

**VILLAGE BOARD AGENDA
MONDAY, OCTOBER 10, 2022
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Pledge of Allegiance – President Pfannerstill

Swearing in of Village Trustee Shaunta' de Boer

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion.

1. Consideration of Village Board minutes of September 26, 2022.
2. Consideration of items related to vouchers.
 - a. Consideration of Contractor's Application for Payment No. 2 for the 2022 Paving Program to Payne & Dolan, Inc. in the amount of \$221,463.83.
 - b. Consideration of vouchers for payment in the amount of \$818,056.03.
3. Actions related to Licenses and Permits
 - a. Consideration of Operator's (Bartender) Licenses
4. Discussion and consideration of a conceptual plan for development of a multi-use building at 221 Cottonwood Ave.

Items referred from the October 3, 2022 Park & Recreation Board Meeting

5. Discussion of Park & Recreation Board motions regarding pickleball and parking.

Other Items for Consideration

6. Discussion and consideration of Building Needs Assessment Request for Proposals.
7. Consideration of Committee appointments by Village President Pfannerstill.
8. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

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MONDAY, OCTOBER 10, 2022
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9. Adjournment.

Ryan Bailey, Village Manager

Notice: Please note that upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, contact Darlene Igl, Village Clerk, at 262-367-2714. The Municipal Building is handicap accessible.

To participate via Zoom in the Village of Hartland Board meeting, please dial 1 (312) 626-6799. The Meeting ID is 861 4863 5556.

Or participate online:

<https://us02web.zoom.us/j/86148635556?pwd=V01NNHBFcWM2OEd3UDRERko1TThXZz09>

**VILLAGE BOARD MINUTES
MONDAY, SEPTEMBER 26, 2022
6:30 PM
BOARD ROOM, MUNICIPAL BUILDING, 210 COTTONWOOD**

Call to Order

Roll Call

Present: Trustees Truttschel, Pfeiffer, Wallschlager, Conner, Hallquist, President Pfannerstill

Others Present: Village Manager Bailey, Clerk Igl, Police Chief Misko, Police Lieutenant DeBarge, Interim DPW Director Felkner, DPW Operations Supervisor Jungbluth, Fire Chief Jambretz, Jim Muenzenberger, interested citizens.

Pledge of Allegiance – Trustee Wallschlager

Public Comments: Please be advised the Village Board will receive comments from the public related to any item(s) for a three-minute time period per person, with time extensions per the Village President's discretion.

The following spoke in opposition to the appointment of the Hartland Lakeside Representative to the Hartland Library Board as nominated by the Hartland Lakeside School Board President:

Dawn Buika, 757 Windsor Circle
Courtney Marschalek, 210 Nixon Avenue
Amy Harker-Murray, N16W30100 Timber Brook Ct.
Val Wisniewski, 511 Renson Road
Ken Patterson, 108 Trails Edge
Todd Nelson, W291N3381 Summerhill Road
Christina Callies, 241 North Avenue
Lee Bromberger, 140 Maple Avenue
Alan Stoffer, 705 Renson Road
Lisa Pon, W288N375 Woodline Court

Val Wisniewski also commented on whether the agenda item related to appointments was intended to include the Village Trustee appointment and referenced comments made regarding the selection process at the time that Trustee Hallquist was appointed including that he had run for the position and received the next highest number of votes in the election.

Tom Harter, Hartland Lakeside School Board President, commented on the appointment that he made of Joseph Harter to replace the current representative, Michele Plank.

Village Board recessed at 7:09 p.m.; reconvened at 7:10 p.m.

VILLAGE BOARD MINUTES
MONDAY, SEPTEMBER 26, 2022
6:30 PM
PAGE 2

Motion (Pfeiffer/Wallschlager) to suspend the rules. Motion carried. Motion (Conner/Hallquist) to take up item #9 as item #1. Motion carried.

1. Consideration of a motion for the Hartland Lakeside Representative to the Hartland Library Board as nominated by the Hartland Lakeside School Board President.

President Pfannerstill stated that there was a change made a year and a half ago to the library board which caused some confusion. He stated that the composition of the Library Board and state statutes were reviewed at that time, and it was discovered that there was an error. The school board representative is to be appointed for a three-year term rather than being appointed indefinitely.

There was discussion between the Village Board members regarding options including sending this back to the school board for further discussion or appointing the current member to complete the term expiring in April 2023. Motion (Wallschlager/Hallquist) to deny the nomination from the Hartland Lakeside School Board President as submitted. Roll call vote taken; motion carried with Pfannerstill opposed. It was stated that the Village will need to send a letter to the school district to inform them of the denial.

2. Motion (Conner/Truttschel) to approve the Village Board minutes of September 12, 2022. Motion carried.
3. Consideration of items related to vouchers.
 - a. Motion (Wallschlager/Conner) to approve vouchers for payment in the amount of \$373,548.58. Trustee Wallschlager questioned the expense for printing of the recreation guide stating that she felt it was poor quality. She also asked about an invoice listed for cyber liability and Village Manager Bailey explained that the amount listed was the annual expense and that the cyber liability coverage was lumped in with the overall insurance package. Motion carried.
4. Actions related to Licenses and Permits
 - a. Motion (Truttschel/Hallquist) to approve Operator's (Bartender) Licenses as listed. Motion carried.

Items referred from the September 19, 2022, Plan Commission Meeting

5. Items related to an amendment to the Zoning Code
 - a. Consideration of a first reading of Bill for an Ordinance No. 09-26-2022 "An Ordinance to Amend Chapter 46 of the Village of Hartland Municipal Code Pertaining to Zoning Ordinance".
Village Manager Bailey stated that this item was recommended for approval by the Plan Commission and is a first reading. The ordinance change will add language to the B-3 zoning section.
 - b. Consideration of setting the date of a Public Hearing on October 24, 2022, during the Regular Village Board meeting.

Motion (Hallquist/Conner) to set a Public Hearing for this ordinance change for November 14, 2022 (amended due to board members being absent for the Oct. 24 meeting). Motion carried.

Other Items for Consideration

6. Consideration of a Special Events Permit Application for Hartland Ice Age Trail Community Committee for the IATC Moonlight Hike on October 8.

Jim Muenzenberger, representing the Ice Age Trail Community Committee, outlined the Moonlight Hike event planned for October 8. He stated that the group will be using the Cottonwood Wayside and trails in the area and will be using the chimney for a fire. Village Manager Bailey stated that no fee pertains to this event as it is a subcommittee of the Village. Motion (Conner/Pfeiffer) to approve the Special Events Permit Application for the Hartland Ice Age Trail Community Committee for the IATC Moonlight Hike on October 8. Motion carried.

The Village Board recessed at 7:46 p.m.; reconvened at 7:50 p.m.

7. Discussion of retention ponds and safety concerns with them.

Trustee Wallschlager raised concerns with the safety of retention ponds and asked why fences are not required around them. She asked whether there was something that the Village could do to deter children from getting into them. Interim DPW Director Felkner stated that retention ponds are required to have a minimum 8-foot shelf with a maximum of 8" in depth. He further stated that there a total of 174 ponds/swales in the Village of which the Village owns 42. There was discussion that HOA's could install a fence if so desired. Felkner stated that the Plan Commission could request the developer provide fencing at the time of the application/approval of a development. Trustee Truttschel stated that he appreciated the concerns raised and learning of the safety measures in place.

8. Discussion and consideration related to Hartbrook Park pedestrian bridge.

Interim DPW Director Felkner stated that when the Hartbrook Park pedestrian bridge was inspected this year, it was deemed unsafe and had to be shut down immediately. He stated that it had initially been built in the 1980's and that the cost to replace the bridge is \$205,000. If replacement is approved and the bridge is ordered immediately, it would not be installed until next March or April. Motion (Pfeiffer/Conner) to approve replacement of bridge with ADA requirements in place in the amount of \$205,000. Motion carried. Interim DPW Director Felkner stated that he will attempt to get additional quotes for the replacement bridge. Village Manager Bailey stated that staff had reviewed options and felt it important that the bridges are standardized throughout the Village.

9. Consideration of Village Board, Commission and Committee appointments by Village President Pfannerstill.

Motion (Hallquist/Conner) to confirm the appointment of Kathleen Van Thiel to the Park & Recreation Board as made by President Pfannerstill. Motion carried.

Motion (Pfeiffer/Hallquist) to confirm the appointment of Trustee Wallschlager to the Del-Hart Commission to fill the vacant seat. Motion carried.

Motion (Pfeiffer/Hallquist) to confirm the appointment of Shaunta' de Boer to the Village Board to serve the remainder of the term ending April 2024. Motion carried.

10. Announcements: The following individuals will be given an opportunity to make announcements at the meeting in regards to (1) activities taken since the previous meeting on behalf of the community, (2) future municipal activities, and (3) communications received from citizens. It is not contemplated that these matters will be discussed or acted upon. The following individuals may provide announcements: Village President or individual Village Board members or Village Administrator or other Village Staff members.

Interim DPW Director Felkner stated that the Coventry water tower will be inspected on 9/27.

Fire Chief Jambretz stated that the pancake breakfast is scheduled for Oct. 8. He stated that incident command classes are scheduled at the station on Saturdays in March. Hose testing is scheduled for later in the week.

Police Chief Misko stated that he had received a total of four responses to the building needs analysis request. Also, last week two officers attended CIT training.

President Pfannerstill stated that a plaque honoring Mike Meyers had been placed on the warming shed at Nixon Park. He also announced that the Canadian Pacific Holiday Train will return this year.

Trustee Pfeiffer reminded residents to use extra caution at stop signs due to the recent pedestrian fatality.

11. Adjournment.

Motion (Pfeiffer/Conner) to adjourn at 8:14 p.m. Motion carried.

Respectfully submitted,

Darlene Igl
Village Clerk

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

2

For (Project): 2022 Paving Program						Application Date: 10/3/2022					
Application Period: 8/19/2022-10/3/2022						Owner's Contract No.: Engineer's Project No.: 09-10080.200					
A	B	C	D	E	F	G	H	I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
Mary Hill Subdivision											
1.	Traffic Control	L.S.	1	\$850.00	\$ 850.00	1.00	\$ 850.00		\$ -	1.00	\$ 850.00
2.	Erosion Control	L.S.	1	\$3,600.00	\$ 3,600.00	1.00	\$ 3,600.00		\$ -	1.00	\$ 3,600.00
3.	30-Inch Concrete Curb & Gutter Remove and Replace	L.F.	200	\$67.95	\$ 13,590.00	310.00	\$ 21,064.50		\$ -	310.00	\$ 21,064.50
4.	Edge-Wedge Mill & Remove Asphalt	S.Y.	12,000	\$2.08	\$ 24,960.00	12,422.00	\$ 25,837.76		\$ -	12,422.00	\$ 25,837.76
5.	3-Inch Asphalt Binder Patch	S.Y.	1,000	\$19.25	\$ 19,250.00		\$ -		\$ -		\$ -
6.	Asphalt Scratch Course	TON	80	\$66.60	\$ 5,328.00	45.00	\$ 2,997.00		\$ -	45.00	\$ 2,997.00
7.	Asphalt Surface Course	TON	2,650	\$69.45	\$ 184,042.50	1,873.00	\$ 130,079.85		\$ -	1,873.00	\$ 130,079.85
8.	3-Inch Asphalt Driveway Replacement	S.Y.	50	\$20.00	\$ 1,000.00		\$ -		\$ -		\$ -
9.	6-Inch Concrete Driveway Replacement	S.F.	150	\$8.86	\$ 1,329.00		\$ -		\$ -		\$ -
10.	Adjust Manhole - Paving Ring	EA.	59	\$200.00	\$ 11,800.00	46.00	\$ 9,200.00		\$ -	46.00	\$ 9,200.00
11.	Adjust Valve Box - Paving Ring	EA.	21	\$45.80	\$ 961.80	21.00	\$ 961.80		\$ -	21.00	\$ 961.80
12.	Epoxy Striping - 6" White Crosswalk	L.F.	170	\$3.15	\$ 535.50	156.00	\$ 491.40		\$ -	156.00	\$ 491.40
13.	Epoxy Striping - 18" White Stop Bar	L.F.	85	\$10.05	\$ 854.25	106.00	\$ 1,065.30		\$ -	106.00	\$ 1,065.30
14.	Restoration - Topsoil & Sod	S.Y.	100	\$16.50	\$ 1,650.00	100.00	\$ 1,650.00		\$ -	100.00	\$ 1,650.00
Total All Mary Hill Subdivision						\$ 269,751.05	\$ 197,797.61		\$ -		\$ 197,797.61
Tenny Avenue											
15	Traffic Control	L.S.	1	\$400.00	\$ 400.00	1.00	\$ 400.00		\$ -	1.00	\$ 400.00
16	Erosion Control	L.S.	1	\$1,300.00	\$ 1,300.00	1.00	\$ 1,300.00		\$ -	1.00	\$ 1,300.00
17	Pulverize & Reshape	S.Y.	4,625	\$1.82	\$ 8,417.50	4,600.00	\$ 8,372.00		\$ -	4,600.00	\$ 8,372.00
18	Remove Excess Material	S.Y.	4,625	\$1.40	\$ 6,475.00	4,600.00	\$ 6,440.00		\$ -	4,600.00	\$ 6,440.00
19	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	350	\$52.94	\$ 18,529.00	400.00	\$ 21,176.00		\$ -	400.00	\$ 21,176.00
20	Base Patching - Remove & Replace 12-Inch Material	S.Y.	1,700	\$14.75	\$ 25,075.00	1,585.00	\$ 23,378.75		\$ -	1,585.00	\$ 23,378.75
21	3-Inch Asphalt Driveway Replacement	S.Y.	120	\$20.00	\$ 2,400.00		\$ -		\$ -		\$ -
22	6-Inch Concrete Driveway Replacement	S.F.	250	\$11.97	\$ 2,992.50		\$ -		\$ -		\$ -
23	2 1/2 - Inch Asphalt Binder Course	S.Y.	4,625	\$8.61	\$ 39,821.25	4,600.00	\$ 39,606.00		\$ -	4,600.00	\$ 39,606.00
24	1 1/2-Inch Asphalt Surface Course	S.Y.	4,625	\$6.22	\$ 28,767.50	4,600.00	\$ 28,612.00		\$ -	4,600.00	\$ 28,612.00
25	Remove & Replace Manhole Frame & Cover	EA.	1	\$900.00	\$ 900.00	1.00	\$ 900.00		\$ -	1.00	\$ 900.00
26	Adjust Manhole	EA.	9	\$900.00	\$ 8,100.00	7.00	\$ 6,300.00		\$ -	7.00	\$ 6,300.00
27	Adjust Valve Box	EA.	4	\$500.00	\$ 2,000.00		\$ -		\$ -		\$ -
28	Epoxy Striping - 18" White Stop Bar	L.F.	14	\$10.05	\$ 140.70	14.00	\$ 140.70		\$ -	14.00	\$ 140.70
29	Restoration - Topsoil & Sod	S.Y.	85	\$16.50	\$ 1,402.50	35.00	\$ 577.50		\$ -	35.00	\$ 577.50
Total All Tenny Avenue						\$ 146,720.95	\$ 137,202.95		\$ -		\$ 137,202.95
Woodlands Court											
30	Traffic Control	L.S.	1	\$350.00	\$ 350.00	1.00	\$ 350.00		\$ -	1.00	\$ 350.00
31	Erosion Control	L.S.	1	\$1,300.00	\$ 1,300.00	1.00	\$ 1,300.00		\$ -	1.00	\$ 1,300.00
32	Pulverize & Reshape	S.Y.	4,550	\$1.82	\$ 8,281.00	4,450.00	\$ 8,099.00		\$ -	4,450.00	\$ 8,099.00
33	Remove Excess Material	S.Y.	4,550	\$1.40	\$ 6,370.00	4,450.00	\$ 6,230.00		\$ -	4,450.00	\$ 6,230.00
34	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	125	\$65.50	\$ 8,187.50	200.00	\$ 13,100.00		\$ -	200.00	\$ 13,100.00
35	Base Patching - Remove & Replace 12-Inch Material	S.Y.	1,820	\$14.75	\$ 26,845.00		\$ -		\$ -		\$ -
36	3-Inch Asphalt Driveway Replacement	S.Y.	120	\$20.00	\$ 2,400.00	13.00	\$ 260.00		\$ -	13.00	\$ 260.00
37	6-Inch Concrete Driveway Replacement	S.F.	200	\$11.97	\$ 2,394.00		\$ -		\$ -		\$ -
38	2 1/2 - Inch Asphalt Binder Course	S.Y.	4,550	\$8.61	\$ 39,175.50	4,450.00	\$ 38,314.50		\$ -	4,450.00	\$ 38,314.50
39	1 1/2-Inch Asphalt Surface Course	S.Y.	4,550	\$6.22	\$ 28,301.00	4,450.00	\$ 27,679.00		\$ -	4,450.00	\$ 27,679.00
40	Repair Manhole - Slurry Backfill	V.F.	1	\$1,000.00	\$ 1,000.00		\$ -		\$ -		\$ -
41	Adjust Manhole	EA.	8	\$900.00	\$ 7,200.00	7.00	\$ 6,300.00		\$ -	7.00	\$ 6,300.00

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

2

For (Project): 2022 Paving Program							Application Date: 10/3/2022					
Application Period: 8/19/2022-10/3/2022							Owner's Contract No.: 09-10080.200 Engineer's Project No.:					
A	B	C	D	E	F	G	H	I	J	K	L	
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date		
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	
42	Adjust Valve Box	EA.	3	\$500.00	\$ 1,500.00		\$ -		\$ -		\$ -	
43	Restoration - Topsoil & Sod	S.Y.	30	\$16.50	\$ 495.00	30.00	\$ 495.00		\$ -	30.00	\$ 495.00	
Total All Woodlands Court						\$ 133,799.00		\$ 102,127.50		\$ -	\$ 102,127.50	
E. Imperial Drive												
44	Traffic Control	L.S.	1	\$1,100.00	\$ 1,100.00	1.00	\$ 1,100.00		\$ -	1.00	\$ 1,100.00	
45	Erosion Control	L.S.	1	\$2,900.00	\$ 2,900.00	1.00	\$ 2,900.00		\$ -	1.00	\$ 2,900.00	
46	Mill & Remove 2-Inches Asphalt	S.Y.	12,325	\$1.98	\$ 24,403.50	11,600.00	\$ 22,968.00		\$ -	11,600.00	\$ 22,968.00	
47	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	425	\$52.57	\$ 22,342.25		\$ -	988.00	\$ 51,939.16	988.00	\$ 51,939.16	
48	Base Patching - Remove & Replace 12-Inch Material (If Needed)	S.Y.	1,200	\$15.75	\$ 18,900.00	1,200.00	\$ 18,900.00		\$ -	1,200.00	\$ 18,900.00	
49	3-Inch Asphalt Driveway Replacement	S.Y.	100	\$20.00	\$ 2,000.00		\$ -	65.00	\$ 1,300.00	65.00	\$ 1,300.00	
50	6-Inch Concrete Driveway Replacement	S.F.	200	\$11.97	\$ 2,394.00		\$ -	459.00	\$ 5,494.23	459.00	\$ 5,494.23	
51	2 1/2-Inch Asphalt Binder Patch	S.Y.	1,400	\$14.99	\$ 20,986.00	1,300.00	\$ 19,487.00		\$ -	1,300.00	\$ 19,487.00	
52	2 1/4-Inch Asphalt Surface Course	TON	1,950	\$66.05	\$ 128,797.50	1,120.89	\$ 74,034.78	118.28	\$ 7,812.39	1,239.17	\$ 81,847.18	
53	Adjust Manhole	EA.	14	\$900.00	\$ 12,600.00	4.00	\$ 3,600.00		\$ -	4.00	\$ 3,600.00	
54	Adjust Valve Box	EA.	8	\$500.00	\$ 4,000.00		\$ -		\$ -		\$ -	
55	Remove & Replace Valve Box Top Section - Slurry Backfill	EA.	2	\$800.00	\$ 1,600.00		\$ -		\$ -		\$ -	
56	Remove & Replace Manhole Frame & Cover	EA.	5	\$900.00	\$ 4,500.00	5.00	\$ 4,500.00		\$ -	5.00	\$ 4,500.00	
57	Epoxy Striping - 4" Double Yellow	L.F.	5,860	\$2.10	\$ 12,306.00		\$ -	5,924.00	\$ 12,440.40	5,924.00	\$ 12,440.40	
58	Epoxy Striping - 6" White Crosswalk	L.F.	775	\$3.15	\$ 2,441.25		\$ -	386.00	\$ 1,215.90	386.00	\$ 1,215.90	
59	Epoxy Striping - 18" White Stop Bar	L.F.	30	\$10.50	\$ 315.00		\$ -	61.00	\$ 640.50	61.00	\$ 640.50	
60	Restoration - Topsoil & Sod	S.Y.	100	\$16.50	\$ 1,650.00	120.00	\$ 1,980.00		\$ -	120.00	\$ 1,980.00	
Total All E. Imperial Drive						\$ 263,235.50		\$ 149,469.78		\$ 80,842.58	\$ 230,312.37	
Dundee Lane												
61	Traffic Control	L.S.	1	\$200.00	\$ 200.00	1.00	\$ 200.00		\$ -	1.00	\$ 200.00	
62	Mill & Remove 2-Inches Asphalt	S.Y.	1,465	\$1.98	\$ 2,900.70	1,465.00	\$ 2,900.70		\$ -	1,465.00	\$ 2,900.70	
63	30-Inch Concrete Curb & Gutter Remove & Replace	L.F.	200	\$66.34	\$ 13,268.00	220.00	\$ 14,594.80		\$ -	220.00	\$ 14,594.80	
64	Base Patching - Remove & Replace 12-Inch Material (If Needed)	S.Y.	300	\$15.75	\$ 4,725.00	50.00	\$ 787.50		\$ -	50.00	\$ 787.50	
65	3-Inch Asphalt Driveway Replacement	S.Y.	90	\$20.00	\$ 1,800.00		\$ -	12.00	\$ 240.00	12.00	\$ 240.00	
66	6-Inch Concrete Driveway Replacement	S.F.	150	\$15.48	\$ 2,322.00		\$ -		\$ -		\$ -	
67	2 1/2-Inch Asphalt Binder Patch (If Needed)	S.Y.	300	\$12.39	\$ 3,717.00	50.00	\$ 619.50		\$ -	50.00	\$ 619.50	
68	2 1/4-Inch Asphalt Surface Course	TON	240	\$66.05	\$ 15,852.00	170.00	\$ 11,228.50		\$ -	170.00	\$ 11,228.50	
69	Adjust Manhole	EA.	2	\$900.00	\$ 1,800.00	2.00	\$ 1,800.00		\$ -	2.00	\$ 1,800.00	
70	Adjust Valve Box	EA.	1	\$500.00	\$ 500.00		\$ -		\$ -		\$ -	
71	Epoxy Striping - 18" White Stop Bar	L.F.	15	\$10.50	\$ 157.50		\$ -		\$ -		\$ -	
72	Restoration - Topsoil & Sod	S.Y.	50	\$16.50	\$ 825.00	78.00	\$ 1,287.00		\$ -	78.00	\$ 1,287.00	
Total All Dundee Lane						\$ 48,067.20		\$ 33,418.00		\$ 240.00	\$ 33,658.00	
Village Hall Parking Lot and Pathway												
73	Traffic Control	L.S.	1	\$400.00	\$ 400.00		\$ -	1.00	\$ 400.00	1.00	\$ 400.00	
74	Erosion Control	L.S.	1	\$3,200.00	\$ 3,200.00		\$ -	1.00	\$ 3,200.00	1.00	\$ 3,200.00	
75	Remove Existing Asphalt Parking Lot Pavement	S.Y.	2,450	\$3.36	\$ 8,232.00		\$ -	2,450.00	\$ 8,232.00	2,450.00	\$ 8,232.00	
76	Remove Existing Asphalt Pathway	S.Y.	350	\$5.72	\$ 2,002.00		\$ -	310.00	\$ 1,773.20	310.00	\$ 1,773.20	
77	30-Inch Concrete Curb & Gutter Remove & Replace (Includes Pavement Patch)	L.F.	30	\$90.50	\$ 2,715.00		\$ -	10.00	\$ 905.00	10.00	\$ 905.00	
78	18-Inch Concrete Curb & Gutter Remove & Replace	L.F.	30	\$90.50	\$ 2,715.00		\$ -	80.00	\$ 7,240.00	80.00	\$ 7,240.00	
79	Barrier Curb Remove & Replace	L.F.	125	\$40.00	\$ 5,000.00		\$ -	210.00	\$ 8,400.00	210.00	\$ 8,400.00	

Progress Estimate - Unit Price Work

Contractor's Application for Payment No.

