bid, Est. Cost \$53,650

*Total estimate cost includes labor and expenses.