2

For (Project): 2022 Paving Program						Application Date: 10/3/2022					
Application Period: 8/19/2022-10/3/2022						Owner's Contract No.: Engineer's Project No.: 09-10080.200					
A	B	C	D	E	F	G	H	I	J	K	L
Item No.	Description	Unit	Estimated Quantity	Bid Unit Price	Bid Item Value (\$)	Work Completed Previously		Work Completed This Period		Total Work Completed to Date	
						Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)	Estimated Quantity Installed	Value of Work Installed (\$)
80	4-Inch Concrete Sidewalk & ADA Ramp Replacement	S.F.	400	\$9.36	\$ 3,744.00		\$ -	459.00	\$ 4,296.24	459.00	\$ 4,296.24
81	Detectable Warning Fields	S.F.	10	\$35.00	\$ 350.00		\$ -	10.00	\$ 350.00	10.00	\$ 350.00
82	Base Patching - Remove & Replace 12-Inch Material	S.Y.	1,200	\$15.75	\$ 18,900.00		\$ -	880.00	\$ 13,860.00	880.00	\$ 13,860.00
83	Crushed Aggregate Base Course	TON	100	\$20.60	\$ 2,060.00		\$ -	40.00	\$ 824.00	40.00	\$ 824.00
84	Adjust Manhole/Inlet	EA.	1	\$775.00	\$ 775.00		\$ -		\$ -		\$ -
85	2 1/2-Inch Asphalt Binder Course	S.Y.	2,450	\$9.60	\$ 23,520.00		\$ -	2,450.00	\$ 23,520.00	2,450.00	\$ 23,520.00
86	1 1/2-Inch Asphalt Surface Course	S.Y.	2,450	\$6.91	\$ 16,929.50		\$ -	2,450.00	\$ 16,929.50	2,450.00	\$ 16,929.50
87	3-Inch Asphalt Trail	S.Y.	410	\$15.90	\$ 6,519.00		\$ -	310.00	\$ 4,929.00	310.00	\$ 4,929.00
88	Epoxy Striping - 4" Yellow	L.F.	1,600	\$2.10	\$ 3,360.00		\$ -	1,423.00	\$ 2,988.30	1,423.00	\$ 2,988.30
89	Epoxy Striping - Yellow Arrow/Symbol	EA.	7	\$95.00	\$ 665.00		\$ -	4.00	\$ 380.00	4.00	\$ 380.00
90	Restoration - Topsoil & Sod	S.Y.	350	\$16.50	\$ 5,775.00		\$ -	252.00	\$ 4,158.00	252.00	\$ 4,158.00
Total All Village Hall Parking Lot and Pathway						\$ 106,861.50	\$ -		\$ 102,385.24		\$ 102,385.24
Asphalt Pavement Patching											
91	Asphalt Pavement Patching - Misc. Areas	S.Y.	550	\$67.85	\$ 37,317.50		\$ -	560.00	\$ 37,996.00	560.00	\$ 37,996.00
Total All Asphalt Pavement Patching						\$ 37,317.50	\$ -		\$ 37,996.00		\$ 37,996.00
Common to All Project Areas											
92	Additional Remove and Replace Valve Box Top Section (If needed)	EA.	15	\$800.00	\$ 12,000.00	14.00	\$ 11,200.00		\$ -	14.00	\$ 11,200.00
93	Excavation Below Subgrade (EBS) (If needed)	C.Y.	70	\$29.00	\$ 2,030.00		\$ -		\$ -		\$ -
94	Geotextile Fabric (If needed)	S.Y.	200	\$1.75	\$ 350.00		\$ -		\$ -		\$ -
95	Excavation Below Subgrade (EBS) Backfill (If needed)	TON	140	\$16.00	\$ 2,240.00		\$ -		\$ -		\$ -
96	Crushed Aggregate Base Course (If needed)	TON	100	\$16.00	\$ 1,600.00		\$ -		\$ -		\$ -
97	Allowance for Additional Work (If needed)	L.S.	1	\$25,000.00	\$ 25,000.00		\$ -		\$ -		\$ -
Total All Common to All Project Areas						\$ 43,220.00	\$ 11,200.00		\$ -		\$ 11,200.00
TOTAL BID ITEMS 1-97						\$ 1,048,972.70	\$ 631,215.84		\$ 221,463.82		\$ 852,679.67
ADDITIONAL ITEMS											
	Asphalt Scratch Course on E. Imperial Drive	S.Y.		\$ 66.60	\$ -	415.40	\$ 27,665.64		\$ -	415.40	\$ 27,665.64
					\$ -		\$ -		\$ -		\$ -
TOTAL ADDITIONAL ITEMS						\$ -	\$ 27,665.64		\$ -		\$ 27,665.64
TOTAL ALL ITEMS						\$ 1,048,972.70	\$ 658,881.48		\$ 221,463.82		\$ 880,345.31

TO: Village President & Board of Trustees
From: Tonia Smith, Fiscal Clerk
Date: October 4, 2022
RE: Voucher List

Attached is the voucher list for the
October 10, 2022 Village Board Meeting

October 10, 2022 Checks:	\$ 442,207.22
September Manual Checks:	\$ 23,806.85
Subtotal of Checks:	\$ 466,014.07
September Wires	\$ 326,829.42
September Credit Credit Cards	\$ 25,212.54
Total Amount of all Checks, Wires, and Credit Cards	\$ 818,056.03

VILLAGE OF HARTLAND
VOUCHER LIST- OCTOBER 10, 2022

Account Descr	Search Name	Comments	Amount
EXPENSE Descr			
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	CLAVETTE HOMES	235 FOUR WINDS COURT OCCUPANCY PERMIT REFUND	\$1,500.00
G 101-21515 SALES TAXES PAYABLE	CONNIE CASPER	WHITE CHRISTMAS TRIP WITHDRAW TAX	\$16.92
R 101-46740 RECREATION TRIPS	CONNIE CASPER	WHITE CHRISTMAS TRIP WITHDRAW	\$338.08
G 204-23400 DEPOSITS DUE TO DEL-HART	DELAFIELD-HARTLAND WATER	CONNECTION CHARGES	\$41,363.50
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ESPIRE HOMES	107 SYCAMORE CT OCCUPANCY REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	ESPIRE HOMES	267 FOUR WINDS CT OCCUPANCY REFUND	\$1,500.00
G 101-21550 UNION DUES DEDUCTIONS PAYABLE	HARTLAND PROFESSIONAL POLICE	OCTOBER DUES	\$481.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	HOMES BY CHAPEL HILL	1642 TWISTED OAK CT OCCUPANCY REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	JEFF HORWATH FAMILY BLDRS.	1632 UPLAND CT OCCUPANCY REFUND	\$1,500.00
R 101-46725 PARK RENTALS-TAX EXEMPT	LAKE COUNTRY PLAYHOUSE	NIXON PARK SHELTER REFUND	\$90.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	BG983141-5	\$363.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	BF657001-2	\$187.00
G 101-24240 COURT FINES DUE STATE	LAKE CTRY MUNICIPAL COURT	BF657002-3	\$124.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	NEW HORIZON BUILDERS	316 HEMLOCK CT OCCUPANCY REFUND	\$1,500.00
G 101-23170 PERFORMACE BOND DEPOSITS(OCC)	RED LEAF HOMES	1636 UPLAND CT OCCUPANCY REFUND	\$1,500.00
EXPENSE Descr			\$53,463.50
EXPENSE Descr AMBULANCE			
E 101-52300-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	LIFT SUPPORT	\$52.46
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	EMERGENCY MEDICAL PRODUCTS	VARIOUS MEDICAL SUPPLIES	\$175.35
E 101-52300-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	REPAIR REAREND/ SHOCKS AND SWAY BARS	\$678.31
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	HENRY SCHEIN INC.	CO2 DETECTOR/ BOUGIE TO GO TUBE	\$26.24
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	NOTCH, JACOB	OUTLETS FOR FIREHOUSE	\$318.79
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	SHARP, KAJIL	SWIFFER REFILL	\$12.00
E 101-52300-290 OUTSIDE SERVICES/CONTRACTS	STRYKER SALES CORPORATION	YEARLY MAINTENCE AGREEMENT	\$3,060.00
E 101-52300-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	BW BOOKFEES	\$190.25
EXPENSE Descr AMBULANCE			\$4,513.40
EXPENSE Descr CEMETERY			
E 101-54910-365 BLDGS/GROUNDS MAINT EXPENSE	WISTL SOD FARM INC	12 ROLLS OF SOD	\$37.80
EXPENSE Descr CEMETERY			\$37.80
EXPENSE Descr CRACK SEALING/PATCHING/POTHOLE			
E 401-70235-285 CONSTRUCTION COSTS	PAYNE AND DOLAN INC	CONTRACTOR APPLICATION PAYMENT #2	\$37,996.00
EXPENSE Descr CRACK SEALING/PATCHING/POTHOLE			\$37,996.00
EXPENSE Descr DPW GARAGE HVAC SYSTEM			
E 401-79215-285 CONSTRUCTION COSTS	RZ HEATING AND COOLING	REPLACE GARAGE FURNANCE	\$15,560.00
EXPENSE Descr DPW GARAGE HVAC SYSTEM			\$15,560.00

Account Descr	Search Name	Comments	Amount
EXPENSE Descr DUNDEE LANE			
E 401-70580-285 CONSTRUCTION COSTS	PAYNE AND DOLAN INC	CONTRACTOR APPLICATION PAYMENT #2	\$240.00
EXPENSE Descr DUNDEE LANE			\$240.00
EXPENSE Descr ECONOMIC DEVELOPMENT			
E 804-56700-715 STREETScape PROGRAM	PATIO PETALS	STREET PLANTS	\$428.00
E 804-56700-738 MEMBERSHIPS	WI ECONOMIC DEVELOPMENT CORP	CONNECT COMMUNITIES PARTICIPATION FEE	\$200.00
EXPENSE Descr ECONOMIC DEVELOPMENT			\$628.00
EXPENSE Descr FINANCIAL ADMINISTRATION			
E 101-51500-290 OUTSIDE SERVICES/CONTRACTS	BANYON DATA SYSTEMS INC	POS TAX ENTRY SUPPORT	\$440.00
E 101-51500-530 TAX BILLING/TAX ROLL	THE MASTERS TOUCH LLC	TAX BILL MAILING	\$1,763.55
EXPENSE Descr FINANCIAL ADMINISTRATION			\$2,203.55
EXPENSE Descr FIRE PROTECTION			
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$118.94
E 101-52200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$174.98
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	NOTCH, JACOB	OUTLETS FOR FIREHOUSE	\$318.79
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	OFFICE PRO INC	LABELS/ CORRECTION TAPE/ PAPER/ STAPLE	\$135.02
E 101-52200-300 OPERATING SUPPLIES/EXPENSES	WAUKESHA CTY EMERGENCY MAN	ID CARD	\$2.05
EXPENSE Descr FIRE PROTECTION			\$749.78
EXPENSE Descr GENERAL ADMINISTRATION			
E 101-51400-300 OPERATING SUPPLIES/EXPENSES	KIWANIS OF GREATER HARTLAND	ANNUAL DUES DARLENE IGL	\$200.00
E 101-51400-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICES	\$54.59
EXPENSE Descr GENERAL ADMINISTRATION			\$254.59
EXPENSE Descr IMPACT FEE EXPENSES			
E 206-59000-960 USE OF PARK IMPACT FEES	JD ELECTRIC, INC.	PAYMENT FOR PARK BOLLARDS	\$11,045.50
EXPENSE Descr IMPACT FEE EXPENSES			\$11,045.50
EXPENSE Descr IMPERIAL CT			
E 401-70270-285 CONSTRUCTION COSTS	PAYNE AND DOLAN INC	CONTRACTOR APPLICATION PAYMENT #2	\$80,842.59
EXPENSE Descr IMPERIAL CT			\$80,842.59
EXPENSE Descr LAW ENFORCEMENT			
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	BATTERY PRODUCTS INC	COMPUTER BATTERIES	\$68.80
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	CWS BLAUER SUPER SHIRT WITH EMBROIDERY	\$87.13
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	GALL S, INC.	CARGO POCKET PANT	\$277.19
E 101-52100-360 VEHICLE MAINT/EXPENSE	HARTLAND SERVICE INC	SQ#2 TIRE SERVICE	\$47.15
E 101-52100-290 OUTSIDE SERVICES/CONTRACTS	PROSHRED SECURITY	SHREDDING SERVICES	\$79.63
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	MAD HOLDER CREDIT MEMO	-\$34.99
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	BLUE TRAINING GUNS	\$242.46

Account Descr	Search Name	Comments	Amount
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	PISTOL POUCH	\$55.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	STREICHER S	FEMALE TIE BARS	\$65.00
E 101-52100-300 OPERATING SUPPLIES/EXPENSES	WCTC(BILLING)	LEGAL UPDATE	\$33.19
EXPENSE Descr LAW ENFORCEMENT			<u>\$920.56</u>
EXPENSE Descr LIBRARY			
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	BANNON, SUE	REIMBURSEMENT FOR SUMMER MAKE AND TAKE PURC	\$449.00
E 101-55110-255 BLDGS/GROUNDS	BIEBELS TRUE VALUE	PUTTY KNIFE/ PUTTY	\$20.56
E 101-55110-300 OPERATING SUPPLIES/EXPENSES	DELL TECHNOLOGIES	REFERENCE DESK REPLACEMENT COMPUTER	\$761.08
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	BOOKS	\$79.99
E 101-55110-310 BOOKS & MATERIALS	FINDAWAY	BOOKS	\$89.99
E 101-55110-310 BOOKS & MATERIALS	GALE/CENGAGE LEARNING	BOOKS	\$212.31
E 101-55110-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$345.13
E 101-55110-310 BOOKS & MATERIALS	MIDWEST TAPE	DVD	\$21.99
E 101-55110-310 BOOKS & MATERIALS	MIDWEST TAPE	DVD	\$26.24
E 101-55110-310 BOOKS & MATERIALS	MIDWEST TAPE	DVD	\$24.99
E 101-55110-290 OUTSIDE SERVICES/CONTRACTS	RICOH AMERICAS CORP	COPIER SERVICES	\$73.17
EXPENSE Descr LIBRARY			<u>\$2,104.45</u>
EXPENSE Descr MUNICIPAL BUILDING			
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	MAT SERVICES	\$223.23
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	ALSCO	MAT SERVICES	\$223.23
E 101-51600-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$458.76
E 101-51600-290 OUTSIDE SERVICES/CONTRACTS	PATIO PETALS	HALL ENTRANCE PLANTERS	\$680.00
EXPENSE Descr MUNICIPAL BUILDING			<u>\$1,585.22</u>
EXPENSE Descr MUNICIPAL PARKING LOT REPAIRS			
E 401-79155-285 CONSTRUCTION COSTS	PAYNE AND DOLAN INC	CONTRACTOR APPLICATION PAYMENT #2	\$102,385.24
EXPENSE Descr MUNICIPAL PARKING LOT REPAIRS			<u>\$102,385.24</u>
EXPENSE Descr PARKS			
E 101-55200-365 BLDGS/GROUNDS MAINT EXPENSE	AYRES ASSOCIATES, INC.	PARK BRIDGE INSPECTIONS	\$4,250.00
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$138.33
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$58.40
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$134.42
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$56.54
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$314.02
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$402.26
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$183.62
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$211.50
E 101-55200-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$447.10
E 101-55200-470 LANDSCAPE PLANTINGS	PATIO PETALS	NIXON PARK PLANTERS	\$428.00
EXPENSE Descr PARKS			<u>\$6,624.19</u>

Account Descr	Search Name	Comments	Amount
EXPENSE Descr PUBLIC WORKS			
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	AYRES ASSOCIATES, INC.	VEHICLE BRIDGE INSPECTIONS	\$3,650.00
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	RUBB SWIV CASTER/ EXTENDER KIT	\$33.14
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	BIEBELS TRUE VALUE	SCREWS	\$22.49
E 101-53000-430 SNOW & ICE REMOVAL	BIGELOW, MICHELLE	DAMAGE TO MAILBOX (REPLACE STALE CHECK 81439)	\$75.00
E 101-53000-345 STAFF EDUCATION/TRAINING	BUCHOLTZ, NICK	MILAGE REIMBURSEMENT	\$97.18
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	LT REB CALP W/ HDWR	\$131.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	LINCLON HOSE	\$89.99
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	RETURN TORQUE SET	-\$255.19
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	OIL FILTER	\$13.22
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CERAMIC PADS	\$79.01
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	RETURN - BRAKE CALIPER	-\$120.00
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	BRAKE KITS/ SHOE AND LINING KIT	\$497.70
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CONNECTOR	\$12.39
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	LT REB CALP W/ HDWR	\$134.89
E 101-53000-360 VEHICLE MAINT/EXPENSE	BUMPER TO BUMPER	CERAMIC PADS	\$82.96
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	NO LEAD REFORM	\$700.67
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	PDF FUEL	\$439.82
E 101-53000-360 VEHICLE MAINT/EXPENSE	EH WOLF	OIL DRUMS	\$2,416.92
E 101-53000-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$326.52
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	KIMBALL MIDWEST	VARIOUS DRILL BITS, SCREWS, FITTINGS, NUTS	\$941.22
E 101-53000-365 BLDGS/GROUNDS MAINT EXPENSE	KIMBALL MIDWEST	RAILS	\$105.20
E 101-53000-410 STREETS GEN MAINT	LANGE ENTERPRISES INC	30X30 NO OUTLET SIGN	\$185.61
E 101-53000-360 VEHICLE MAINT/EXPENSE	MID-STATE EQUIPMENT	HYDRAULIC MOTOR/ SEAL KITS	\$1,953.56
E 101-53000-360 VEHICLE MAINT/EXPENSE	MILLER-BRADFORD RISBERG INC	WHEEL LOADER SERVICE	\$1,969.52
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	OSI ENVIRONMENTAL INC	ANTIFREEZE DISPOSAL DRUM	\$65.00
E 101-53000-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	QIGONG 6 PUNCH CARDS	\$32.00
E 101-53000-420 STORM SEWER	STARK PAVEMENT CORPORATION	3/8' SURFACE ASPHALT PROGRESS	\$377.15
E 101-53000-360 VEHICLE MAINT/EXPENSE	WAUKESHA COUNTY TREASURER	OUTSHOPPED REPAIR	\$707.25
E 101-53000-360 VEHICLE MAINT/EXPENSE	WELDERS SUPPLY CO	HOB QUANTUM ARC/ MIL TIP/ MIL NOZZLE	\$326.63
E 101-53000-360 VEHICLE MAINT/EXPENSE	WELDERS SUPPLY CO	ELECTRODE	\$434.86
EXPENSE Descr PUBLIC WORKS			\$15,526.60
EXPENSE Descr RECREATION PROGRAMS/EVENTS			
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	DUSOLD, CAROL	NIA CLASSES	\$640.00
E 101-55300-220 UTILITY SERVICES	HARTLAND WATER & SEWER	3RD QUARTER WATER BILLING	\$1,354.08
E 101-55300-302 TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	DANCE MIX FOR ADULTS	\$384.00
E 101-55300-302 TO THE POINTE DANCE PROGRAM	HECKEL DANCE LLC	RHYTHMIC DANCE FOR ADULTS	\$460.80
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HOOPER HANDS BASKETBALL AC	BASKET BALL CLASSES	\$573.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HUNT-MATTHES, KATE	REISSUE OF STALE CHECK 81392 FOR REC CLASSES	\$185.60
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	HUNT-MATTHES, KATE	CREATING PEACE IN EVERYDAY LIFE	\$150.40
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	ITS IN EVERY DETAIL	BARRE CLASSES/ FACE YOGA	\$926.40

Account Descr	Search Name	Comments	Amount
E 101-55300-295 TRIPS	MENOMONEE FALLS SCHOOL DISTRIC	ROAD TRIP AMERICA	\$408.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NELSON BRANDON, LISA	EVENING FLOW YOGA	\$280.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	NELSON BRANDON, LISA	ESSENTIAL MORNING YOGA	\$880.00
E 101-55300-300 OPERATING SUPPLIES/EXPENSES	SMITH, TONIA	BUSINESS TRICK OR TREAT CANDY	\$49.31
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SPRECHER, MARIA	QIGONG 10 PUNCH CARDS	\$144.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	SUTTER-BALKE, HANNAH	FITNESS FOR OPTIMAL AGING	\$1,056.00
E 101-55300-290 OUTSIDE SERVICES/CONTRACTS	WEHLAGE, MARY	YOGA REC CLASSES	\$2,812.80
EXPENSE Descr RECREATION PROGRAMS/EVENTS			<u>\$10,304.99</u>
EXPENSE Descr SEWER SERVICE			
E 204-53610-290 OUTSIDE SERVICES/CONTRACTS	AMERICAN BUSINESS TECHNOLOGIES	BILL PROCESSING AND MAILING	\$1,149.49
E 204-53610-385 MAINTENANCE-COLLECT EQP PUMP	BIEBELS TRUE VALUE	TAPE/ NUT SETTER	\$14.54
E 204-53610-270 TREATMENT EXPENSE	DELAFIELD-HARTLAND WATER	TOTAL USER FEES	\$81,307.88
E 204-53610-360 VEHICLE MAINT/EXPENSE	EH WOLF	OIL DRUMS	\$2,416.93
E 204-53610-380 MAINTENANCE-SEWAGE SYSTEM COLL	SHERWIN INDUSTRIES INC.	SEWER RINGS	\$1,725.17
EXPENSE Descr SEWER SERVICE			<u>\$86,614.01</u>
EXPENSE Descr TIF FUND EXPENSES			
E 216-58300-290 OUTSIDE SERVICES/CONTRACTS	REARDON METAL FABRICATING	6' SCH 10 90" LONG BOLLARD	\$1,440.00
EXPENSE Descr TIF FUND EXPENSES			<u>\$1,440.00</u>
EXPENSE Descr WATER UTILITY			
E 620-53700-923 OUTSIDE SERVICES	AMERICAN BUSINESS TECHNOLOGIES	BILL PROCESSING AND MAILING	\$1,149.49
E 620-53700-923 OUTSIDE SERVICES	BADGER METER INC	BEACON METER HOSTING/ ORION CELLULAR SERVICE	\$105.72
E 620-53700-641 TRANS/DISTRIBUTION-SUPPLY/EXP	BUMPER TO BUMPER	TORQUE SET	\$255.19
E 620-53700-641 TRANS/DISTRIBUTION-SUPPLY/EXP	BUMPER TO BUMPER	75 FT LB TORQ STK	\$33.59
E 620-53700-923 OUTSIDE SERVICES	HYDROCORP	SEPTEMBER INSPECTION AND REPORTING	\$934.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	VOLATILE ORGANICS SAMPLE	\$118.25
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	TOTAL BACTI SAMPLE	\$88.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	PHOSPHORUS SAMPLE	\$23.84
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	BACTI SAMPLE	\$66.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	BACTI SAMPLE	\$66.00
E 620-53700-923 OUTSIDE SERVICES	NORTHERN LAKE SERVICE INC	VOLATILE ORGANICS SAMPLE	\$118.25
E 620-53700-408 TAXES/EQUIVALENTS	PUBLIC SERVICE COMMISSION	2021/22 ASSESSMENT OF OPERATING REVENUES	\$1,889.54
E 620-53700-651 MAINTENANCE OF MAINS	STARK PAVEMENT CORPORATION	3/8' SURFACE ASPHALT FOR DUNDEE	\$343.61
E 620-53700-651 MAINTENANCE OF MAINS	STARK PAVEMENT CORPORATION	3/8' SURFACE ASPHALT	\$1,975.77
EXPENSE Descr WATER UTILITY			<u>\$7,167.25</u>
			<u>\$442,207.22</u>

VILLAGE OF HARTLAND
Payments

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Current Period: **SEPTEMBER 2022**

Payment Batch SEP22MC		\$23,806.85			
Refer	11603 <u>DELTA DENTAL PLAN OF WISCON</u>	Ck#	009082	9/26/2022	
Cash Payment	G 101-21535 VISION INSURANCE		OCTOBER VISION		\$202.28
Invoice	1843063		9/25/2022		
Transaction Date	9/27/2022	GF Checking	11100	Total	\$202.28
Refer	11548 <u>WE ENERGIES</u>	Ck#	009079	9/13/2022	
Cash Payment	E 620-53700-622 POWER FOR PUMPING		AUG/SEPT ENERGY SERVICES		\$300.21
Invoice	07043187080000		8/31/2022		
Cash Payment	E 620-53700-625 MAINTENANCE OF PU		AUG/SEPT ENERGY SERVICES		\$20.35
Invoice	07043187080000		8/31/2022		
Cash Payment	E 620-53700-622 POWER FOR PUMPING		AUG/SEPT ENERGY SERVICES		\$26.22
Invoice	07043187080000		9/1/2022		
Cash Payment	E 204-53610-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$12.37
Invoice	07057445820000		9/1/2022		
Cash Payment	G 204-34187 FWW LIFT STATION REPLA		AUG/SEPT ENERGY SERVICES		\$60.58
Invoice	07135265610000		9/2/2022		
Cash Payment	E 101-55200-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$22.06
Invoice	07142211370003		9/2/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$46.72
Invoice	07142211370003		9/7/2022		
Cash Payment	E 101-55110-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$26.59
Invoice	07097754140000		9/7/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$107.96
Invoice	07043187080000		9/6/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$515.84
Invoice	07043187080000		9/6/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$6,879.53
Invoice	07043187080000		9/6/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$102.98
Invoice	07061598240000		9/6/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$382.30
Invoice	07142211370002		9/6/2022		
Transaction Date	9/14/2022	GF Checking	11100	Total	\$8,503.71
Refer	11601 <u>WE ENERGIES</u>	Ck#	009081	9/22/2022	
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$429.46
Invoice	07043187080000		9/13/2022		
Cash Payment	E 101-53000-225 STREET LIGHTING		AUG/SEPT ENERGY SERVICES		\$377.70
Invoice	07142211370002		9/15/2022		
Cash Payment	E 620-53700-622 POWER FOR PUMPING		AUG/SEPT ENERGY SERVICES		\$1,447.29
Invoice	07043187080000		9/19/2022		
Cash Payment	E 101-51600-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$1,654.73
Invoice	07142211370000		9/20/2022		
Cash Payment	E 101-55110-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$2,249.06
Invoice	07142211370003		9/20/2022		
Cash Payment	E 101-52200-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$124.21
Invoice	07091448580000		9/18/2022		
Cash Payment	E 101-55200-220 UTILITY SERVICES		AUG/SEPT ENERGY SERVICES		\$259.26
Invoice	07141924550000		9/16/2022		

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Cash Payment	E 101-53000-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$556.81
Invoice	07142211370000	9/16/2022	
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$38.86
Invoice	07142211370000	9/16/2022	
Cash Payment	E 101-51600-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$85.70
Invoice	07142211370000	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$291.06
Invoice	07142211370000	9/16/2022	
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	AUG/SEPT ENERGY SERVICES	\$10.56
Invoice	07142211370000	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$19.17
Invoice	07142211370000	9/16/2022	
Cash Payment	E 620-53700-822 POWER FOR PUMPING	AUG/SEPT ENERGY SERVICES	\$21.52
Invoice	07142211370000	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$17.62
Invoice	07142211370000	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$154.35
Invoice	07142211370001	9/16/2022	
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG/SEPT ENERGY SERVICES	\$20.94
Invoice	07142211370001	9/16/2022	
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG/SEPT ENERGY SERVICES	\$841.69
Invoice	07142211370001	9/18/2022	
Cash Payment	E 620-53700-625 MAINTENANCE OF PU	AUG/SEPT ENERGY SERVICES	\$26.26
Invoice	07142211370001	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$17.33
Invoice	07142211370001	9/16/2022	
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$126.67
Invoice	07142211370001	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$40.44
Invoice	07142211370001	9/16/2022	
Cash Payment	E 101-53000-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$28.35
Invoice	07142211370001	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$24.40
Invoice	07142211370001	9/16/2022	
Cash Payment	E 101-53000-225 STREET LIGHTING	AUG/SEPT ENERGY SERVICES	\$79.28
Invoice	07142211370001	9/16/2022	
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$23.55
Invoice	07142211370002	9/16/2022	
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$213.67
Invoice	07142211370002	9/16/2022	
Cash Payment	E 620-53700-622 POWER FOR PUMPING	AUG/SEPT ENERGY SERVICES	\$1,856.52
Invoice	07142211370002	9/16/2022	
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$33.79
Invoice	07142211370002	9/16/2022	
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$157.56
Invoice	07142211370002	9/16/2022	
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES	\$35.06
Invoice	07142211370002	9/16/2022	
Cash Payment	E 101-53000-225 STREET LIGHTING	AUG/SEPT ENERGY SERVICES	\$407.39
Invoice	07142211370002	9/18/2022	

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Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES		\$29.76
Invoice	07142211370002	9/16/2022		
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES		\$21.95
Invoice	07142211370003	9/16/2022		
Cash Payment	E 204-53610-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES		\$58.78
Invoice	07142211370003	9/16/2022		
Cash Payment	E 620-53700-620 PUMPING EXPENSES -	AUG/SEPT ENERGY SERVICES		\$1,593.26
Invoice	07142211370003	9/16/2022		
Cash Payment	E 620-53700-822 POWER FOR PUMPING	AUG/SEPT ENERGY SERVICES		\$355.79
Invoice	07142211370003	9/16/2022		
Cash Payment	E 620-53700-825 MAINTENANCE OF PU	AUG/SEPT ENERGY SERVICES		\$10.56
Invoice	07142211370003	9/16/2022		
Cash Payment	E 101-52200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES		\$724.94
Invoice	07182512440000	9/16/2022		
Cash Payment	E 101-55200-220 UTILITY SERVICES	AUG/SEPT ENERGY SERVICES		\$10.56
Invoice	07182512440000	9/16/2022		
Transaction Date	9/23/2022	GF Checking	11100	Total \$14,475.86
Refer	11602 <i>WI DNR</i>	Ck# 009083	9/27/2022	
Cash Payment	E 620-53700-826 EMPLOYEE PENSIONS	NB CERTIFICATION		\$50.00
Invoice	HARTLAND	9/27/2022		
Transaction Date	9/27/2022	GF Checking	11100	Total \$50.00
Refer	11650 <i>WI DNR</i>	Ck# 009084	9/30/2022	
Cash Payment	E 204-53610-290 OUTSIDE SERVICES/C	LJ DNR CERTIFICATION		\$25.00
Invoice	HARTLAND	9/28/2022		
Cash Payment	E 204-53610-290 OUTSIDE SERVICES/C	JS DNR CERTIFICATION		\$50.00
Invoice	HARTLAND	9/28/2022		
Transaction Date	10/3/2022	GF Checking	11100	Total \$75.00
Refer	11547 <i>WI RURAL WATER ASSOC (WRWA)</i>	Ck# 009080	9/13/2022	
Cash Payment	E 620-53700-926 EMPLOYEE PENSIONS	WATER EXAM REVIEW NB		\$100.00
Invoice	HARTLAND	9/13/2022		
Cash Payment	E 620-53700-926 EMPLOYEE PENSIONS	WATER TRAINING CLASSES NB		\$400.00
Invoice	HARTLAND	9/13/2022		
Transaction Date	9/14/2022	GF Checking	11100	Total \$500.00

Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$16,047.35
204 SEWER		\$678.33
620 WATER FUND		\$7,081.17
		<u>\$23,806.85</u>

Pre-Written Checks	\$23,806.85
Checks to be Generated by the Computer	\$0.00
Total	\$23,806.85

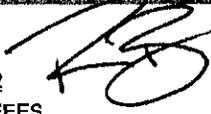
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Payments Batch SEPT22WIRE		\$326,829.42			
Refer	11653 BANK FIVE NINE	Ck#	2022586E 9/30/2022		
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	MONTHLY BANKING FEES			\$60.00
Invoice					
Transaction Date	9/30/2022	GF Checking	11100	Total	\$60.00
Refer	11654 AFLAC	Ck#	2022587E 9/16/2022		
Cash Payment	G 101-21592 AFLAC INS PAYABLE	MONTHLY EMPLOYEE AFLAC PREMIUMS			\$195.82
Invoice					
Transaction Date	9/30/2022	GF Checking	11100	Total	\$195.82
Refer	11655 WI RETIREMENT SYSTEM	Ck#	2022588E 9/30/2022		
Cash Payment	E 101-55300-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$349.82
Invoice					
Cash Payment	E 101-51400-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$408.17
Invoice					
Cash Payment	E 101-51500-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$400.78
Invoice					
Cash Payment	E 101-51600-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$65.56
Invoice					
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$15,677.89
Invoice					
Cash Payment	E 101-52100-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$437.42
Invoice					
Cash Payment	E 101-52200-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$110.06
Invoice					
Cash Payment	E 101-52200-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$446.47
Invoice					
Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$110.06
Invoice					
Cash Payment	E 101-52300-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$2,298.36
Invoice					
Cash Payment	E 101-53000-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$2,732.72
Invoice					
Cash Payment	E 101-55110-140 RETIREMENT BENEFIT	MONTHLY WRS PREMIUMS			\$1,548.13
Invoice					
Cash Payment	E 620-53700-926 EMPLOYEE PENSIONS	MONTHLY WRS PREMIUMS			\$2,058.02
Invoice					
Cash Payment	E 204-53610-110 SALARIES	MONTHLY WRS PREMIUMS			\$668.29
Invoice					
Cash Payment	E 204-53610-110 SALARIES	MONTHLY WRS PREMIUMS			\$313.26
Invoice					
Cash Payment	E 204-53610-390 BILLING/COLLECTION/	MONTHLY WRS PREMIUMS			\$453.50
Invoice					
Cash Payment	G 101-21520 RETIREMENT DEDUCTION	MONTHLY WRS PREMIUMS			\$9,655.59
Invoice					
Cash Payment	G 101-21520 RETIREMENT DEDUCTION	MONTHLY WRS PREMIUMS			\$9,945.81
Invoice					
Transaction Date	9/30/2022	GF Checking	11100	Total	\$47,679.71
Refer	11656 EMPLOYEE TRUST FUNDS	Ck#	2022589E 9/26/2022		

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Cash Payment Invoice	E 101-51500-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$4,144.27
Cash Payment Invoice	E 101-55300-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$701.07
Cash Payment Invoice	E 101-52100-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$25,185.08
Cash Payment Invoice	E 101-53000-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$16,577.08
Cash Payment Invoice	E 101-55110-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$5,546.41
Cash Payment Invoice	E 101-52200-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$3,793.73
Cash Payment Invoice	E 101-52300-150 HEALTH/DENTAL/LIFE	OCTOBER HEALTH INSURANCE PREMIUMS		\$3,793.74
Cash Payment Invoice	G 101-21530 INSURANCE DEDUCTIONS	OCTOBER HEALTH INSURANCE PREMIUMS		\$7,372.68
Cash Payment Invoice	G 101-34140 UNFUNDED EMPLOYEE BE	OCTOBER HEALTH INSURANCE PREMIUMS		\$3,479.36
Transaction Date	9/30/2022	GF Checking	11100	Total \$70,593.42
Refer	11657 WI SUPPORT COLLECTIONS TRUS Ck# 2022590E 9/30/2022			
Cash Payment Invoice	G 101-21580 GARNISHMENT DEDUCTIO	MONTHLY EMPLOYEE WAGE GARNISHMENTS		\$2,126.37
Transaction Date	9/30/2022	GF Checking	11100	Total \$2,126.37
Refer	11658 WI DEFERRED COMPENSATION P Ck# 2022591E 9/30/2022			
Cash Payment Invoice	G 101-21570 DEFERRED COMP DEDUCT	MONTHLY EMPLOYEE DEFERRED COMP CONTRIBUTIONS		\$26,423.55
Transaction Date	9/30/2022	GF Checking	11100	Total \$26,423.55
Refer	11659 BOND TRUST SERVICES CORP Ck# 2022592E 9/30/2022			
Cash Payment Invoice	E 301-58000-610 PRINCIPAL REDEMP TI	2015 GO PRINCIPAL AND INTEREST DEBT PAYMENT		\$85,000.00
Cash Payment Invoice	E 301-58000-615 DEBT SERVICE - INTER	2015 GO PRINCIPAL AND INTEREST DEBT PAYMENT		\$31,050.00
Cash Payment Invoice	E 620-53700-610 PRINCIPAL REDEMP TI	2015 GO PRINCIPAL AND INTEREST DEBT PAYMENT		\$60,000.00
Cash Payment Invoice	E 620-53700-427 INTEREST ON LONG T	2015 GO PRINCIPAL AND INTEREST DEBT PAYMENT		\$3,600.00
Transaction Date	9/30/2022	GF Checking	11100	Total \$179,650.00
Refer	11660 PAYMENT SERVICE NETWORK Ck# 2022593E 9/2/2022			
Cash Payment Invoice	E 620-53700-923 OUTSIDE SERVICES	MONTHLY CREDIT CARD PROCESSING FEE		\$50.28
Cash Payment Invoice	E 204-53610-290 OUTSIDE SERVICES/C	MONTHLY CREDIT CARD PROCESSING FEE		\$50.27
Transaction Date	9/30/2022	GF Checking	11100	Total \$100.55

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Fund Summary

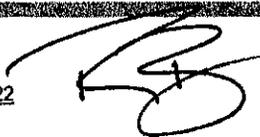
	11100 GF Checking	
101 GENERAL FUND		\$143,585.80
204 SEWER		\$1,485.32
301 DEBT SERVICE FUND		\$116,050.00
820 WATER FUND		\$65,708.30
		<hr/>
		\$326,829.42

Pre-Written Checks	\$326,829.42
Checks to be Generated by the Computer	\$0.00
Total	<hr/>
	\$326,829.42

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Payments Batch SEPT22CC		\$25,212.54	
Refer	0 AMAZON	Ck# 2022556E 9/25/2022	
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$9.74
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$1.80
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$3.00
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$3.10
Invoice			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	spice club	\$16.88
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$38.95
Invoice			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	BAND AIDS AND DISINFECTING WIPES	\$21.31
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$54.97
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cds	\$8.22
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$18.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$57.46
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cds	\$11.19
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$18.19
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$34.97
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$13.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$12.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	cds	\$12.79
Invoice			
Cash Payment	E 101-53000-365 BLDGS/GROUNDS MAI	Lock Box	\$38.86
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$27.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	craft bag supplies	\$11.93
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$22.96
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$14.99
Invoice			
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	dvds	\$11.99
Invoice			

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Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	cds	\$40.75
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$14.96
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$24.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$24.98
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$19.59
Cash Payment Invoice	E 101-55110-325 PERIODICALS	magazine	\$19.99
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$49.92
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	fic books	\$29.28
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$12.96
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$155.73
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	swiffer	\$13.37
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIES	TAB DIVIDERS	\$14.76
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvd refund	-\$7.98
Cash Payment Invoice	E 101-55200-365 BLDGS/GROUNDS MAI	2 Waders	\$277.79
Cash Payment Invoice	E 620-53700-684 TOOLS/SHOP/GARAGE	1/2 inch Impact	\$468.00
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES	Plastic Forks (200 ct)	\$23.78
Cash Payment Invoice	E 101-55110-310 BOOKS & MATERIALS	dvds	\$108.81
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	memory cafe supplies	\$40.94
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	guitar picks	\$11.06
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES	PAPER TOWELS FOR LIVE SCAN FINGERPRINTING MACHINE	\$31.00
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES	D Cell Batteries (24 ct)	\$56.36
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	spice clubs	\$34.98
Cash Payment Invoice	E 101-55110-300 OPERATING SUPPLIES	tuner	\$14.13
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIES	RECEIVED STAMP	\$21.95

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Cash Payment	E 101-55110-300 OPERATING SUPPLIES	supplies			\$65.26
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	PLASTIC KNIVES AND STICKY NOTES			\$55.45
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	PLASTIC SPOONS, 100 CT			\$31.80
Invoice					
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	EMPLOYEE FILE JACKETS			\$24.37
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Cotton Swabs for Evidence Collection			\$16.95
Invoice					
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	PAYMENT APPROVAL STAMP			\$21.95
Invoice					
Cash Payment	E 101-51600-355 JANITORIAL SUPPLIES	rec center floor cleaner			\$61.94
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DVD Storage Boxes - 2 Pack			\$23.99
Invoice					
Cash Payment	E 101-53000-350 EQUIPMENT PURCHAS	Lifting Strap			\$30.47
Invoice					
Cash Payment	E 101-53000-360 VEHICLE MAINT/EXPEN	Lifting Strap			\$36.99
Invoice					
Cash Payment	E 101-53000-365 BLDGS/GROUNDS MAI	Bee Spray / Spotlight			\$116.42
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$2,419.47
Refer	0 ARLO TECHNOLOGIES	Ck# 2022574E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Arlo Security Camera Monthly Service Fee			\$2.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$2.99
Refer	0 AT&T	Ck# 2022538E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	ATT PD INTERNET			\$86.10
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	ATT PHONE SERVICE			\$20.27
Invoice					
Cash Payment	E 101-52400-300 OPERATING SUPPLIES	ATT PHONE SERVICE			\$20.27
Invoice					
Cash Payment	E 101-51500-300 OPERATING SUPPLIES	ATT PHONE SERVICE			\$20.27
Invoice					
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	ATT PHONE SERVICE			\$20.27
Invoice					
Cash Payment	E 101-52200-220 UTILITY SERVICES	ATT PHONE SERVICE			\$20.27
Invoice					
Cash Payment	E 101-55110-220 UTILITY SERVICES	ATT PHONE SERVICE			\$20.26
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	ATT PHONE SERVICE			\$20.26
Invoice					
Cash Payment	E 101-53000-220 UTILITY SERVICES	ATT PHONE SERVICE			\$20.26
Invoice					
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	ATT PHONE SERVICE			\$20.26
Invoice					

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Cash Payment	E 204-53610-290 OUTSIDE SERVICES/C	ATT PHONE SERVICE			\$20.26
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$288.75
Refer	0 BAKER & TAYLOR CREDIT CARD	Ck# 2022559E	9/25/2022		
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$663.62
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$449.10
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$447.88
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$1,114.53
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$544.84
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$204.51
Invoice					
Cash Payment	E 101-55110-310 BOOKS & MATERIALS	BOOKS			\$18.35
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$3,442.83
Refer	0 BIEBELS TRUE VALUE	Ck# 2022539E	9/25/2022		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Keys for water boxes at 520 and 530 Windstoine			\$1.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$1.99
Refer	0 BIRCH & BANYAN COFFEE LLC	Ck# 2022556E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Adult Halloween Program Prizes			\$10.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$10.00
Refer	0 BUMPER TO BUMPER	Ck# 2022557E	9/25/2022		
Cash Payment	E 101-52200-360 VEHICLE MAINT/EXPEN	Spark plug for fan			\$2.96
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$2.96
Refer	0 BURGHARDT SPORTING GOODS	Ck# 2022550E	9/25/2022		
Cash Payment	E 101-55300-304 TBALL	TBALL SUPPLIES			\$5,966.25
Invoice					
Cash Payment	E 101-55300-304 TBALL	Tball supplies			\$678.74
Invoice					
Cash Payment	E 101-55300-304 TBALL	Tball supplies			\$4,008.25
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$10,653.24
Refer	0 CANVA	Ck# 2022576E	9/25/2022		
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	program to make flyers			\$119.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$119.99
Refer	0 CHULA VISTA RESORT	Ck# 2022546E	9/25/2022		
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	WMCA Conference			\$98.00
Invoice					

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Transaction Date	9/25/2022	GF Checking	11100	Total	\$98.00
Refer	0 COMEDY SPORTZ	Ck# 2022573E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Rest of Payment for August Program			\$662.40
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$662.40
Refer	0 COUSINS SUBS	Ck# 2022549E	9/25/2022		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	Refund of election food items			-\$26.20
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	-\$26.20
Refer	0 CREOLE CAFÉ & CATERING LLC	Ck# 2022537E	9/25/2022		
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Food for Board Member Training			\$228.45
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$228.45
Refer	0 CURRAN ENGINEERING	Ck# 2022577E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	hanicap button			\$32.48
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$32.48
Refer	0 DOG WASTE DEPOT	Ck# 2022566E	9/25/2022		
Cash Payment	E 101-55200-370 ATHLETIC FACILITY MA	Dog Waste Bags			\$731.94
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$731.94
Refer	0 DOMINOS PIZZA	Ck# 2022553E	9/25/2022		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Lunch for LCFR lunch and learn			\$57.45
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$57.45
Refer	0 DUNKIN DONUTS	Ck# 2022578E	9/25/2022		
Cash Payment	E 101-55300-303 SUMMER REC EXPENS	Summer Camp Supplies			\$8.35
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$8.35
Refer	0 ELECTIONSOURCE	Ck# 2022555E	9/25/2022		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	Election supplies			\$49.06
Invoice					
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	Election supplies			\$42.06
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$91.12
Refer	0 ENDTERS SPORTS GRILL	Ck# 2022551E	9/25/2022		
Cash Payment	E 101-51440-300 OPERATING SUPPLIES	Election Food			\$82.85
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$82.85
Refer	0 FLOWER GARDEN	Ck# 2022544E	9/25/2022		
Cash Payment	E 101-51100-300 OPERATING SUPPLIES	Flowers for Lynn Minturn			\$85.99
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Meyers basket at VB table			\$88.19
Invoice					

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Cash Payment	E 101-51100-300 OPERATING SUPPLIES	Flowers for Meyers Funeral			\$208.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$383.17
Refer	0 FOX BROS PIGGLY WIGGLY	Ck# 2022540E	9/25/2022		
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	Bingo Prizes			\$39.67
Invoice					
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Food for Board Member Training			\$25.96
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$65.63
Refer	0 HOMEGOODS	Ck# 2022579E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Adult Halloween Program Prizes			\$7.34
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$7.34
Refer	0 HYATT REGENCY GREEN BAY	Ck# 2022567E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Misko Chiefs Conference Hotel			\$288.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$288.00
Refer	0 J.G. UNIFORMS INC	Ck# 2022554E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	RJC UNIFORM ALLOWANCE			\$214.25
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$214.25
Refer	0 JOURNAL SENTINEL INC	Ck# 2022548E	9/25/2022		
Cash Payment	E 101-55110-325 PERIODICALS	newspaper			\$44.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$44.00
Refer	0 NETFLIX	Ck# 2022572E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Roku Streaming Service			\$20.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$20.99
Refer	0 OFFICEMAX	Ck# 2022541E	9/25/2022		
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	RUBBERBANDS			\$1.73
Invoice					
Cash Payment	E 101-53000-300 OPERATING SUPPLIES	CALENDAR FOR DPW			\$5.27
Invoice					
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	COPY PAPER			\$71.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$78.99
Refer	0 OUTPOST	Ck# 2022580E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	VEGAN CAKE FOR LT SOBONIAK'S SWEARING IN			\$56.99
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$56.99
Refer	0 PAYPRO	Ck# 2022568E	9/25/2022		
Cash Payment	E 101-55110-290 OUTSIDE SERVICES/C	deep freeze			\$145.53
Invoice					

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Transaction Date	9/25/2022	GF Checking	11100	Total	\$145.53
Refer	0 PEAVEY CORP	Ck# 2022581E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	DNA COLLECTION BOXES AND STERILE WATER			\$117.67
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$117.67
Refer	0 PICK N SAVE	Ck# 2022563E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Non Moldy Cheese For Tuesday Tastes			\$17.36
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Tuesday Tastes Food			\$75.29
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Cheese was moldy and this is the refund.			-\$20.98
Invoice					
Cash Payment	E 101-55300-303 SUMMER REC EXPENS	Summer Camp Supplies			\$5.98
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$77.65
Refer	0 PINK MOCHA COFFEE	Ck# 2022564E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Adult Halloween Program Prizes			\$10.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$10.00
Refer	0 SAFELITE AUTOGLASS	Ck# 2022582E	9/25/2022		
Cash Payment	E 101-52200-360 VEHICLE MAINT/EXPEN	Windshield for Escape 2013			\$459.27
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$459.27
Refer	0 SPIRIT HALLOWEEN	Ck# 2022565E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Adult Halloween Program Prizes			\$62.97
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$62.97
Refer	0 STO-COTE PRODUCTS	Ck# 2022575E	9/25/2022		
Cash Payment	G 101-31680 ICE RINK	Ice Rink Liner Tax Credit			-\$34.07
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	-\$34.07
Refer	0 SUBWAY	Ck# 2022584E	9/25/2022		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Lunch for fire prevention meeting			\$66.97
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$66.97
Refer	0 TARGET	Ck# 2022562E	9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	Adult Halloween Program Prizes			\$54.35
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$54.35
Refer	0 THE BLUE CELL	Ck# 2022583E	9/25/2022		
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	BDD ICS 300 ONLINE TRAINING			\$250.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$250.00
Refer	0 TIME WARNER CABLE CREDIT CA	Ck# 2022560E	9/25/2022		

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Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE	\$33.46
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATER	SPECTRUM ENTERPRISE VOICE	\$33.46
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	SPECTRUM ENTERPRISE VOICE	\$33.47
Cash Payment Invoice	E 101-52200-300 OPERATING SUPPLIES	SPECTRUM FIBER FD	\$379.00
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	DPW FIBER	\$130.49
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATER	DPW FIBER	\$130.48
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	DPW FIBER	\$130.49
Cash Payment Invoice	E 101-52200-220 UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE	\$103.59
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 101-52400-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATER	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 204-53610-385 MAINTENANCE-COLLE	SPECTRUM ENTERPRISE INTERNET	\$66.25
Cash Payment Invoice	E 101-55370-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE INTERNET	\$30.00
Cash Payment Invoice	E 101-51400-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE VOICE	\$42.50
Cash Payment Invoice	E 101-52400-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE VOICE	\$42.50
Cash Payment Invoice	E 101-51500-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE VOICE	\$42.49
Cash Payment Invoice	E 101-55300-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE VOICE	\$42.49
Cash Payment Invoice	E 101-55110-220 UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE	\$42.49
Cash Payment Invoice	E 101-52100-300 OPERATING SUPPLIES	SPECTRUM ENTERPRISE VOICE	\$42.49
Cash Payment Invoice	E 101-53000-220 UTILITY SERVICES	SPECTRUM ENTERPRISE VOICE	\$42.49
Cash Payment Invoice	E 620-53700-605 MAINTENANCE-WATER	SPECTRUM ENTERPRISE VOICE	\$42.49

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Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	SPECTRUM ENTERPRISE VOICE			\$42.49
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$1,916.87
Refer	0 U.S. CELLULAR	<u>Ck# 2022543E 9/25/2022</u>			
Cash Payment	E 101-55300-300 OPERATING SUPPLIES	US CELLULAR PHONE SERVICES			\$24.83
Invoice					
Cash Payment	E 101-62200-220 UTILITY SERVICES	US CELLULAR PHONE SERVICES			\$57.91
Invoice					
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	US CELLULAR PHONE SERVICES			\$57.91
Invoice					
Cash Payment	E 101-53000-220 UTILITY SERVICES	US CELLULAR PHONE SERVICES			\$90.98
Invoice					
Cash Payment	E 620-53700-605 MAINTENANCE-WATER	US CELLULAR PHONE SERVICES			\$90.98
Invoice					
Cash Payment	E 204-53610-385 MAINTENANCE-COLLE	US CELLULAR PHONE SERVICES			\$90.98
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$413.59
Refer	0 UNITED STATES POSTAL SERVIC	<u>Ck# 2022545E 9/25/2022</u>			
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	ILL Shipping			\$3.32
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$3.32
Refer	0 UWCC REGISTRATIONS	<u>Ck# 2022585E 9/25/2022</u>			
Cash Payment	E 101-53000-345 STAFF EDUCATION/TR	Tom J Training Leadership			\$150.00
Invoice					
Cash Payment	E 101-53000-345 STAFF EDUCATION/TR	Leo J Leadership Training			\$150.00
Invoice					
Cash Payment	E 101-53000-345 STAFF EDUCATION/TR	Tom J Training			\$150.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$450.00
Refer	0 VERIZON WIRELESS	<u>Ck# 2022542E 9/25/2022</u>			
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	VERIZON MODEM AND PHONE			\$278.07
Invoice					
Cash Payment	E 620-53700-923 OUTSIDE SERVICES	VERIZON MODEM AND PHONE			\$12.00
Invoice					
Cash Payment	E 204-53610-290 OUTSIDE SERVICES/C	VERIZON MODEM AND PHONE			\$36.01
Invoice					
Cash Payment	E 101-62200-300 OPERATING SUPPLIES	VERIZON MODEM AND PHONE			\$12.01
Invoice					
Cash Payment	E 101-52100-290 OUTSIDE SERVICES/C	VERIZON PHONE			\$249.39
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$587.48
Refer	0 WALGREENS	<u>Ck# 2022552E 9/25/2022</u>			
Cash Payment	E 101-51400-300 OPERATING SUPPLIES	Meyers photo and frame			\$14.68
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Sympathy card for Mike Meyers family			\$5.24
Invoice					
Cash Payment	E 101-52100-300 OPERATING SUPPLIES	Water for PD purposes			\$3.99
Invoice					

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Payments

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Transaction Date	9/25/2022	GF Checking	11100	Total	\$23.91
Refer	0 WALMART		Ck# 2022561E 9/25/2022		
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	memory cafe food			\$34.28
Invoice					
Cash Payment	E 101-55110-300 OPERATING SUPPLIES	memory cafe food			\$5.32
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$39.60
Refer	0 WATER - COFFEE DELIVERY		Ck# 2022570E 9/25/2022		
Cash Payment	E 101-52300-300 OPERATING SUPPLIES	Water delivery for station			\$119.80
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$119.80
Refer	0 WI LIBRARY ASSOC		Ck# 2022547E 9/25/2022		
Cash Payment	E 101-55110-345 STAFF EDUCATION/TR	WLA Membership			\$138.47
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$138.47
Refer	0 WISCONSIN FIRE CHIEFS		Ck# 2022571E 9/25/2022		
Cash Payment	E 101-52200-300 OPERATING SUPPLIES	Chiefs education conference			\$225.00
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$225.00
Refer	0 ZOOM		Ck# 2022569E 9/25/2022		
Cash Payment	E 101-51400-395 COMMUNITY RELATIO	Monthly Zoom Account			\$15.74
Invoice					
Transaction Date	9/25/2022	GF Checking	11100	Total	\$15.74

Fund Summary

	11100 GF Checking	
101 GENERAL FUND		\$23,928.67
204 SEWER		\$419.95
620 WATER FUND		\$863.92
		\$25,212.54

Pre-Written Checks	\$25,212.54
Checks to be Generated by the Computer	\$0.00
Total	\$25,212.54

VILLAGE OF HARTLAND
LICENSES AND PERMITS
October 10, 2022

Bartender (Operator's) Licenses

Rebecca J. Fuchs
Sanders Faught

The applicants have successfully completed the Responsible Beverage Servers Course. The Chief of Police has reviewed the applications and approves them after deeming the request to be in compliance with Wis. Stats. § 125.04(5).



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

To: Village Board	Date: 10/03/2022
Submitted By: Chief Torin J. Misko	
Subject: Operator License for Sanders Faught	

Details: On 05/09/2022 I submitted the memo below to the Village Board requesting the denial of Sanders Faught's Operator License Application. Faught was cited by the Village of Pewaukee Police Department for Possession of Intoxicating Beverage by an Underage Person on 08/13/2021 and was convicted on 10/20/2021. The date of this violation would be approximately 14 months ago while the date of conviction would be just short of 12 months. I wanted the Village Board to have this information in order to make a proper decision on whether or not to grant Faught's Operator License. It should be noted that Faught indicated that he had an underage drinking violation in Pewaukee in 2020 which is inaccurate since it occurred in 2021. Faught has not had any negative police contacts documented since his initial application in May of 2022.

"I am recommending denial of Sanders Faught's Operator License application due to an alcohol related conviction within the past twelve months. The Village of Hartland Operator License Application contains the following notice.

"If you have had a conviction for any alcohol related offense within the past 12 months, you should know that the Village Board policy has been to deny the application for an Operator's License until at least a 12 month period of time has elapsed since the conviction date of the offense."

Faught was issued a citation by the Village of Pewaukee Police Department for Possession of Intoxicating Beverage by an Underage Person (WI SS 125.07(4)(b)) on August 13, 2021. Faught was found guilty on October 20, 2021. Faught disclosed the underage drinking violation in his application as occurring sometime in 2020, which does not appear to be accurate. This would be considered an alcohol related offense within the past twelve months therefore I am recommending that Faught's application be denied in accordance to the Village Board's written policy."

Financial Remarks: None

Options & Alternatives:

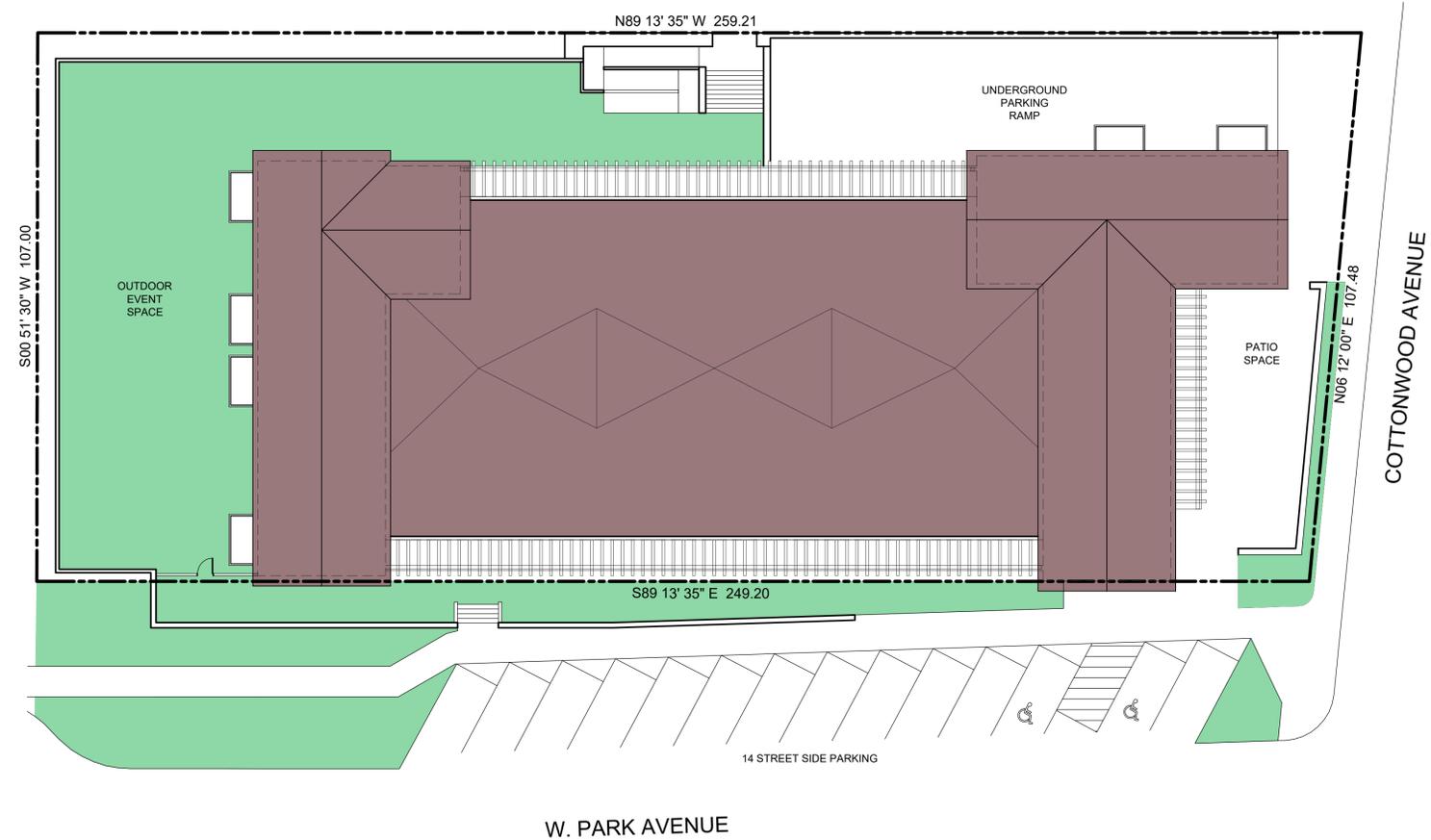
1. Approve the Operator License for Faught since his alcohol related offense was fourteen months ago and he was convicted just short of twelve months ago.
2. Deny the Operator License for Faught due to his conviction of an alcohol related offense just within the past twelve months.

Executive Recommendation: Approve Sanders Faught's Operator License.

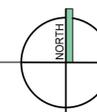


SHEET INDEX

- A-100 ARCHITECTURAL SITE PLAN
- A-101 PARKING GARAGE PLAN
- A-102 1st FLOOR PLAN
- A-103 2nd FLOOR PLAN
- A-104 3rd FLOOR PLAN
- A-105 4th FLOOR PLAN
- A-106 ROOF PLAN
- A-201 EXTERIOR ELEVATIONS
- A-202 EXTERIOR ELEVATIONS



ARCHITECTURAL SITE PLAN



1/16" = 1'-0"

PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

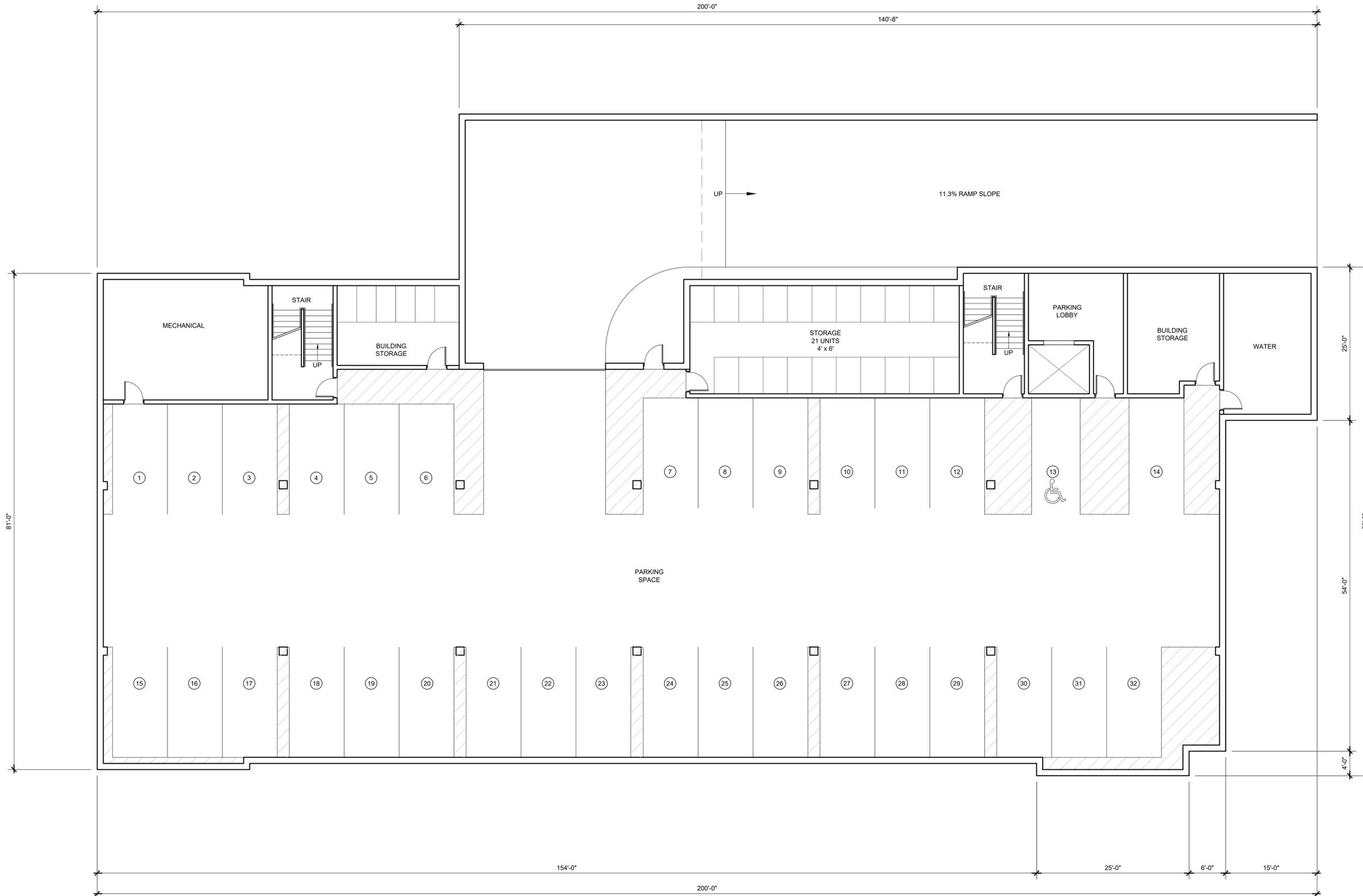
Revision:

Project Number:
22022

Sheet Title:
ARCHITECTURAL SITE
PLAN

Sheet Number:

A-100



PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

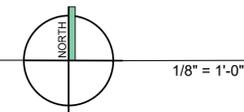
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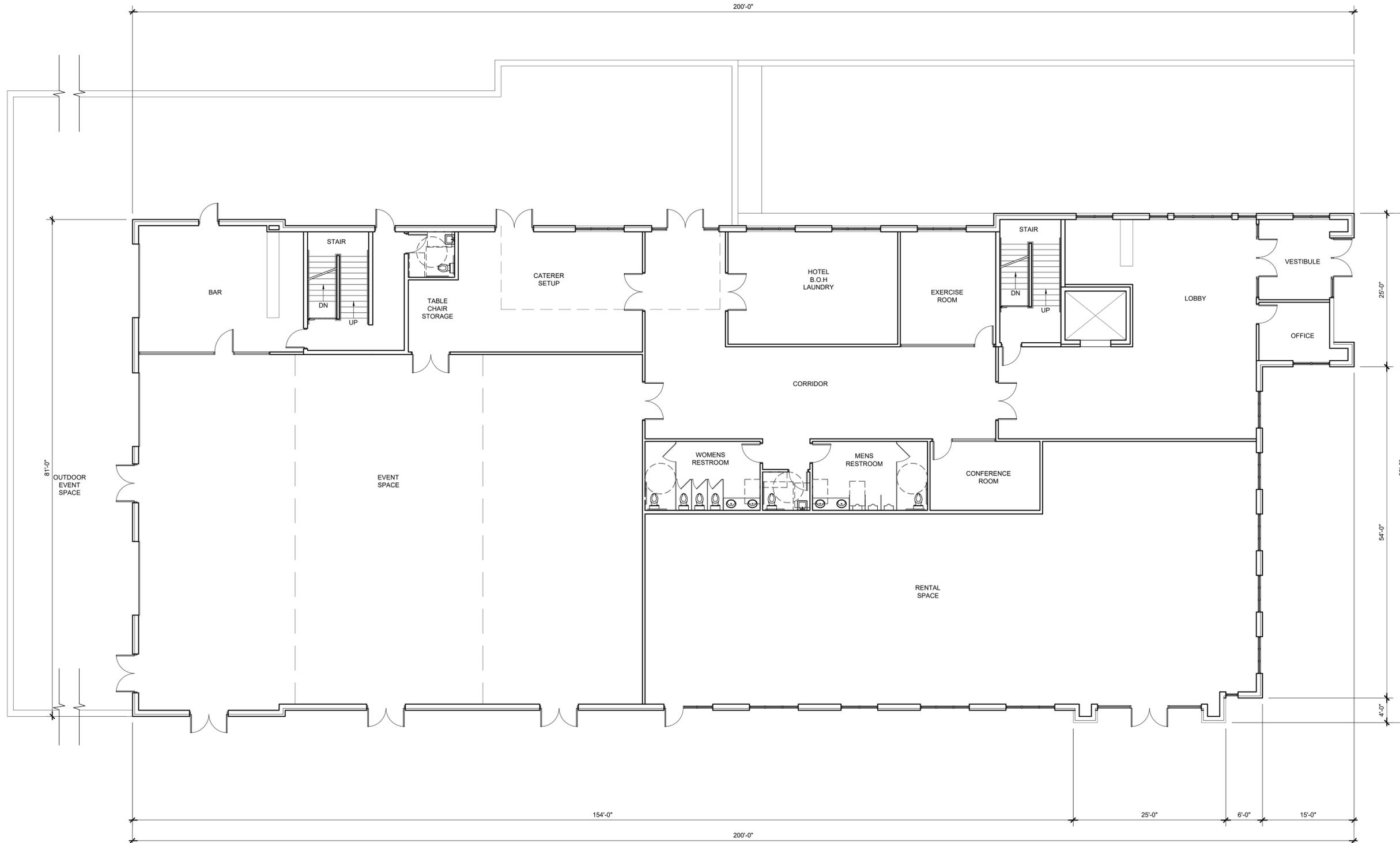
Project Number:
22022

Sheet Title:
PARKING GARAGE
PLAN

Sheet Number:

PARKING GARAGE PLAN





PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

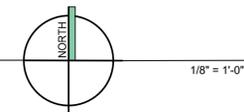
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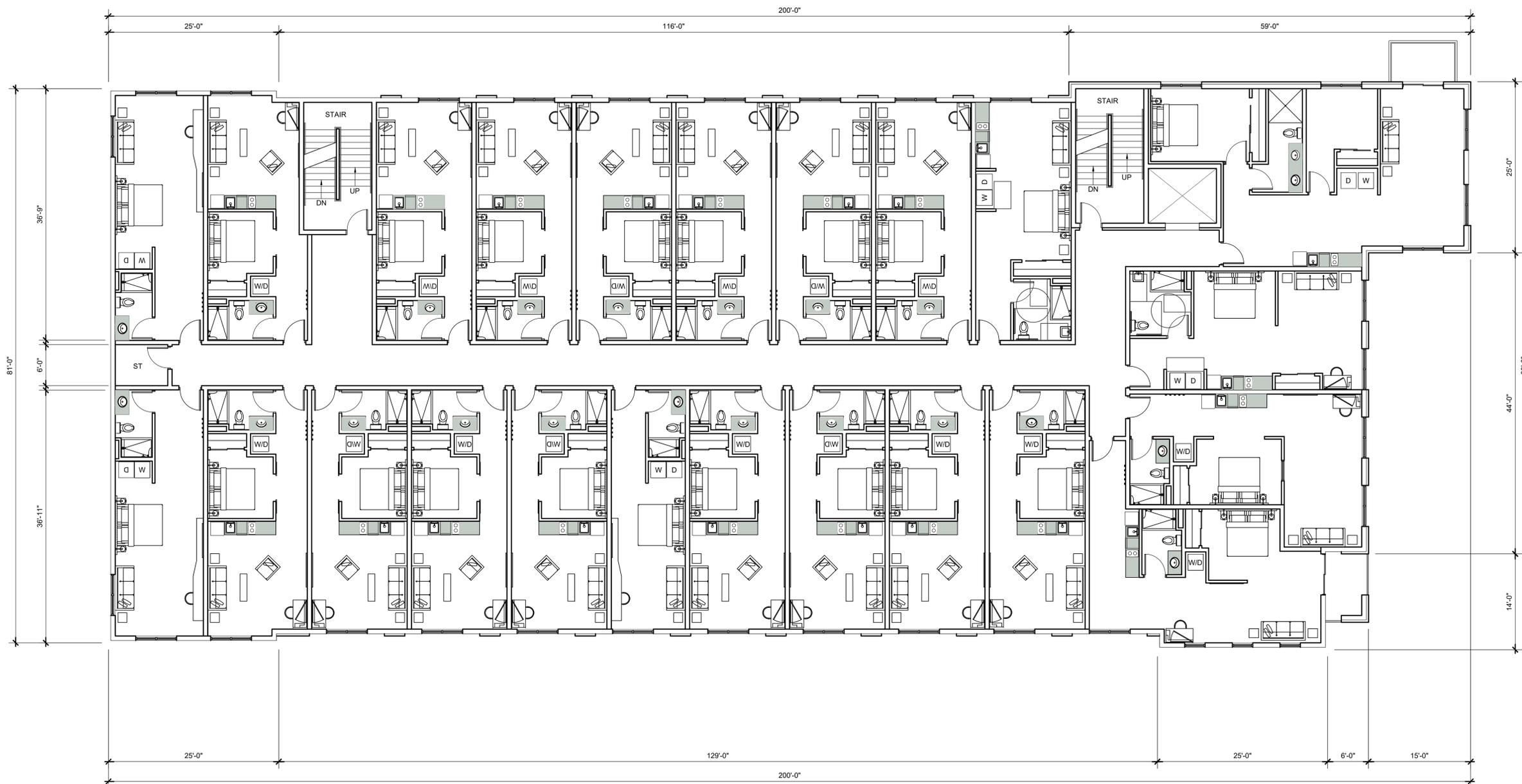
Project Number:
22022

Sheet Title:
FIRST FLOOR PLAN

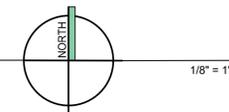
Sheet Number:

FIRST FLOOR PLAN - EVENT & RENTAL SPACE





SECOND FLOOR PLAN - HOTEL



PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

Revision:

Project Number:
22022

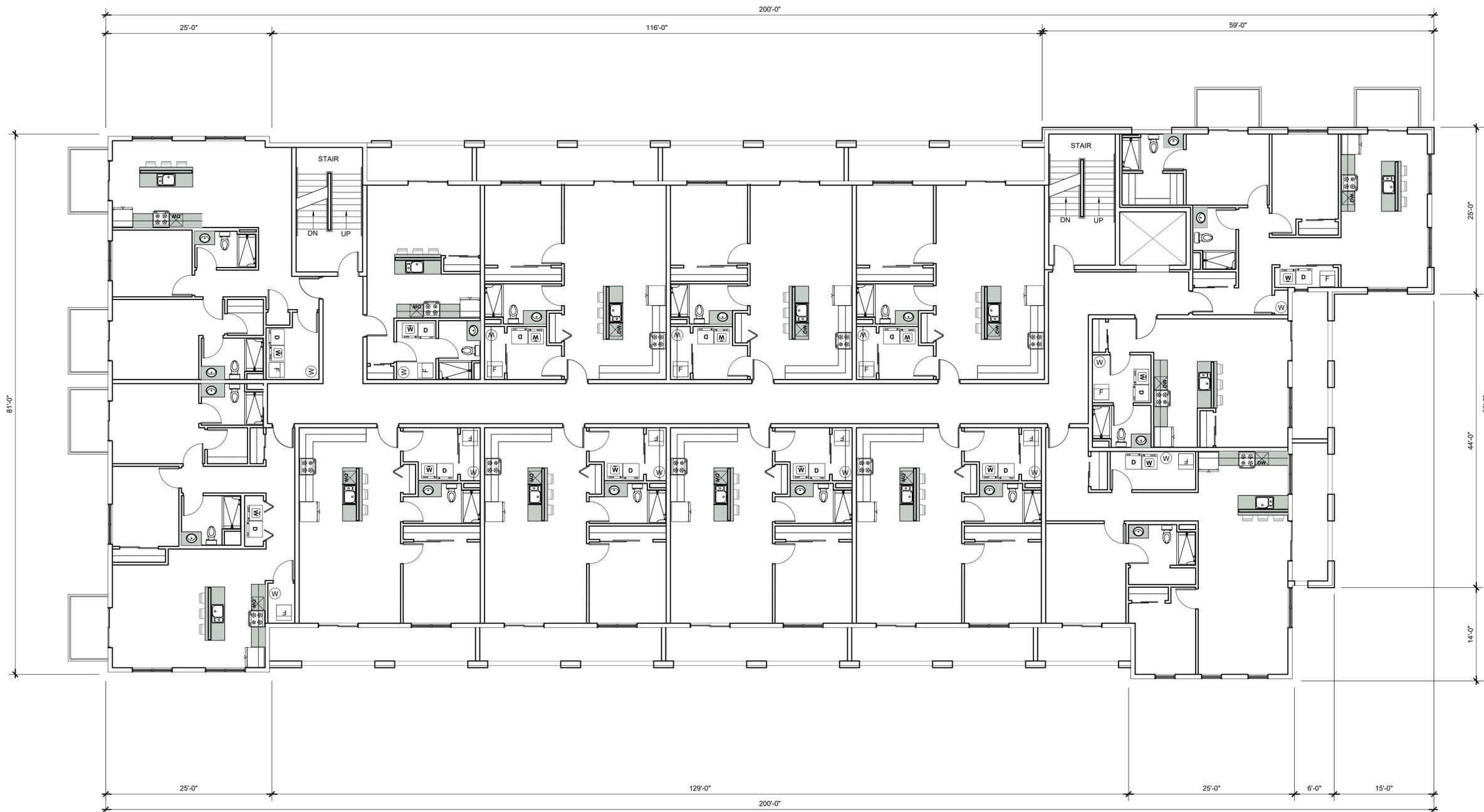
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SECOND FLOOR PLAN

Sheet Number:

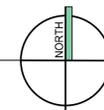
A-103



APARTMENT UNIT COUNT	
STUDIO:	2 UNITS
1 BEDROOM:	7 UNITS
2 BEDROOM:	4 UNITS
TOTAL:	13 UNITS



THIRD FLOOR PLAN - APARTMENTS



1/8" = 1'-0"

PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

Revision:

Project Number:
22022

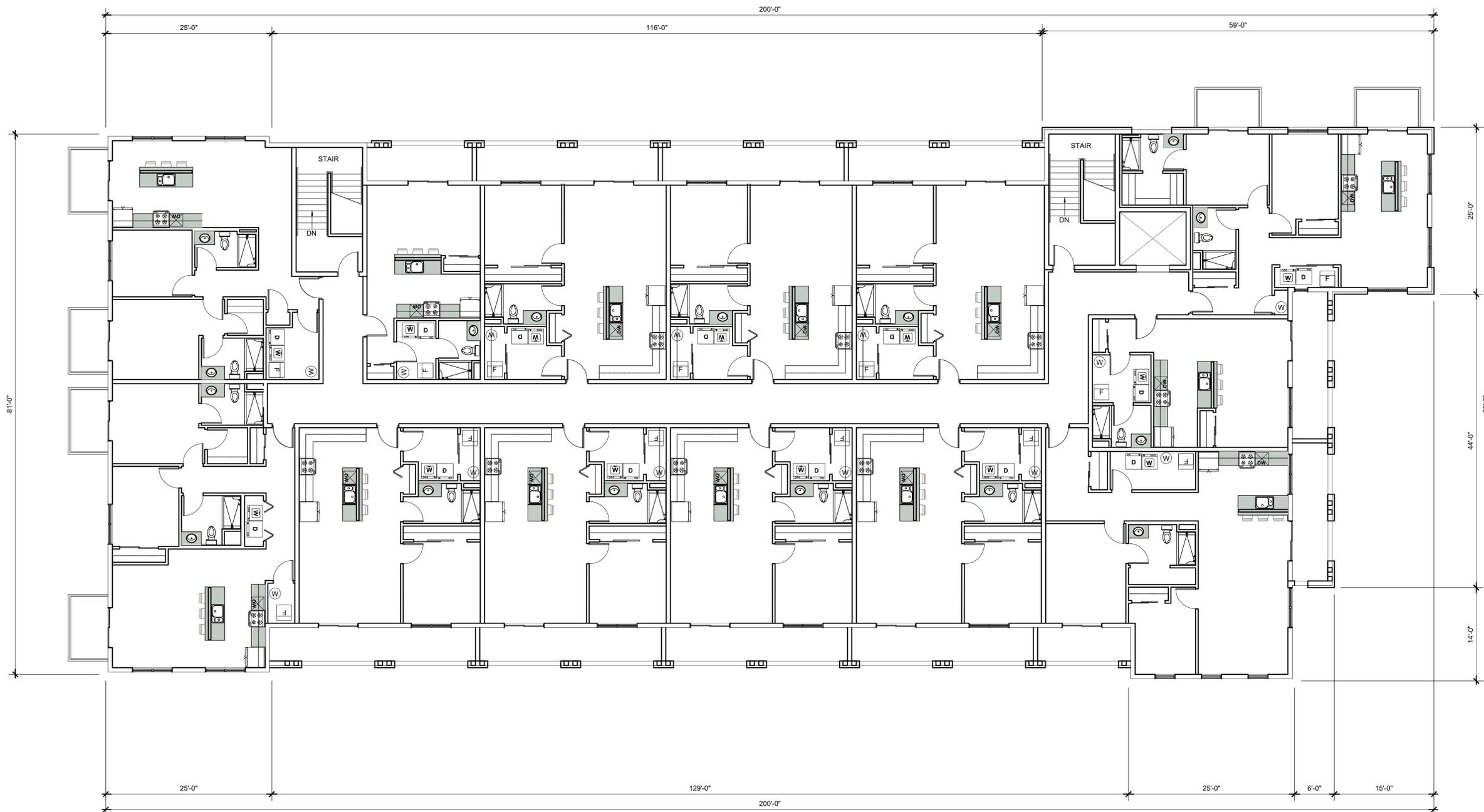
Sheet Title:
THIRD FLOOR PLAN

Sheet Number:

A-104



APARTMENT UNIT COUNT	
STUDIO:	2 UNITS
1 BEDROOM:	7 UNITS
2 BEDROOM:	4 UNITS
TOTAL:	13 UNITS



PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

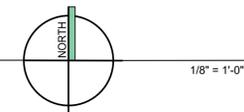
Revision:

Project Number:
22022

Sheet Title:
FOURTH FLOOR PLAN

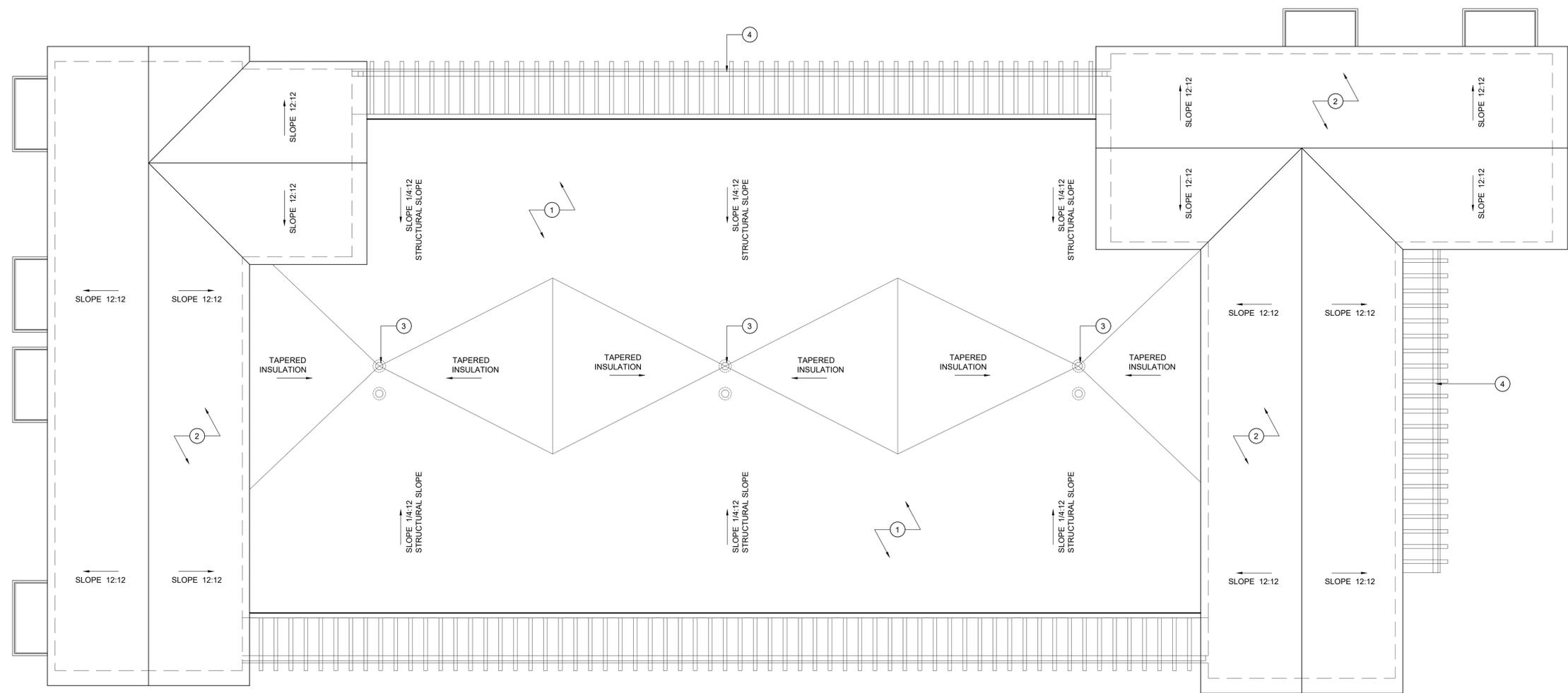
Sheet Number:

FOURTH FLOOR PLAN - APARTMENTS





- KEYNOTES:**
- 60 MIL EPDM MEMBRANE ROOF OVER R-35 POLYISOCYANURATE INSULATION OVER WOOD SHEATHING AND TRUSSES
 - 50 YEAR DIMENSIONAL SHINGLES OVER 15# ROOFING PAPER ON APA RATED ROOF DECK ON WOOD TRUSSES
 - ROOF AND OVERFLOW DRAIN - 6" LEADER DOWN NEAREST WALL OR COLUMN
 - PAINTED STEEL TRELLIS



PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

Revision:

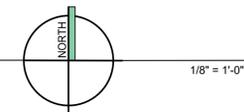
Project Number:
22022

Sheet Title:
ROOF PLAN

Sheet Number:

A-106

ROOF PLAN





KEYNOTES:

1. HARDIE OR LP SMARTSIDE SHINGLE SIDING - STRAIGHT EDGE PANEL
2. UTILITY BRICK
3. PRECAST CONCRETE
4. HARDIE PLANK OR LP SMARTSIDE LAP SIDING 6" EXPOSURE
5. PRE-FINISHED FASCIA AND SOFFIT
6. ANODIZED ALUMINUM STOREFRONT ENTRANCE SYSTEM
7. ANODIZED ALUMINUM STOREFRONT WINDOWS
8. PRE-FINISHED METAL COPING
9. DARK BRONZE ALUMINUM RAILING SYSTEM
10. COMPOSITE SINGLE HUNG WINDOWS
11. COMPOSITE SLIDING PATIO DOORS
12. BALCONY - PAINTED STEEL TUBE SUPPORTED BY PAINTED STEEL TENSION ROD AND BRACKET WITH COMPOSITE DECK BOARDS
13. PRECAST CORNICE
14. PAINTED STEEL TRELLIS
15. 50 YEAR DIMENSIONAL FIBERGLASS SHINGLES
16. ALUMINUM GARAGE DOOR WITH CEDAR GLASS PANELS



EAST ELEVATION

1/8" = 1'-0"



SOUTH ELEVATION

1/8" = 1'-0"

PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

Revision:

Project Number:
22022

Sheet Title:
EXTERIOR ELEVATIONS

Sheet Number:

A-201



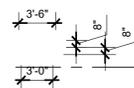
(X) KEYNOTES:

1. HARDIE OR LP SMARTSIDE SHINGLE SIDING - STRAIGHT EDGE PANEL
2. UTILITY BRICK
3. PRECAST CONCRETE
4. HARDIE PLANK OR LP SMARTSIDE LAP SIDING 6" EXPOSURE
5. PRE-FINISHED METAL COPING, FASCIA, AND SOFFIT
6. ANODIZED ALUMINUM STOREFRONT ENTRANCE SYSTEM
7. ANODIZED ALUMINUM STOREFRONT WINDOWS
8. PRE-FINISHED METAL COPING
9. PAINTED METAL GUARDRAIL CORED INTO TOP OF CONCRETE WALL
10. DARK BRONZE ALUMINUM RAILING SYSTEM
11. COMPOSITE SINGLE HUNG WINDOWS
12. COMPOSITE SLIDING PATIO DOORS
13. BALCONY - PAINTED STEEL TUBE SUPPORTED BY PAINTED STEEL TENSION ROD AND BRACKET WITH COMPOSITE DECK BOARDS
14. PRECAST CORNICE
15. PAINTED STEEL TRELLIS
16. 50 YEAR DIMENSIONAL FIBERGLASS SHINGLES
17. ALUMINUM GARAGE DOOR WITH CEDAR GLASS PANELS



WEST ELEVATION

1/8" = 1'-0"



NORTH ELEVATION

1/8" = 1'-0"

PROPOSED BUILDING
Hartland Multi-Use Building
Cottonwood and Park
City of Hartland, Waukesha County

Issue Date:
10 / 05 / 2022

Revision:

Project Number:
22022

Sheet Title:
EXTERIOR ELEVATIONS

Sheet Number:

ESTIMATED CONSTRUCTION COST						
Project Name: Nixon Park Parking Concept						
Client Name: Village of Hartland						
Project # 09-00000.100						
						Date Modified: 10/4/2022
Item No.	Description	Unit	Quantity	Unit Price	Total	Item Notes
Nixon Park Parking Improvements						
	Traffic Control	L.S.	1	\$ 2,500.00	\$ 2,500.00	
	Erosion Control	L.S.	1	\$ 1,500.00	\$ 1,500.00	
	Tree Removal	EA.	8	\$ 2,500.00	\$ 20,000.00	
	Pulverize & Reshape	S.Y.	5,900	\$ 2.50	\$ 14,750.00	
	Remove Excess Material	S.Y.	5,900	\$ 2.00	\$ 11,800.00	
	Construct Driveway/Parking Area to Subgrade	S.Y.	900	\$ 8.00	\$ 7,200.00	
	Base Patching (Remove & Replace 12-Inch Material)	S.Y.	1,750	\$ 18.00	\$ 31,500.00	30%
	Excavation Below Subgrade	C.Y.	190	\$ 22.00	\$ 4,180.00	
	Geogrid	S.Y.	570	\$ 3.50	\$ 1,995.00	
	EBS Backfill	TON	380	\$ 26.00	\$ 9,880.00	
	Crushed Aggregate Base Course (10")	TON	1,125	\$ 22.00	\$ 24,750.00	+40%
	2 1/2" Asphalt Binder	S.Y.	6,975	\$ 11.00	\$ 76,725.00	
	1 1/2" Asphalt Surface	S.Y.	6,975	\$ 9.00	\$ 62,775.00	
	Asphalt Speed Bump	EA.	3	\$ 2,500.00	\$ 7,500.00	
	3-Inch Asphalt Pathway	S.Y.	65	\$ 20.00	\$ 1,300.00	
	Concrete ADA Landing	S.F.	200	\$ 12.00	\$ 2,400.00	
	Detectable Warning Field	S.F.	25	\$ 35.00	\$ 875.00	
	Concrete Dumpster Pad & Garbage Truck Area	S.F.	750	\$ 10.00	\$ 7,500.00	
	Structure Adjustment	EA.	2	\$ 1,800.00	\$ 3,600.00	
	Epoxy Marking - 4" Yellow	L.F.	1,900	\$ 2.50	\$ 4,750.00	
	Epoxy marking - 18" Stop Bar	L.F.	48	\$ 10.50	\$ 504.00	
	Epoxy Marking - 12" Ladder Style Crosswalk	L.F.	100	\$ 8.00	\$ 800.00	
	Epoxy Marking - Arrows/Words/Symbols	EA.	25	\$ 95.00	\$ 2,375.00	
	Signs	EA.	10	\$ 800.00	\$ 8,000.00	
	Restoration (Topsoil & Sod)	S.Y.	1,500	\$ 15.00	\$ 22,500.00	
Subtotal Nixon Park Parking Improvements =					\$ 331,659.00	
Contingency (10%) =					\$ 33,200.00	
Engineering (Design, Construction Administration, Staking & Review) (15%) =					\$ 49,700.00	
Estimated Project Cost =					\$ 414,559.00	

ESTIMATED CONSTRUCTION COST						
Project Name: Nixon Park Parking Concept						
Client Name: Village of Hartland						
Project # 09-00000.100						
						Date Modified: 10/4/2022
Item No.	Description	Unit	Quantity	Unit Price	Total	Item Notes
Nixon Park Path Repairs (Pond to Park Avenue)						
	Erosion Control	L.S.	1	\$ 1,000.00	\$ 1,000.00	
	Remove Existing Asphalt	S.Y.	1,050	\$ 8.00	\$ 8,400.00	
	Base Repair	S.Y.	250	\$ 24.00	\$ 6,000.00	
	3-Inch Asphalt Trail	S.Y.	1,100	\$ 20.00	\$ 22,000.00	
	Restoration (Topsoil & Sod)	S.Y.	1,000	\$ 15.00	\$ 15,000.00	
Subtotal Nixon Park Path Repairs (Pond to Park) =					\$ 52,400.00	

12601 W. Silver Spring Road * Butler, WI 53007
 Phone: (262) 395-4050 * Fax: (262) 330-5004
 sales@armstrongpaving.com
 www.armstrongpaving.com



PROPOSAL SUBMITTED TO Village of Hartland		PHONE 262-367-2714	DATE 09/27/2022
STREET 701 Progress Drive		JOB NAME Nixon Park	
CITY, STATE AND ZIP CODE Hartland, WI 53029		JOB LOCATION 175 E. Park Avenue	
ARCHITECT	DATE OF PLANS	JOB PHONE	

We propose to furnish all labor and materials necessary to perform the following work:

BID #1. BUILD FOUR NEW PICKLEBALL COURTS/APPROX, 7,750 S.F.

- Confirm exact location of new courts.
- Excavate approx. 885 s.y. Lose dirt on site. Compact sub-grade.
- Install 8" crushed stone base and compact with vibratory roller; approx. 385 tons.
- Rough grade surrounding landscape, to insure proper pitch from court.
- Laser grade and compact stone base for 1% slope cross-court pitch.
- Hot asphalt pave and compact 2" binder, Type 12.5 mm, LT mix
- Hot asphalt pave and compact 1 1/2" surface, Type 9.5 mm, LT mix. Stagger paving joints and cross-roll.
- Install 4 pair of Douglas net posts in sleeved concrete footings, 54" deep.
- Install 4 coat Laykold, 100% acrylic color system. This includes 2 coats of black acrylic resurfacer and 2 coats of two-tone standard colors. Each coat to be cross-applied.
- Install masked sprayed play lines.

PRICE \$87,521.00

NOTES:

- *** If unstable base is encountered, during the excavation, additional excavation and stone base will be needed and Charged at \$90.00 Cubic Yard.
- *** If filter fabric is requested, it will be installed at \$3.00 Per Square Yard.

BID #2. CREATE TWO NEW PICKLEBALL COURTS NEAR THE TENNIS COURTS.

- Open fence for access.
- Remove west net post on east court and center tie-down. Backfill with stone and compact.
- Trim edges and hot asphalt patch areas flush with surface.
- Install 2 pair of Douglas net posts in sleeved concrete footings, 54" deep.
- Power-wash surface to remove dirt and debris.
- Court patch binder flush with surface random cracks.
- Check surface for depressions. 1/8" and greater and patch to reduce puddles, using court patch binder.
- Sand all repairs smooth to the surface.
- Apply 2 coats of acrylic resurfacer. Each coat to be cross-applied.
- Apply 2 coats of Laykold Standard Colors; Blue and Green.
- Layout and install white masked lines.
- Layout and install blended pickleball lines.

PRICE \$26,383.00

NOTES:

- *** Cracks do reopen and should be maintained yearly or as needed.
- *** Owner to supply water for power-washing.

We propose hereby to furnish material and labor — complete in accordance with above specifications, for the sum of:

Payment to be made as follows: _____ dollars (\$ _____).

TERMS: NET 10 DAYS. 1.5% PER MONTH INTEREST ON ALL ACCOUNTS 10 DAYS PAST DUE.

All materials guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Work Compensation insurance. Notice of Lien Rights on back.

Authorized Signature: David Marks
 David Marks

This proposal void in 30 days and covers above area and specs only.

Acceptance of Proposal: above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as nullified above. I fully understand and agree with the terms and conditions on the back of this proposal.

Signature: _____

Date of Acceptance: _____

TERMS & CONDITIONS

NOTICE OF LIEN: AS REQUIRED BY WISCONSIN LIEN LAW, BUILDER HERBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIAL FOR THE CONSTRUCTIONS ON OWNER'S LAND MAY HAVE LIEN RIGHT ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED CONTRACTOR ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR THOSE WHO GIVE THE OWNER NOTICE WITHIN SIXTY (60) DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE LENDER, IF ANY CONTRACTOR AGREES TO COOPERATED WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

PAYMENT: Payment due upon completion of work or terms as noted, although F. Armstrong Inc. retains the right at it's sole discretion, to bill as work progresses. Finance Charge: 1.5% per month, 18% annually. If purchaser (owner or owner's agent) fails to pay an invoice when due, purchaser (owner or owner's agent) shall pay interest at a compound rate of 1.5% service fee per month (18% annually) until the invoice balance is paid in full. All costs of collection, including reasonable attorney fees and costs for any arbitration deemed necessary shall be paid by owner. Non payment of total invoiced amount upon full completion or terms, as noted, voids any and all guarantees/warranties.

CANCELLATION NOTICE: If cancellation notice is not received in writing, prior to 3 days after date of acceptance, seller assumes the purchaser agreed to the contract terms contained. Any withdrawal of the contract after that time, could result in partial billing and reimbursement for planning, preparation, materials ordered, restocking costs, or partial work completed.

CRACKING OF ASPHALT: All asphalt paved areas can crack at any time, due to climate and soil conditions. There is no warranty for cracks. As the surface expands or contracts during wet conditions, drought conditions, freeze and thaw cycles, unstable sub-grade, tree roots, hot weather, dry spells, floods, heavy traffic, etc., cracks will develop. A crack can develop even in newly paved asphalt. Frank Armstrong Paving, Inc. recommends a periodical crack maintenance with a good quality rubberized crack sealant. The owner/rep. is aware of the risk inherent in this kind of work.

DRAINAGE: Frank Armstrong is not responsible for puddles or wet spots less than 1/2" deep. Purchaser is aware that wet sub-grade conditions can cause premature pavement failure, unless proper measures are taken to rectify those situations. Surface and site conditions must have 1% minimum slope to drain properly.

CRACKFILLING & SEALCOATING WARRANTY: Longevity of sealcoating and crackfilling is dependent on subsurface conditions, as well as quantity and type of traffic on pavement surface, as well as the adhesion of prior sealcoat and/or crack filler to pavement surface, and owner understands that reduced longevity may result because of this and accepts that fact. We do not guarantee or warranty in any way a seal coating project with a prior flaking sealcoat condition. Fading and/or wearing of sealcoat is a natural wearing process and is not a defect in any way. Accordingly, F. Armstrong Ent., Inc. does not warranty or guarantee its work against cracking. When crack sealing, seller only seals large cracks 1/4" larger in width. Surface cracks may remain visible after sealcoat is applied due to sealer shrinkage. Seller is not responsible for crack filling of deteriorated (alligatored) areas. Owner understands and accepts these conditions.

INSURANCE AND PERMITS: Owner is responsible for maintaining all necessary insurance coverage and for obtaining all permits required to complete the work identified on the Proposal (unless otherwise stated on this proposal). Through this agreement the owner assumes all responsibility for and consequences associated with securing and complying with all necessary permits required by all regulating agencies. The owner indemnifies and absolves F. Armstrong Ent., Inc. of any consequences imposed by any regulating agency. Our workers are fully covered by Workman's Compensation Insurance.

MOBILIZATION: One trip for each crew, unless otherwise stated. If after notification, we cannot complete a procedure, due to a car in the way, an obstruction, other work conflicts, or delays beyond our control, an additional trip charge may be added to the contract amount.

ASPHALT MAINTENANCE: Frank Armstrong Paving recommends periodical crack maintenance, as it occurs. It is the most cost effective to prolong pavement life in our region. Periodical sealcoating helps protect the surface, along with making your property look good. Spot repairs or patching can also be a cost effective maintenance procedure, before pavement failure increases and requires new construction.

ASPHALT GRADE ELEVATIONS: If purchaser directs construction of the surface with less than 1% slope, water ponding can occur and no warranty attaches to these surface conditions.

ADDITIONAL PROVISIONS: Owner is responsible for any and all reasonable expenses we incur in enforcing our right hereunder, including but not limited to attorney's fees, collection fees and court costs. No waiver or modification of any provision hereof shall be binding on us unless in writing and signed by one of our employees. If any provision is determined to be void or unenforceable by a court of competent jurisdiction, the other provisions shall remain in full force and effect. This Proposal shall be binding on your heirs, representatives, successors and assigns.

DISCOVERIES/EXTRA CHARGES: If unexpected conditions are discovered, such as encountering unstable sub-grade, wet conditions, wood, concrete slabs or foundations, debris, paving fabric, stumps, contaminated or toxic soils, private utilities, or other objects not mentioned in the contract proposal, will require an extra charge for removals, excavation, dump fees, additional base materials or other unforeseen costs, based on time and material. The purchaser agrees to these extra charges, as needed or requested and will be added to the contract price, with a written change order.

SITE CONDITIONS: Not responsible for cracking concrete slabs that equipment has to travel over, disturbing grass or landscape along project perimeters, low tree limbs, or plantings in conflict or near perimeter of construction area, cracking or damaging pavement or landscape that we have to access with our equipment to complete the project.

UTILITY LOCATION: Purchaser is responsible for locating all private utilities, along with plumbing, piping, tiles, etc., that will not be marked out by Digger's Hotline. The purchaser agrees to pay repair expenses for damages to unmarked private utilities, if encountered.

PAVING WARRANTY: All work to meet industry standards. Material to be, as specified or industry equal. All workmanship to be industry standards and as per contract specifications, terms and conditions. There is no warranty for asphalt cracking.

DEFINITIONS: Owner is defined in this proposal and Terms and Conditions as the actual owner of property where work is to be performed, or as agent of said owner.

LANDSCAPING: F. Armstrong Ent., Inc. is not responsible for damage to landscaping as a result of project preparation, execution or completion, as well as changes needed in landscaping to insure the proper continuation of drainage flow from the project area. It is the property owner's responsibility to backfill edges of paved areas. We do not warrant (expressly or implied) that our grading work will prevent, eliminate, or reduce unwanted on-site water accumulation or flowage on your property.

ACCEPTANCE: Owner has read this contract, consisting of front and back of all pages and by my signature on the front of this proposal and understands and agrees to all. The prices, specifications, and conditions described on both sides of this contract are satisfactory and are hereby accepted. F. Armstrong Ent., Inc. is authorized to do the work as specified. Payment will be made as described in this proposal. Owner has received a copy of this contract.

Quote

Century Fence Company
1300 Hickory St.
Pewaukee, WI 53072



Quote To: Village of Hartland 210 Cottonwood Ave Hartland, WI 53029	Project Location: Nixon Park 175 E Park Ave Hartland, WI 53029	Quote #: 13475 Quote Date: 10/3/2022
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Description

10' Fence

Remove and relocate 120' of 10' high galvanized chain link fence. Fence shall be built using new and existing components. Line posts 2 1/2" OD, SS40, galvanized steel pipe, spaced 10' on center, driven 5'.
• 3" OD, SS40, galvanized steel pipe, terminal posts, driven 6'.

Divider Fence

310' of 4' high galvanized chain link fence with 1 5/8" top rail and bottom tension wire. Chain link fabric, galvanized 9 gauge wire, 2" mesh. Line posts 2" OD, SS40, galvanized, steel pipe, spaced 10' on center, driven 4'.

- 1 - 3" OD, SS40, galvanized steel pipe, corner posts, driven 5'.
- 8 - 3" OD, SS40, galvanized steel pipe, end posts, driven 5'.

6' Perimeter Fence

360' of 6' high galvanized chain link fence with 1 5/8" top rail and bottom tension wire. Chain link fabric, galvanized 9 gauge wire, 2" mesh. Line posts 2 1/2" OD, SS40, galvanized, steel pipe, spaced 10' on center, driven 5'.

- 3" OD, SS40, galvanized steel pipe, gate, and corner posts, driven 6'.
- 2 - 6' high x 4' wide single swing gates. Gate frames constructed from 2" steel pipe, welded at all corners.

excludes: permit, private underground utility locate, net post removal, underground obstructions, rock conditions

Quote Total: \$42,810.00

Quote Valid For 15 days

Buyer's Signature: _____	Date: _____	Submitted by: <u>Tom Foerster</u>
Acceptance: This quote when accepted in writing by purchaser and by Century Fence Company becomes a contract between two parties. The conditions on the attached 'Terms and Conditions' are made a part of this contract.		Tom Foerster Office: 262-956-6429 Cell: 262-993-5516 Email: Tfoerster@centuryfence.com
Terms of Payment: Net Cash upon receipt of invoice.		



**Village of Hartland
Administration**

210 Cottonwood Ave, Hartland, WI 53029
www.villageofhartland.com

To: Village Board	Date: 10/05/2022
Submitted By: Chief Torin J. Misko	
Subject: Building Needs Assessment Request for Proposals (RFP)	

Details: The Village of Hartland sent out the attached RFP to have a building needs assessment completed for the Police Department, Fire Department, and Village Hall facilities. The following four firms submitted proposals in response to this RFP and identified the listed fees to complete the assessment.

1. FGM Architects = \$24,500 (An additional \$5,500 for each additional site concept design beyond those already identified) and approximately \$500 for reimbursable expenses for a total of **\$25,000**. Will credit \$7,500 if they are selected to complete the schematic design through construction administration.
2. Zimmerman Architectural Studios = **\$19,240**
3. OPN Architects = \$32,360 and approximately \$1,200 for reimbursable expenses for a total of **\$33,560**.
4. Kueny Architects = **\$31,860**

Each of these firms submitted a document explaining their qualifications as requested in our RFP, which will be attached to this memo.

Financial Remarks: See fees listed in the Details section above.

Options & Alternatives:

1. Select a firm based off the information provided.
2. Select the top one or two firms and complete a detailed reference check and conduct an interview with the staff of the firm if needed.
3. Decide to not conduct the Building Needs Assessment.

Executive Recommendation: Narrow the proposals to the top one or two firms and complete a reference check of those firms and conduct an interview with them if needed.



Village of Hartland

Police Department
210 Cottonwood Avenue
Hartland, WI 53029
Emergency Dial 911
Non-emergency (262) 367-2323
Fax (262)369-2224

Torin J. Misko
Chief of Police

Rosario J. Collura
Deputy Chief of Police

Village of Hartland Building Needs Assessment Project **Request for Proposals (RFP)**

PURPOSE

The Village of Hartland is seeking specific qualifications and proposals from architectural design firms with expertise and experience in:

- 1) Evaluating and assessing Police Department, Fire Department, and Village Hall facilities long-term space needs.
- 2) Providing an evaluation of the potential renovation of the existing facilities in comparison to building new facilities on Village owned property to include a cost estimate for each option.
- 3) Providing professional architectural design services for the preferred option as determined in number 2 above.

The Police Department and Village Hall are co-located at 210 Cottonwood Avenue while the Fire Department is located at 150 Lawn Street, Hartland, Wisconsin.

QUALIFICATIONS

- 1) Description of the firm.
- 2) Background and relevant experience of key personnel that will be working directly on this project.
- 3) Any additional information that you believe communicate the capabilities of your firm to perform this project.
- 4) Up to three examples (copy) of work your firm has completed in government planning or space needs analysis.
- 5) A list of three references (with contact information) from similar projects.

DELIVERABLES

The selected firm will be expected to provide at a minimum the following:

- 1) A description of the work tasks that will be required to complete the work set forth in the PURPOSE of this proposal and the costs associated with the work tasks or groups of tasks.
- 2) A timeline for the accomplishment of the tasks described in 1) above.
- 3) A written evaluation of the long-term facilities needs respectively for the Police Department, Fire Department, and Village Hall General Government Functions.
- 4) A written assessment of the suitability of the current facilities to meet the needs identified in item 3. above and the costs to improve those facilities to address any current deficiencies and to meet future needs.
- 5) The site requirements and estimated building costs to construct a building on a new site to accommodate the needs identified regarding item 3. or the alternative of remodeling the existing facilities.
- 6) A general floor plan for design of the facilities as recommended by your firm for each option identified in item 5. above.
- 7) A list of pros and cons of each option identified in item 5. above.
- 8) Three paper copies of the final space needs assessment and one electronic copy.
- 9) A copy of the engagement agreement (in WORD format) that you propose be utilized for the work to be performed. Must be subject to negotiation.

CONSULTANT SELECTION

The Village of Hartland Trustees with the assistance of Chief Torin Misko and the Village Manager will evaluate all proposals submitted and shall be the sole determiners of the final selected firm for this engagement, if any. The Trustees may request a personal appearance for the purpose of interviewing any firm but is not required prior to any decision being made. The Village reserves the right to reject any and all proposals or to accept the proposal which best serves the interests of the Village. The firm selected shall be an independent contractor. All submissions shall be subject to the Wisconsin public records statute and the Village reserves the right to retain all submitted proposals.

Three paper copies and one electronic copy of your proposal must be submitted no later than **3:00 P.M. on September 26, 2022**. Proposals should be directed and delivered to:

Village of Hartland Police Department
Attn: Chief Torin Misko – Building Needs Assessment Project
210 Cottonwood Avenue
Hartland, WI. 53029

Questions regarding this RFP must be submitted in writing to Torin Misko via email at tmisko@villageofhartland.wi.gov.

FGMARCHITECTS

Proposal for

Architectural Services

for

Village of Hartland
Building Needs Assessment Project
Hartland, Wisconsin

Submitted to:

Village of Hartland
Chief Torin Misko
Chief of Police
210 Cottonwood Avenue
Hartland, WI 53029

Village of Hartland
Mr. Ryan Bailey
Village Administrator
210 Cottonwood Avenue
Hartland, WI 53029

By:

FGM ARCHITECTS INC.
219 North Milwaukee Street, Suite 325
Milwaukee, WI 53202

September 26, 2022

1.0 SCOPE OF PROJECT

The Village of Hartland would like an Architectural Firm, specializing in architectural programming and design of municipal and public safety facilities, to prepare a program, conceptual design, project budget and project schedule for the Police Department, Fire Department, and Village Hall. The sites to be considered as part of this study may include:

- SE Corner of Hartridge Dr. & Maple Ave. (Tax Key HAV 0727143004)
- SW Corner of Lindenwood Dr. & Cottonwood Ave. (Tax Key HAV 0757003002)
- NE Corner of E. Park Ave. & Cottonwood Ave. (110 E. Park Ave.)
- Renovation / Addition of existing facility (210 Cottonwood Ave.)

The goal of the project is to provide the Village with an informational foundation which will be used to move forward with the full design and construction of either new stand-alone facilities, or combined police, fire, village hall facilities.

The Village of Hartland is hereinafter referred to as the Owner.

2.0 SCOPE OF ARCHITECT'S SERVICES

FGM Architects Inc., hereinafter referred to as FGMA or Architect, shall provide the following Consulting Services for the Project:

2.1 Pre-Design Study

FGMA is to prepare a needs assessment report for the Police & Fire Departments and Village Hall which will include the following:

- 2.1.1 FGMA will review Hartland's departmental operations, long-term goals, and requirements. As part of this review, we will review current and projected long-term needs.
- 2.1.2 FGMA will establish a project building programs for the Police Department, Fire Department, and Village Hall indicating space needs and identifying all functional elements required. We will meet with select personnel from the Police Department, Fire Department and Village to gather data for the building program. We will also generate a building program for a combined facility.
- 2.1.3 From Owner approved project building programs, FGMA will develop conceptual site and floor plans indicating proposed locations of the facilities and potential future expansion. The conceptual planning will include parking and stormwater management.
 - .1 Conceptual floor plans will be laid out on a departmental level, i.e.: administration, patrol, investigations, etc. and will not be a detailed floor plan.
- 2.1.4 FGMA will generate conceptual appearance drawings to illustrate to the Owner what the building may look like. The drawings will include building elevations and a perspective drawing.
- 2.1.5 FGMA will prepare a conceptual project budget: Utilizing all information generated, we will provide a total project budget which will include a construction budget utilizing cost per square foot calculations, furniture, fixtures and equipment allowances, fees, contingencies, and other soft costs for a total project budget.

2.2 Consultants: FGMA will perform all work in-house and consultants are not included as part of this phase.

2.3 Complete design and project documentation and implementation (Schematic Design, Design Development, Construction Documents, Construction Administration) will be covered under a future Project.

2.4 Project Deliverables

2.4.1 Building Program Spreadsheets for each of the following:

- Combined Public Safety Building
- Police Department
- Fire Department

The spreadsheets will identify 2022 space needs and 2042 projected space needs.

2.4.2 Concept Floor Plan (**one final option each** for: combined Public Safety Building, standalone Police Department, and standalone Fire Department) and Site Plan (**four sites identified in 1.0 above**) on large format print and PDF.

2.4.2.1 Refer to 3.1.2 for additional site concept design fees.

2.4.3 Conceptual Project Budget.

2.5 FGMA will perform all tasks outlined in this scope, items related to 1 and 2 under Purpose in Hartland’s request for proposal dated August 25, 2022, and the FGMA qualifications package dated September 26, 2022 (included with this fee proposal).

3.0 ARCHITECT’S COMPENSATION

The Village of Hartland shall compensate FGM Architects for consulting services rendered in connection with the Project under this Proposal as follows:

3.1 For all Consulting Services as described in Section 2.0 above, we propose the following **Lump Sum Fee** plus Reimbursable Expenses.

3.1.1	Public Safety Building Pre-Design Study	\$24,500.00
3.1.2	Each additional site concept design beyond those identified in 1.0 and 2.4.2	\$5,500.00

3.2 Reimbursable Expenses

In addition to the compensation above, FGMA shall be reimbursed for additional expenses in connection with the Project, invoiced to the Owner at One Hundred Ten Percent (1.10 times) Architect’s actual direct cost of same, for the below items. We recommend establishing a Reimbursable Allowance of \$500, which FGM shall not exceed without prior written approval of the Owner. Reimbursable Allowance includes costs for items below.

- 3.2.1 Expense of postage and/or delivery.
- 3.2.2 Travel and living expenses in connection with Architect’s out-of-town travel (if required) as authorized by the Owner.
- 3.2.3 Expenses of any specialty consultants with Owner’s prior approval.
- 3.2.4 Expense of printing required for presentations.
- 3.2.5 Any fees paid by FGMA to authorities having jurisdiction over the project with Owner’s prior approval.

Local travel (travel less than 100 miles), phone, fax, and printing of review sets shall not be charged as a Reimbursable Expense.

FGMA ARCHITECTS

- 3.3 If specialty consultants are required, FGMA shall be reimbursed for consultant expenses in connection with the Project, invoiced to the Owner at One Hundred Ten Percent (1.10 times) Architect's actual direct cost of same.
- 3.4 For any Additional Services authorized in writing by the Owner beyond the scope of this Proposal, FGMA shall be compensated based on the hourly rates described in the attached Hourly Rate Schedule for the professional and technical employees engaged on the Project plus Reimbursable Expenses.
- 3.5 Payments
 - 3.5.1 Payments shall be made by the Owner to FGMA upon receipt of FGMA's invoice in accordance with the State of Wisconsin Prompt Payment Statute.
 - 3.5.2 Non-payment of invoices shall constitute grounds for discontinuing service.
- 4.0 **Additional Requirements**
 - 4.1 Architect will assist the Owner in coordination and review of soil boring / geotechnical proposals for design considerations on the Village owned vacant lot. This consultant would be contracted directly with the Village.
 - 4.2 **Architect will credit the Owner \$7,500** of the fee described in 3.1 above once an Owner/Architect Agreement for project documentation and implementation (Schematic Design through Construction Administration) has been entered between the two parties.
- 5.0 **Form of Agreement**
 - 5.1 For this project, your signature on the bottom of this proposal will serve as our contractual agreement. If this proposal is acceptable to you, please sign the bottom of this letter, which will authorize FGMA to proceed with the work.

We look forward to this opportunity to be of service to the Village of Hartland.

Sincerely,

FGM ARCHITECTS INC.



Brian Wright, AIA, LEED AP | Principal in Charge
brianwright@fgmarchitects.com



Andrew J. Mayo, AIA, | Project Manager
andrewmayo@fgmarchitects.com

Proposal Accepted By:

Village of Hartland Representative	Title	Date
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FGMA ARCHITECTS

HOURLY RATE SCHEDULE Effective February 1, 2021*

Where the fee arrangements are to be on an hourly basis, the rates shall be those that prevail at the time services are rendered. Current rates are as follows:

FGM Architects

Principal (Board of Directors)	\$250.00
Arch IV	\$220.00
Arch III	\$175.00
Arch II	\$145.00
Arch I	\$105.00
Interior Designer IV	\$215.00
Interior Designer III	\$170.00
Interior Designer II	\$145.00
Interior Designer I	\$100.00
Landscape Architect	\$180.00
Project Administrator	\$100.00

*Rates are subject to adjustment each November 1st.

VILLAGE OF HARTLAND

Building Needs Assessment Project
September 26, 2022



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RECORDS



COURT

FGMARCHITECTS

September 26, 2022

Chief Torin Misko
Village of Hartland Police Department
210 Cottonwood Avenue
Hartland, Wisconsin 53029

RE: Statement of Proposal for Building Needs Assessment Project

Dear Chief Misko and Members of the Selection Committee:

After meeting with you and Chief Jambretz, touring your facilities, and reading your RFP; we understand that the Village of Hartland is seeking a qualified architectural design firm with expertise in the design of municipal and public safety facilities to provide a Space Needs Assessment for your Police Department, Fire Department, and Village Hall facilities. As you will read in the subsequent pages of this proposal, FGM Architects (FGMA) has a long portfolio of well-designed municipal facilities. Many of our most successful projects began as studies.

We are excited at the opportunity to provide the Village of Hartland our services throughout the course of the Space Needs Assessment. This proposal will outline our collaborative approach. We believe in listening to our clients, understanding their needs, and giving them options to solve those needs. We understand that the successful completion of this project will provide the Village with feasible solutions for its current and future facility space needs.

The following highlights the unique benefits of the FGMA Team:

Planning and design leadership for the Village of Hartland – Brian Wright will serve as the Principal-in-Charge and Andrew Mayo will serve as the Project Manager for the project. These individuals have more than 35 years of combined experience providing municipal and public safety facility planning and design and were selected to ensure our team provides expertise in all the required facility types.

Unparalleled municipal and recreation facility design experience – Our experience is both current and relevant to your project. We have worked on over 250 police station projects, 600 fire station projects, and 125 Village/ City Hall projects for agencies of all sizes, each with unique nuances and specialties. Our team members have guided our municipal clients successfully through dozens of studies, design of new projects, expansions/renovations, remodeling, adaptive reuse, and historical preservation projects.

Many of our projects are joint facilities involving various combinations of police, fire, and village halls. We understand the intricacies of designing shared use spaces, public versus semi-secure and secure spaces, and the security required.

FGMARCHITECTS

Collaborative and consensus-based design process – We fully understand the Village would like a highly collaborative, interactive, and transparent process seeking to engage elected officials, staff, and the community through the assessment so that everyone understands the reasoning for our final recommendations. Our approach fosters a consensus-based design process which ensures we will meet the long-term facility goals of the Village for this project.

This project is as important to our team as it is to the Village of Hartland staff and citizens. We take pride in the relationships we build with our clients. The reason our client relationships last is our commitment to service. We are a community focused team that thrives on being our clients' trusted partner and look forward to getting to know your facilities and the needs of your staff.

Sincerely



Brian Wright AIA ,LEED AP
Principal-in-Charge
BrianWright@fgmarchitects.com
630.574.8300



Andrew Mayo, AIA
Project Manager / Primary Contact
414.346.7284
andrewmayo@fgmarchitects.com



SECTION

1

Firm Description



A modern office lobby with a curved ceiling of dark wood slats and a long, recessed linear light fixture. On the left, a large glass wall with black frames reveals a meeting room with several chairs around a table. The floor is made of large, light-colored rectangular tiles. In the center, a man in a black shirt and khaki pants stands near a reception desk. Above the desk, the words "VILLAGE OFFICES" are mounted on the wall. A single spherical pendant light hangs from the ceiling. In the background, there are more office spaces, including a desk with a person working and a waiting area with several chairs.

VILLAGE OFFICES

**"Centralized Public Safety in a
Timeless Structure"**

FIRM INTRODUCTION

FGM Architects works with people and organizations that serve others and impact lives.

We Build Community. That is, our practice is dedicated to creating environments that make up the landscape of our daily lives. Over our 75+ year history as a business we have honed a set of values that have at their core commitment, integrity and people. These guide everything we do.

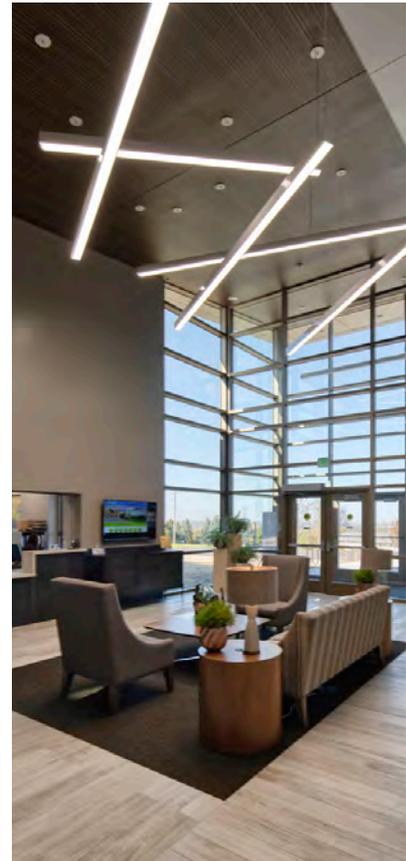
We've found that how we work with our clients is just as important as what we design. We believe in face-to-face communication, listening and observing how users interact with their environment.

Our team is committed to delivering world-class design that is aligned with your unique scope, schedule and budget.

Because we work almost solely with publicly-funded organizations, we understand that the people we serve extend well beyond those we report to on a daily basis. As such, one of the most important things we do is to involve stakeholders in every step of a project.

The end result is a design solution backed by solid consensus; everyone has participated in its creation and understands the logic of the planning process. We help lead this process and act as a trusted advisor, providing our clients the information and technical advice they need to make decisions quickly and confidently.

At the end of the day, it's the client's mission that determines project priorities. To achieve this, we have to be a partner. We bring a balanced, common-sense design approach that considers all aspects of a building, not just the aesthetic.





FGMA's Municipal practice is a dedicated group of individuals who focus exclusively on your type of project.

We understand that working with local government involves balancing the interests of elected officials with the needs of municipal staff and the demands of a community that may question the need to spend tax dollars on a capital project.

We begin with the end in mind starting with a carefully crafted project goal statement that captures your goals and defines how the project's success will be measured upon completion. This critical first step unifies everyone involved and facilitates important design decisions along the way.

From there, we bring innovative practice solutions to the table as we help our clients select the right choices for both the project and their community.

FGMA's qualifications are informed by our core purpose, mission and values. These are the cornerstones of our practice and the source from which we meet our clients' goals and objectives, manage our firm and support the professional development of our staff.

CORE PURPOSE

We Build Community

MISSION

We provide architecture, planning and interiors services to a diverse clientele by assembling an integrated professional team who develops strong relationships and works collaboratively with the client to meet the client's present and future needs.

VALUES

Commitment to our Clients

We build long-term relationships by providing quality design and service that meets our clients' needs, values and interests.

Commitment to the People of FGMA

We offer opportunity for quality professional life and support for quality personal life to all.

Commitment to Ethical Conduct

We bring integrity, respect, fairness and honesty to all our relationships.

Commitment to FGMA

We apply sustainable business practices. These include responsible fiscal management, market diversity and development of future leaders.




600+
Fire
Projects


250+
Police
Projects


125+
Village/City Hall
Projects

FGM Architects (FGMA) is a leading planner and designer of facilities for municipal and public safety clients. Our qualifications include a depth of consulting and design experience including space utilization, existing conditions evaluations, additions, renovations, adaptive reuse projects and new construction.

FIRM NAME

FGM Architects Inc.

YEAR ESTABLISHED

1945

PROJECT OFFICE LOCATION

219 North Milwaukee Street
Suite 325
Milwaukee, Wisconsin 53202
414.346.7282

PRIMARY CONTACT

Andrew Mayo, AIA
Project Manager
andrewmayo@fgmarchitects.com
414.346.7284

FULL TIME EMPLOYEES

Architects	88
Architectural Support	49
Interior Designers	7
Administrative	26
Total	170+

PROFESSIONAL SERVICES

FGMA provides planning, architecture and interior architecture and design services with our in-house staff. The firm serves multiple practice areas: municipal, public safety, PK-12 education, higher education, recreation, multifamily/mixed-use housing and federal, with locations in Wisconsin, Illinois, Missouri, Texas and Virginia.

The firm is a licensed professional architecture and interior design firm in the state of Wisconsin.

OTHER OFFICE LOCATIONS

300 South Wacker Drive
Suite 1100
Chicago, Illinois 60606
312.948.8461

1211 West 22nd Street
Suite 700
Oak Brook, Illinois 60523
630.574.8300

475 Regency Park
Suite 325
O'Fallon, Illinois 62269
618.624.3364

One Metropolitan Square
Suite 1945
St. Louis, Missouri 63102
314.439.1601

3711 South Mopac
Expressway
Building Two, Suite 150
Austin, TX 78746
512.474.8085

11250 Roger Bacon Drive
Suite 16
Reston, Virginia 20190
703.956.5600



FIRM EXPERTISE

Developing a successful municipal facility will benefit greatly from a firm with proven expertise.

As a firm dedicated to serving communities, we want to highlight the specialized areas of practice offered by our municipal team. FGMA's municipal practice is a dedicated group of individuals who focus on your type of project. The specialties most relevant to your project include:

POLICE STATION DESIGN: FGMA is a leader in police station design. FGMA offers in-house police station design expertise with over 30 years of experience specializing in police station design in a nationally recognized practice with over 250 local, state and national police projects.

FIRE STATION AND FIRE TRAINING DESIGN: FGMA has established itself as a leader in Fire Station and Fire Training design throughout Midwestern United States. Qualifications include an abundance of relevant experience including space planning analysis and design for renovation and new build of fire service facilities.

VILLAGE HALL DESIGN: Through all of FGMA's Municipal project experience, we continue our dedicated approach to their governmental cornerstones for communities. Through our design expertise, we have completed more than 125 Village/City Halls for communities, many of which share facilities directly with other departments, such as Police Departments, Fire Stations, Public Works, etc. City Halls are where the community comes to interact with its government, and we realize the importance of making these facilities appealing, functional, and safe.

PUBLIC WORKS FACILITY DESIGN: FGMA recognizes and classifies Public Works facilities as a first responder, bolstering the importance of their operations. FGMA offers in-house Public Works design expertise, understanding the importance of site access, equipment needs, and operational needs of such a facility.

THE **fgma** DIFFERENCE

PARTNERS

At the end of the day, it's about partnership. Your municipal facility is an incredibly important endeavor. We take it seriously and we will guide you through the entire process.



FUTURISTS

Helping you plan for the future is critical to the process. Our participation in the municipal sector goes beyond facility design - we are helping you look ahead - what will you need in the future and how will the facility evolve. Today's designs need to fit your municipality for the next 50 years.



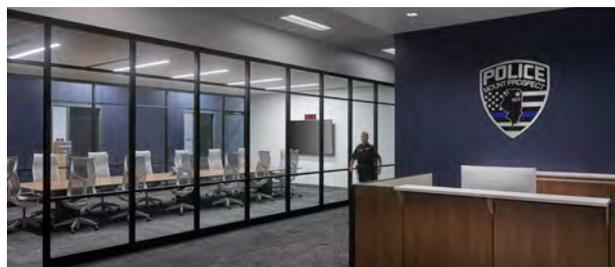
SPECIALISTS

The careers of your project team have been built in the municipal market. The knowledge and experience has been earned through FGMA's projects, including more than 600 fire stations, 250+ new police stations, and 125 new village halls.



GOOD NEIGHBORS

FGMA enhances communities by creating quality environments. This is not just a mission statement, it's our way of life. We treat every community like it is our hometown, especially the Village of Hartland.



COLLABORATORS

There's no one solution. It is our job to study an issue, collaborate with all stakeholders and present distinct options. We'll help you decide which is the right one for you.



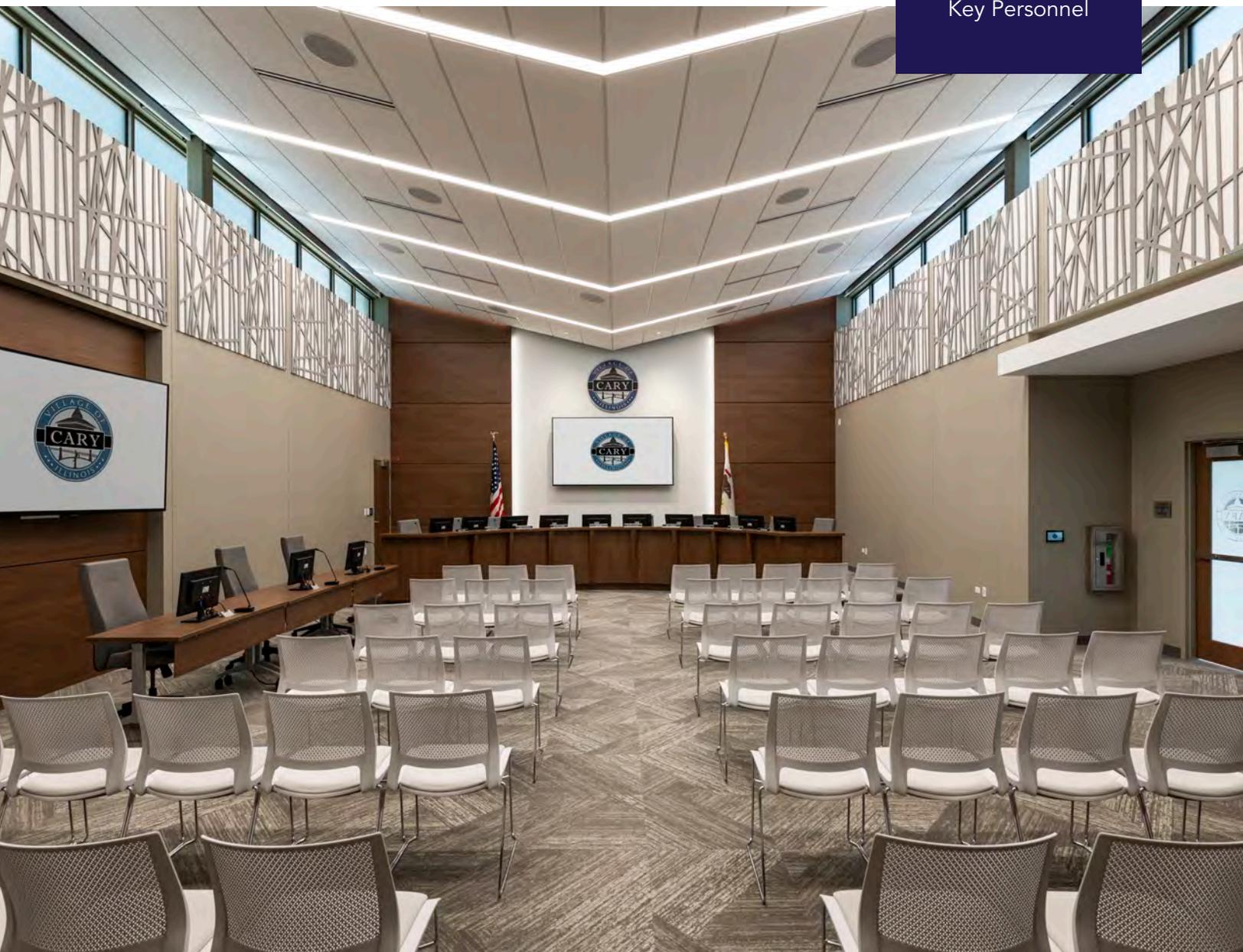
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ST. CHARLES POLICE DEPARTMENT

SECTION

2

Key Personnel





**"New Facility Designed with
Growth in Mind"**

PROJECT TEAM

FGMA has provided the Village of Hartland with a team of talented experts who will deliver your projects on time and on budget.

We offer you individuals with a proven record of experience who are committed to ensuring that your project will be of a highly distinctive quality.

FGMA has developed a Principal-led team dedicated to the Village of Hartland. We anticipate that this team will work together on all facets of your project delivery.

PROFESSIONAL STAFF

In addition to the staff proposed for this project, FGMA offers the full resources of the firm. Our team of professionals is available to support all of your projects.

PROJECT PRINCIPAL

BRIAN WRIGHT, AIA



PROJECT MANAGER / PRIMARY CONTACT

ANDREW MAYO, AIA





BRIAN WRIGHT, AIA, LEED AP

Principal & Director of Municipal & Recreation

“Designing buildings for public use is my passion.”

Brian has dedicated his career to public safety, municipal, recreational, and library projects. His expertise and knowledge of the trends and best practices in these building types provides a starting point for the programming and planning process. When combined with his client’s specific goals and objectives, Brian is able to bring a unique and successful design solution to each project.

EDUCATION

Master of Architecture
University of Illinois at Chicago | 1997

Bachelor of Science in Architectural Studies
University of Illinois at Chicago | 1996

LICENSES & CERTIFICATIONS

Architect | Wisconsin, Texas, Illinois, & Missouri
2019, 2017, 2009, 2015

MEMBERSHIPS

- American Institute of Architects
- Wisconsin Chiefs of Police Association
- Wisconsin State Fire Chiefs Association
- Wisconsin City Managers Association
- U.S. Green Building Council
- Illinois City/County Management Association
- International Association of Chiefs of Police
- Missouri Municipal League
- Missouri Police Chiefs Association
- AIA Northeast Illinois Board of Directors

PROJECT ROLE

Principal-in-Charge

EXPERIENCE

VILLAGE OF SLINGER, WI
Village Facilities Expansion *STUDY*

CITY OF MONONA, WI
Public Safety Building
FEASIBILITY STUDY

CITY OF OCONOMOWOC, WI
Public Safety Facility *NEW*

TOWN OF LEDGEVIEW, WI
Town Hall & Fire Station No. 1
FEASIBILITY STUDY
Town Hall & Fire Station No. 1
NEW

CITY OF RACINE, WI
Police Department and Fire
Department Programming *STUDY*

KENOSHA JOINT SERVICES, WI
Shooting Range *RENOVATION*
Evidence Room *RENOVATION*

CITY OF OSHKOSH, WI
City Hall *STUDY*
Police Station
FEASIBILITY & SPACE NEEDS STUDY

NEENAH POLICE DEPARTMENT, WI
Police Department Addition
BUDGET ANALYSIS
Police Training Center *ADDITION*

VILLAGE OF CARY, IL
Village Hall and Police *STUDY*

CITY OF EDWARDSVILLE, IL
Public Safety Facility (PD/FD)
SPACE NEEDS STUDY
Public Safety Facility (PD/FD) *NEW*

ELK GROVE VILLAGE, IL
Administration & Public Safety
Complex (VH/PD/FD)
NEW & RENOVATION
Council Chambers *RENOVATION*
Village Green *RENOVATION*

CITY OF FARMINGTON, MO
Library, City Hall, Police Station,
Civic Center, Senior Center, &
Aquatic Center *FEASIBILITY STUDY*

VILLAGE OF LAKEMOOR, IL
Village Hall/Police Station
SPACE NEEDS STUDY
Village Hall/Police Station *NEW*

CITY OF WOODRIDGE, IL
Police/Public Works
SPACE NEEDS STUDY

CITY OF VICTORIA, TX
Police and Municipal
SPACE NEEDS STUDY
Main Street Program *RENOVATION*

CITY OF LINCOLN, IL
Fire Department/Police
Department *MASTER PLAN*
City Hall & Police Department
CONCEPTUAL PLANNING STUDY
Police Department *ADAPTIVE REUSE*

**Project completed while Brian was affiliated with another firm.*

VILLAGE OF TOWER LAKES, IL
Village Hall & Police Station
SPACE NEEDS STUDY

CITY OF VICTORIA, TX
Police, Courts, and Municipal
SPACE NEEDS STUDY

VILLAGE OF NEW BADEN, IL
Village Hall Masonry and Roof *STUDY*

VILLAGE OF WHEELING, IL
Village Hall *NEW*

ELK GROVE VILLAGE, IL
Village Admin & Public Safety *NEW*

CITY OF BUDA, TX
Visitor's Center *ADAPTIVE REUSE*

BARTLETT FPD, IL
Station No. 2 *RENOVATION*

CITY OF CAPE GIRARDEAU, MO
Station No. 4 *NEW*

CARY FPD, IL
Station No. 2 *NEW*
Station No. 1 Locker Room & Office
RENOVATION

**CENTRAL COUNTY
FIRE & RESCUE, MO**
Admin/House No. 1 *MASTER PLAN*
Admin/House No. 1 *RENOVATION*
House No. 5 Training Building *NEW*
House No. 5 Training Site *NEW*

CLARENDON HILLS FD, IL
Department *SPACE NEEDS ANALYSIS*

CITY OF EDWARDSVILLE, IL
SIUE Station *MASTER PLAN*
SIUE Station *NEW*

GLEN CARBON FPD, IL
Station No. 1 *NEW*

LAKE VILLA FPD, IL
Station No. 2 *ADDITION & RENOVATION*

LEDGEVIEW FPD, WI
Station No. 1 *RENOVATION*

METRO WEST FPD, MO
House No. 2 *SPACE NEEDS STUDY*
House No. 2 *ADDITION & RENOVATION*

**NORTH JEFFERSON COUNTY
AMBULANCE DISTRICT, MO**
House No. 1 *MASTER PLANNING*
House No. 2 *NEW*

SPANISH LAKE FPD, MO
Station No. 1 *SCOPE DEVELOPMENT*
Station No. 1 *ADDITION & RENOVATION*

SULLIVAN FPD, MO
Stations 1–5 *SPACE NEEDS STUDY*

WENTZVILLE FPD, MO
HQ/Admin Station *NEW*
Station No. 2 *NEW*
Station No. 4 *NEW*
Station No. 5 *NEW*
District Wide *PRE-REFERENDUM SERVICES*

CITY OF AUSTIN, TX
Police HQ *SPACE NEEDS STUDY*

VILLAGE OF BENSENVILLE, IL
Police Station
FEASIBILITY & SPACE NEEDS STUDY
Police Station *NEW*

CITY OF CAPE GIRARDEAU, MO
Police Station *SPACE NEEDS STUDY*

CITY OF EFFINGHAM, IL
Police *SPACE NEEDS STUDY*
Police, 911 Dispatch Center &
Emergency Operations Center *STUDY*
Police, 911 Dispatch Center &
Emergency Operations Center *NEW*

CITY OF FARMINGTON, MO
Police Station *FEASIBILITY STUDY*
Police Station *RENOVATION*

VILLAGE OF GLEN CARBON, IL
Police PSAP *RENOVATION*

VILLAGE OF GLENDALE HEIGHTS, IL
Police Station *NEW*

VILLAGE OF HOFFMAN ESTATES, IL
Police Station *SITE & COST STUDY*
Police Station *NEW*

LAKE COUNTY, IL
Lake County Consolidated Public
Safety Facility *NEW*

CITY OF LINCOLN, MO
Police Station *NEW*

VILLAGE OF NEW LENOX, IL
Police Station *NEW*

VILLAGE OF PALATINE, IL
Police Station *NEW*

**ST. FRANCOIS AND
STE. GENEVIEVE COUNTIES**
Joint 911 Communications Center
NEW

VILLAGE OF STREAMWOOD, IL
Police Station *SPACE NEEDS STUDY*
Police Station *NEW*

VILLAGE OF WOODRIDGE, IL
Police Station with 911
Communication Center
EXPANSION/RENOVATION DESIGN

KENOSHA JOINT SERVICES, WI
Shooting Range *NEW*

VILLAGE OF BENSENVILLE, IL
Police Station with Firing Range
NEW & ADAPTIVE REUSE

ELK GROVE VILLAGE, IL
Administration & Public Safety
Complex (VH/PD/FD) with
Firing Range *NEW & RENOVATION*

VILLAGE OF GLENDALE HEIGHTS, IL
Police Station with Firing Range *NEW*

VILLAGE OF HOFFMAN ESTATES, IL
Police Station with Firing Range *NEW*

VILLAGE OF PALATINE, IL
Police Station with Firing Range *NEW*

VILLAGE OF STREAMWOOD, IL
Police Station with Firing Range *NEW*

CITY OF EDWARDSVILLE, IL
Public Safety Facility & 911
Dispatch Center *NEW*

CITY OF EFFINGHAM, IL
Police, 911 Dispatch Center &
Emergency Operations Center *STUDY*
Police, 911 Dispatch Center &
Emergency Operations Center *NEW*

CITY OF FARMINGTON, MO
Police Station & 911
Dispatch Center *FEASIBILITY STUDY*
Police Station & 911
Dispatch Center *RENOVATION*

VILLAGE OF GLEN CARBON, IL
Police 911 Dispatch Center
RENOVATION

VILLAGE OF GLENDALE HEIGHTS, IL
Police Station & 911
Dispatch Center *NEW*

**ST. FRANCOIS AND STE. GENEVIEVE
COUNTIES, MO**
Joint 911 Communications Center
NEW



ANDREW MAYO, AIA

Senior Associate

“Happy clients in new spaces—it’s why I love architecture.”

Andrew will be the primary day-to-day contact. He is responsible for overall coordination of the design team from the kick-off meeting to final completion. His primary responsibilities involve setting project goals, developing the design through the drawings and specifications and coordinating the work of FGMA’s consultants.

EDUCATION

B. Arch Boston Architectural College | 2007

LICENSES & CERTIFICATIONS

Architect | Wisconsin | 2017

MEMBERSHIPS

American Institute of Architects

Wisconsin City / County Managers Association

League of Wisconsin Municipalities

Construction Owners Association of America
American Institute of Architects

Wisconsin Chiefs of Police Association

Wisconsin State Fire Chiefs Association

**Project completed while Andrew was affiliated with another firm.*

PROJECT ROLE

Project Manager

EXPERIENCE

VILLAGE OF SLINGER, WI

Village Facilities Expansion *STUDY*

CITY OF MONONA, WI

Public Safety Building
FEASIBILITY STUDY

CITY OF OCONOMOWOC, WI

Police Station *ADAPTIVE REUSE*

CITY OF ALTOONA, WI

Police, Fire, City Hall, Library,
Public Works & Parks *STUDY*

VILLAGE OF COTTAGE GROVE, WI

Village Hall, Police, Parks, Public
Works Facility *STUDY*

VILLAGE OF CALEDONIA, WI

Police & New Fire *STUDY*

CITY OF WAUWATOSA, WI

Police Department *RENOVATION*
Wauwatosa FD *STUDY*

CITY OF OSHKOSH, WI

City Hall *SPACE NEEDS ANALYSIS*
Police Station
SPACE NEEDS ANALYSIS
Fire Training Facility *STUDY*

CITY OF BARABOO, WI*

Police Station & City Hall *NEW*

LAKE VILLA FPD, IL

Station No. 2 *RENOVATION*

CITY OF RACINE, WI

Community-Oriented
Police Substation *STUDY*
Public Safety Building (PD/FD)
SPACE NEEDS STUDY

KENOSHA COUNTY, WI

Kenosha Joint Services, WI Public
Safety Building *INTERIOR BUILDOUT**
Kenosha Joint Services, WI Fleet
Maintenance Building
*ADAPTIVE REUSE**
Shooting Range
Kenosha Joint Services Evidence
RENOVATION

CITY OF NEENAH, WI

Police Training Facility *NEW*

DOOR COUNTY, WI*

ADRC Senior Center *ADAPTIVE REUSE*
County EMS Garage *ADDITION*

CITY OF MARSHFIELD, WI*

2nd Street Community Center
RENOVATION

CITY OF MUSKEGO, WI*

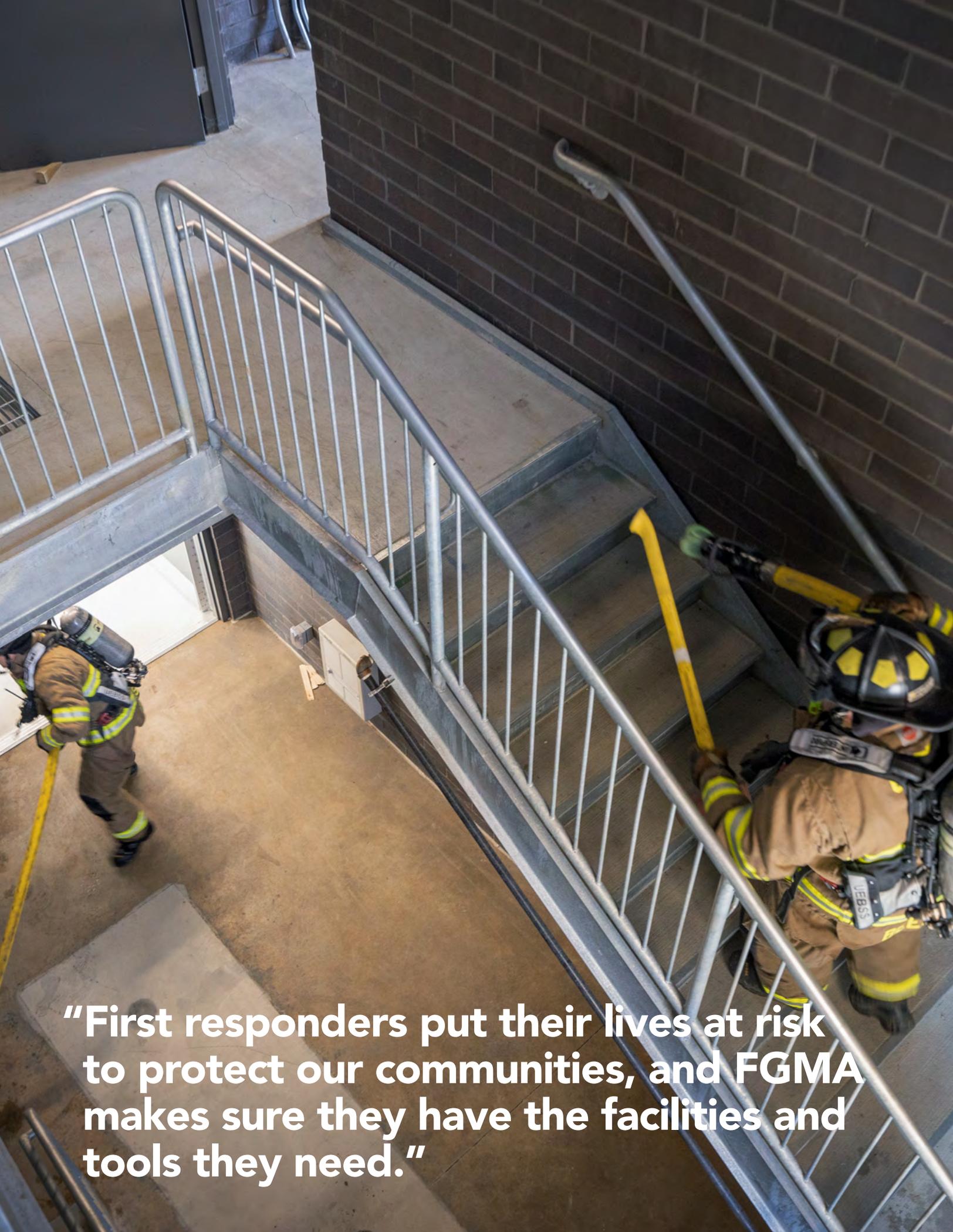
City Hall *ADDITION*
Police Department *NEW*

SECTION

3

Firm Capabilities





"First responders put their lives at risk to protect our communities, and FGMA makes sure they have the facilities and tools they need."



SELECT FGMA MUNICIPAL CLIENTS (POLICE, FIRE, VILLAGE HALL & PUBLIC WORKS)

WISCONSIN

City of Altoona
 City of Cudahy
 City of Oconomowoc
 City of Oshkosh
 City of Kenosha
 City of Racine
 City of Monona
 City of Neenah
 City of Wauwatosa
 County of Kenosha
 Town of Ledgeview
 Village of Caledonia
 Village of Cottage Grove
 Village of Fontana
 Village of Shorewood
 Village of Slinger

ILLINOIS

Arlington Heights PD City of
 Country Club Hills
 City of Channahon
 City of Countryside
 City of Des Plaines
 City of Evanston
 City of Greenville
 City of McHenry
 City of Peoria
 City of Prospect Heights
 Cook County Sheriff's
 Department
 DuPage County Division of
 Transportation
 East Joliet FPD

Elmwood FPD
 Glenview PD
 Greater Round Lake FPD
 Hanover Township
 Hoffman Estates PD
 Lake County
 Lindenhurst Park District
 Palos FPD
 Roxana PD
 Streamwood PD
 St. Charles PD
 Village of Addison
 Village of Bloomingdale
 Village of Broadview
 Village of Cary
 Village of Downers Grove
 Village of East Dundee
 Village of Fox River Grove
 Village of Harwood Heights
 Village of Homewood
 Village of Itasca
 Village of Kildeer
 Village of Lake in the Hills
 Village of Libertyville
 Village of Lincolnwood
 Village of Morton Grove
 Village of Mt Prospect
 Village of New Baden
 Village of Olympia Fields
 Village of Palatine
 Village of River Forest
 Village of Rosemont
 Village of Roxana

Village of Streamwood
 Village of Wheeling
 Village of Woodridge

MISSOURI

City of Cape Girardeau
 City of Crestwood
 City of Farmington
 County of Franklin
 County of Ste. Genevieve
 City of Fredericktown
 City of Kinloch
 City of Sedalia
 County of St. Francois
 City of St. Louis
 City of St. Peters
 City of Troy

TEXAS

City of Austin
 City of Elgin
 City of Hutto
 City of Victoria

MINNESOTA

Duluth PD

ARKANSAS

Bella Vista Public Safety

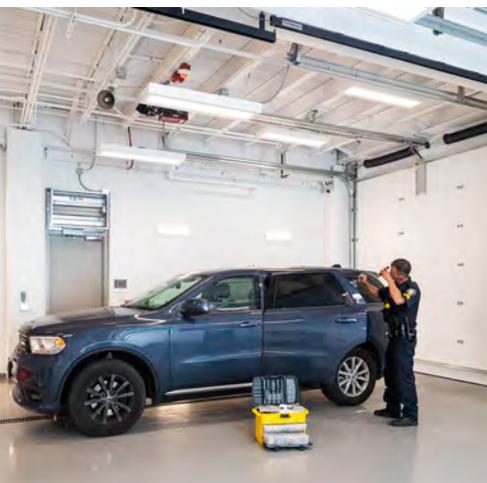
ARIZONA

Mesa PD



Municipal design is unique in its power to define a community.

FGMA believes municipal architecture should command a presence and project a compelling image in your community. We understand that working with local government involves balancing the interests of elected officials with the needs of municipal staff and the demands of a community that may question the need to spend tax dollars on a capital project.





A municipal structure can not only reduce operational costs through functional efficiencies, it can also anchor a community, provide a unique gathering space and help attract the best and the brightest talent. FGMA helps our clients communicate to all stakeholders the long-term benefits of a well-executed civic capital project.



FGMA serves as a trusted advisor to evaluate where your facilities are today and provide solutions to ultimately take your operation to the next level of excellence.



APPROACH TO SPACE NEEDS ASSESSMENT

Collaboration

Our Team works with you from the planning phase through contract completion. These services are organized according to the following phases:

Phase 1



SPACE NEEDS ASSESSMENT AND REVIEW

- Pre-meeting Preparation
- Project Kick-Off Meeting
- Interviews with key Village & Department staff
- Develop/review space needs for each Village Department

Phase 2



EVALUATE OPTIONS

- Site Analysis
- Develop diagram solution options
- Develop budgets for options
- Study presented to Village Board

Phase 1

SPACE NEEDS ASSESSMENT AND FACILITY ANALYSIS



This initial phase of work will determine the types and amount of spaces that will be required by the new office facility to operate effectively.

PRE-MEETING PREPARATION

We will have initial discussions with key Staff to discuss the operations of current facilities. During the pre-meeting preparation, FGMA's in-house team of facility design experts will review any pertinent documentation including organizational charts, standard operational procedures, existing building plans, proposed building plans, maintenance records, past studies, etc.

PROJECT KICK-OFF MEETING

We begin every project with a Kick-Off Meeting to establish the project goals by which the Village will measure the project's success upon completion. To produce an effective analysis, FGMA believes that we must delve into key desires and concerns for the analysis. At the Kick-Off Meeting we:

- Introduce the team and their roles
- Develop the study goals
- Identify questions to be answered in Phase I
- Discuss the Village's and Architect's preferred communication
- Identify members of Village staff who will be interviewed by the design team
- Confirm the initial project schedule
- Set a date/frequency for update meetings to keep the project moving at an enthusiastic and appropriate pace

DELIVERABLES

- Written Project Goal Statement
- Written questions that must be answered by the study
- Project Team Directory
- Project Schedule

REVIEW OF SPACE NEEDS INFORMATION

Our team specializes in working with Municipalities; therefore, we understand and speak their language. We are skilled at engaging even the staunchest staff member which truly aids our ability to determine actual space needs versus wants.

The design team will meet with key Village staff within each Department to better understand operations. During these interviews, we will focus on the shortcomings of the current facility that affect operations. We will discuss programming needs and spatial analysis, taking into consideration working environments, technology, current trends in remote work, and maintenance.

During our review, we will ask questions about:

- Future Planning & Growth Projections
- Functionality
- Security
- Spatial Relationships and Adjacencies
- Workspace Furnishings
- Equipment and Storage Needs
- Parking and Other Site Requirements

Time spent in interviews will discuss future changes, current challenges and functional issues. We use our experience to suggest solutions and potential methods to allow the staff to function more efficiently.

During this phase of work, FGMA also spends time observing how the Village's facilities

function. We have found through conducting many assessments that we can find ways to increase operational efficiencies by observing with a “fresh eye.”

PROGRAM DEVELOPMENT

FGMA will prepare a draft Program Statement detailing current and future space needs requirements for all Village Departments.

The Program Statement is reviewed with designated representatives to make certain we correctly understood all the information obtained during the interviews. The draft Program is then refined to incorporate requested changes or additions. It is very important that we get the “recipe” for the space needs correct as the Program is the most important starting point for getting the project right.

DELIVERABLES

- Building Program (spreadsheet) for all the following departments:
 - Village Hall
 - Police
 - Fire

Phase 2

EVALUATE OPTIONS



This second phase will review the potential solutions for any current or future space needs deficiencies found in Phase 1.

Our team has great experience providing this type of analysis for Municipal clients. Our approach for this phase is as follows:

SITE ANALYSIS

We will use our expertise in Municipal Facilities to review best options for site circulation, ingress and egress. This will allow us to make sound decisions when locating the

building concept design on the site. As we work through this exercise, our site plan will take shape.

REVIEW OPTIONS AND SOLUTIONS

With a thorough understanding of the Village’s space needs, FGMA will develop conceptual solutions on how to address the needs of each department’s current and future needs (immediate, 10 year and 20 year).

Initial explorations will be performed in the form of plan sketches. This work is performed interactively with significant input from staff. For each option explored, a simple “square foot” conceptual budget will be developed to identify the potential difference in magnitude of costs which must be considered in any solution.

We anticipate a series of several meetings between the design team and the Village to thoroughly evaluate all the potential options.





Once the initial concept plans are narrowed down, FGMA will further develop selected option(s) with conceptual floor plans and other drawings as necessary to convey the intent of the option. The conceptual plans will be diagrammatic in nature and illustrate where each department will be located.

For the further developed options, our team will utilize all information generated and will provide a square foot cost construction estimate and total project budget which includes site and building construction costs, furniture, fixtures and equipment costs, fees and other soft costs.

Our team understands the importance for an accurate, all-inclusive project budget that the Village can rely upon as a reasonably anticipated (\pm) budget for the project as it will be used to secure funding. With our extensive experience in the design and construction of Village facilities locally, we have amassed an extensive knowledge base of construction costs. In addition, we monitor global economic conditions, forecasting what may affect the cost of a facility in the future. Our experience and understanding of facility costs will help the Village to make informed choices on how to best move forward.

DELIVERABLES

- Conceptual Site and Floor Plan Drawings (department / division level diagrams)
- Budgets for each option developed



FINAL REPORT AND PRESENTATION TO VILLAGE BOARD

From information gathered and generated, we will prepare a summary report that will detail our methodology, findings and recommendations. Our team's philosophy for studies includes preparation of a clear, concise and easy to understand report. The report will contain an executive summary, a synopsis of all options studied, budgets and recommendations. We will develop a draft report for the Village to review and then incorporate any changes requested.

Our team will make a presentation to the Village Board to discuss the findings of the assessment.

FINAL DELIVERABLES

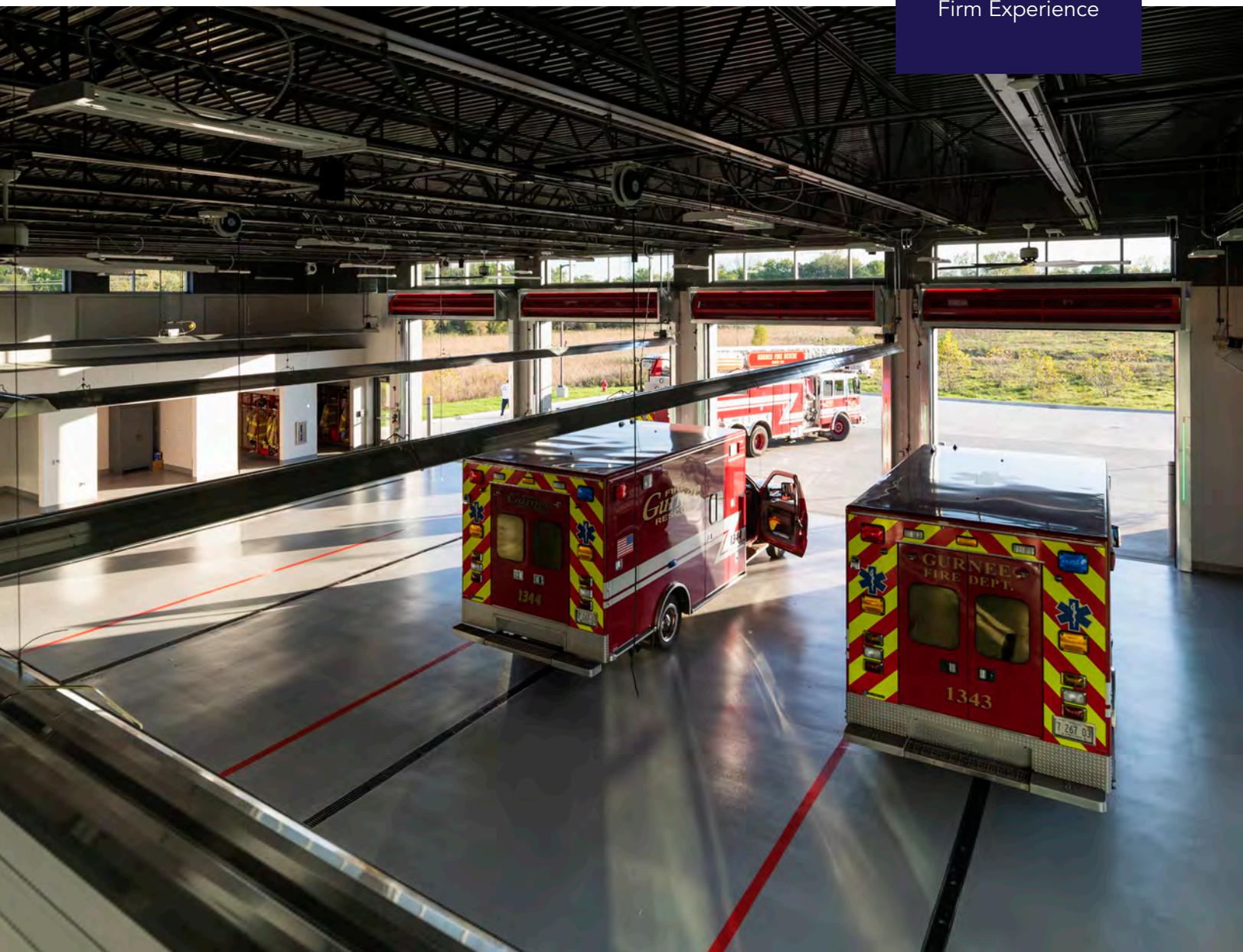
- Space Needs Analysis Report
- Site & Floor Plan Concept Options
- Budgets for each option developed
- Final Presentation



SECTION

4

Firm Experience





“FGMA believes municipal architecture should command a presence and project a compelling image in your community.”

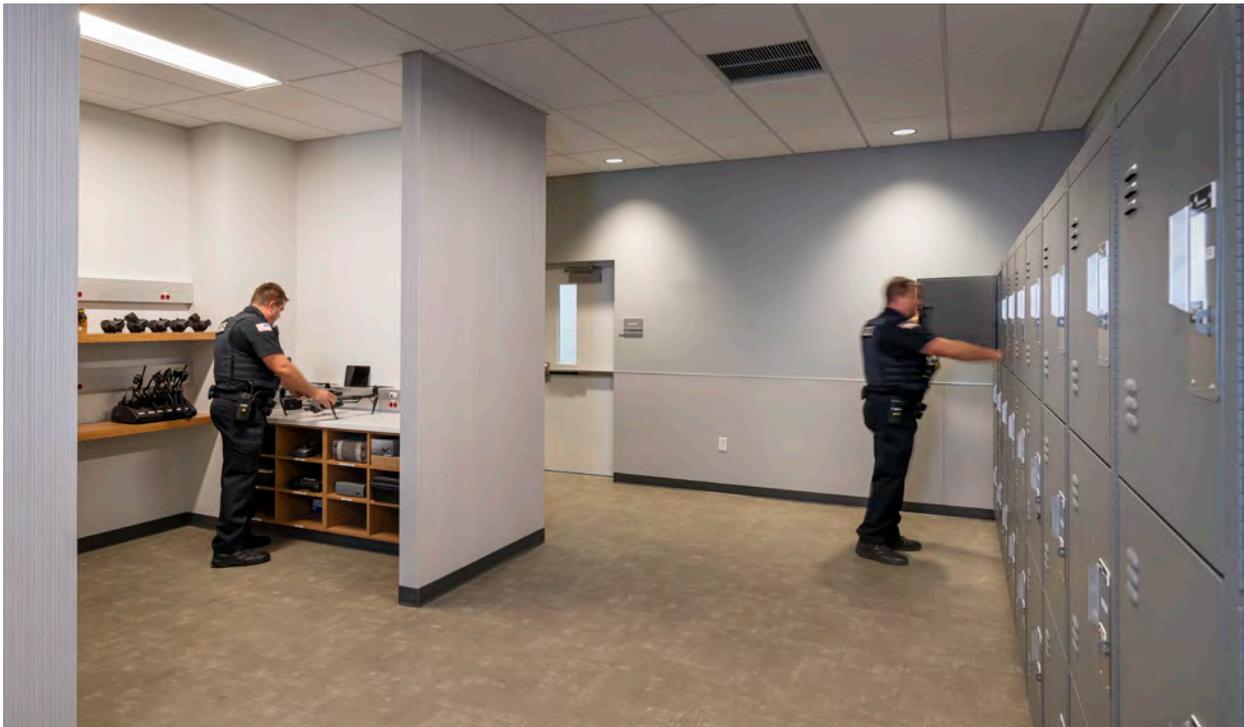
PROJECT EXPERIENCE

The greatest benefit the FGMA team can bring to Village of Hartland is to ensure that your needs are translated into reality.

Our experience brings value to your project. We provide quality design that responds to the functional and aesthetic requirements of each project. We consistently deliver projects that are reflective of the high level of energy and creativity of our team.

We have the leadership expertise to oversee the schedule, budget, communication and management issues involved in projects.

The projects we have highlighted on the following pages are just a few of the solutions FGMA has provided to our clients to meet their special and unique needs.





CLIENT
City of Oconomowoc

SIZE
40,000 sf

COMPLETED
11/2020

PROJECT COST
\$11.7M (e) \$10.8M (a)

DELIVERY METHOD
General Contractor

PROJECT TYPE
Adaptive Reuse

KEY TEAM MEMBERS
B. Wright
A. Mayo

REFERENCE
Mr. Jim Pfister
Chief of Police
262.569.2184
jpfister@oconomowoc-wi.gov

Former Grocery Store Turned Police and EOC

ADAPTIVE REUSE POLICE FACILITY AND EOC

ADAPTIVE REUSE This former grocery store is being transformed into a police facility and Emergency Operations Center, which will move from its current 4,000 sf location in City Hall to a 40,000 sf space it will share with municipal courts serving 17 local jurisdictions.

Project Features

- Space Needs Analysis and Master Plan
- Renovation/Addition
- Adaptive Reuse
- Shared Facility

To control costs, the design reuses the existing building shell. A canopy, new exterior columns and identity signage on the façade rebrand the building. Windows to maximize daylight in the building are being inserted in the existing side masonry walls.

MODERN POLICING The main entry is enhanced with a secure vestibule. From the lobby, there is an entrance for the court—for ease of access to visitors—and an enhanced-security entrance for police personnel.

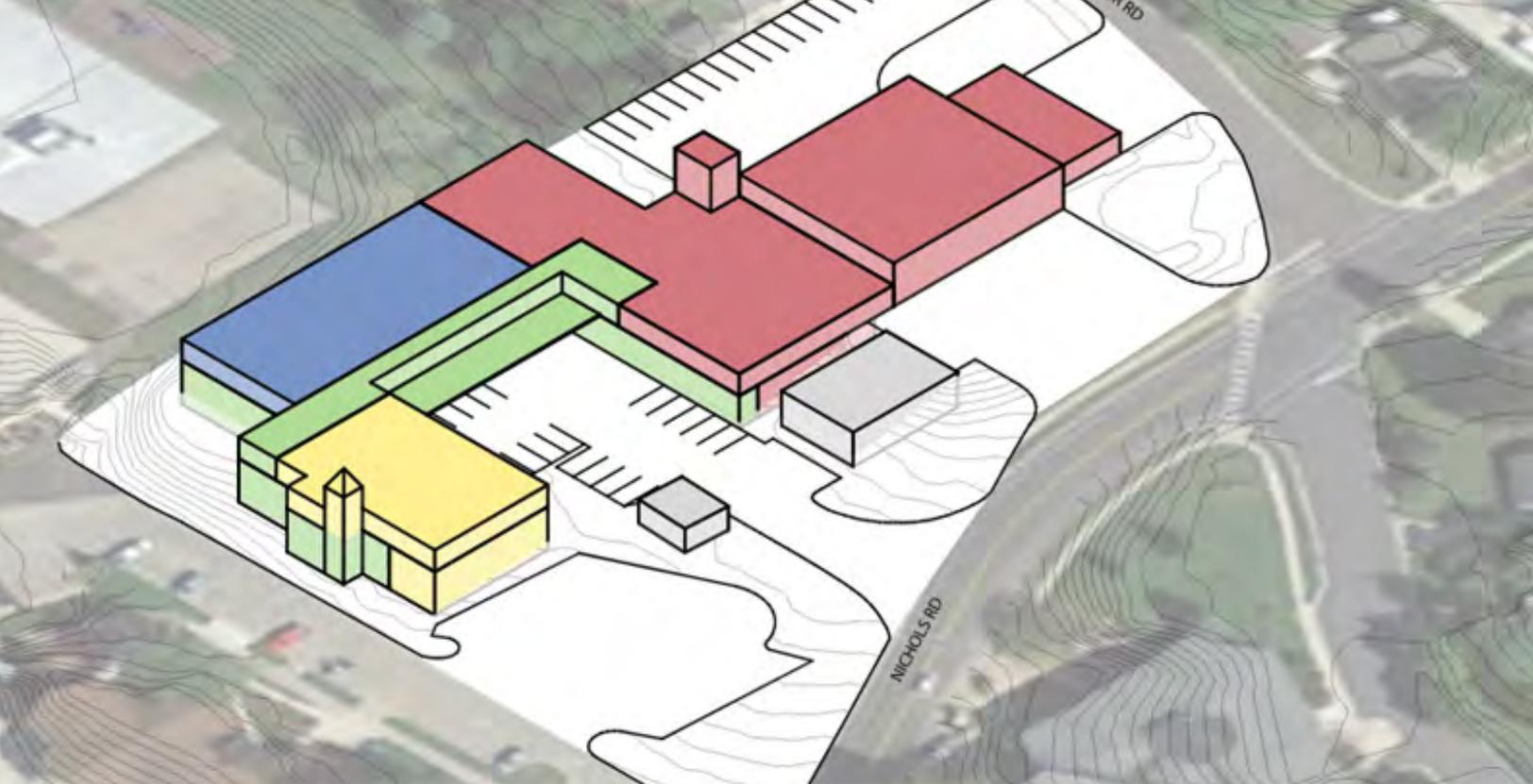


The public area includes a room for citizen reports and a multi-purpose room for training, meetings and community use. The floor plan of the station is designed to support state-of-the-art police functions, including lock-up, evidence processing/storage and hard/soft interview rooms. Open space work areas for the patrol and investigative divisions foster increased communication and collaboration. Finishes and materials, including carpets and furniture, throughout were selected for durability as well as to provide a sense of calm and order.

The back of the station includes space for indoor police vehicle parking (yielding long-term tax dollar savings) as well as a secure sally port for safe transfer of detainees.

COMMUNITY BENEFIT Police and court personnel as well as citizens of Oconomowoc and surrounding communities will be the beneficiaries of this creative, economical renovation that demonstrates the power of repurposing existing assets for today's and future needs.





CLIENT
City of Monona

SIZE
Study Only

COMPLETED
(a) 3/2022

PROJECT COST
Study

DELIVERY METHOD
N/A

PROJECT TYPE
Space Needs Analysis
Site Feasibility Analysis

KEY TEAM MEMBERS
A. Mayo
B. Wright

REFERENCE
Marc Houtakker
Interim City Administrator
608.222.2525
MHoutakker@ci.monona.wi.us

City Plans to Modernize Existing Campus

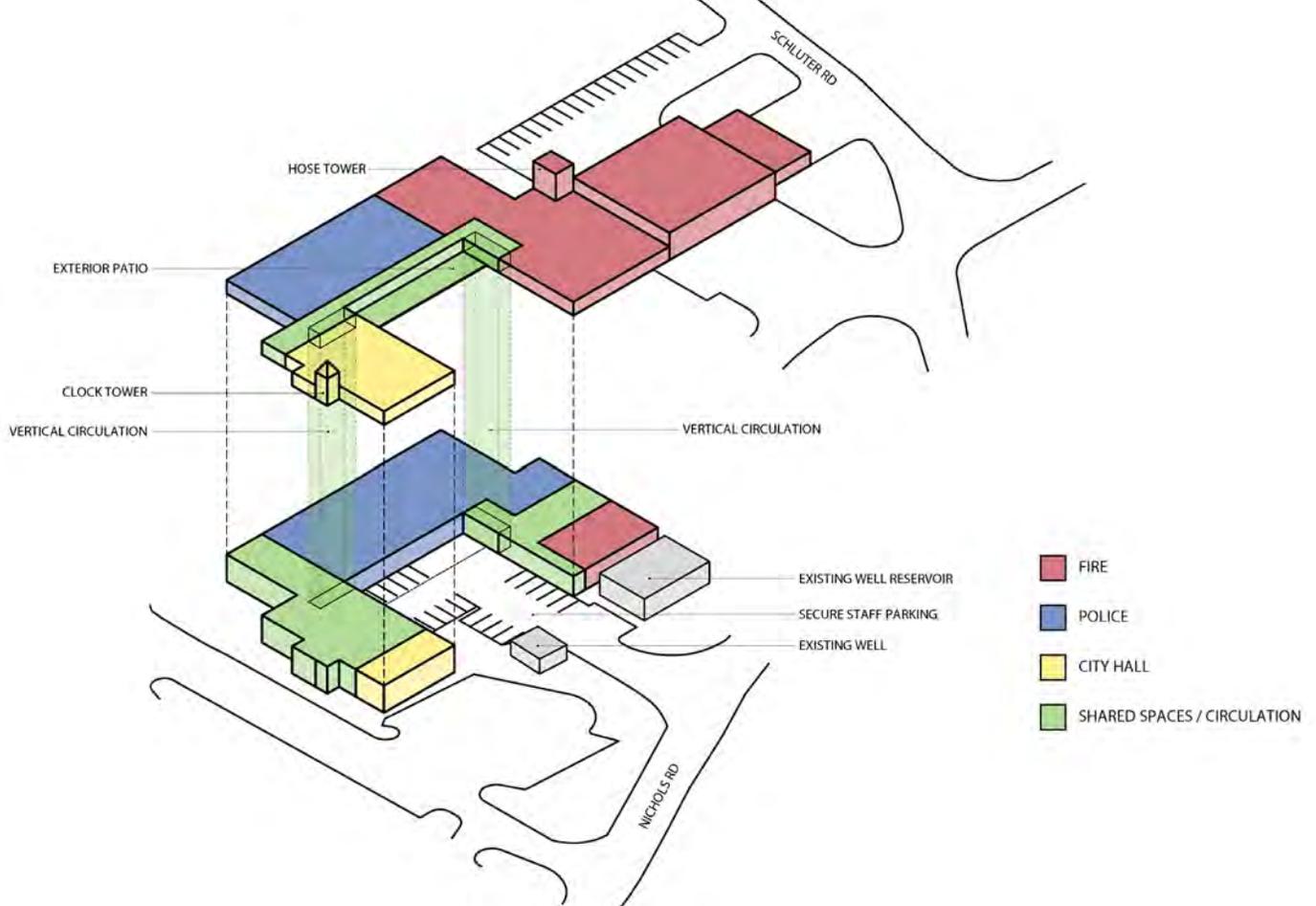
SPACE NEEDS ASSESSMENT AND SITE FEASIBILITY ANALYSIS

After a decade of studying their municipal facility needs, the City of Monona hired FGMA to provide a future space needs assessment and site feasibility analysis. Being landlocked with limited available parcels, the city decided to investigate the viability of building modern, purpose-built facilities on its existing campus.

The existing 1.9 acre site proved challenging. There are many obstacles the design team had to work with: an existing municipal water well and reservoir tank, a leased cell tower, and challenging topography - a 20 foot drop from one side to the other. Despite all of these challenges, FGMA was able to work with city staff and find a solution that met all of the city's goals from the outset of the study.

Project Features

- Space Needs Analysis and Master Plan
- Capital Plan Recommendations
- Multiple Municipal Facilities
- Referendum Planning



The selected concept provides a future home for City Hall, Police Department, and Fire & EMS Department. The planned phasing of the project will allow each of these departments to maintain operation through construction with limited interruption.

In order to help reduce cost, as well as meet project sustainability goals; the City selected the concept that makes best use of their existing facility. The project calls for building additions for City Hall, Police Department, and Fire Department apparatus bays. The Fire Department's administrative spaces, living quarters, fitness center, and locker rooms will be housed in the existing City Hall & Police Department building once renovation work is complete.

The City plans to seek community support for funding the project through an advisory referendum in Spring 2023. FGMA will work closely with the City throughout this process.



CLIENT
Village of Caledonia

SIZE
58,640 sf

COMPLETED
10/2023 (e)

PROJECT COST
\$24M (e) \$24M (a)

DELIVERY METHOD
CMAR

PROJECT TYPE
New
SNA

KEY TEAM MEMBERS
A. Mayo

REFERENCE
Mr. Christopher Botsch
Police Chief
262.835.4423
cbotsch@caledonia-wi.gov

Mr. Jeff Henningfeld
Fire Chief
262.835.2050
bcjhenningfeld@caledonia-wi.gov

Village Invests in the Future with Purpose Built Facility

PUBLIC SAFETY BUILDING

Design is underway for the Village of Caledonia's new Public Safety Building that will house the combined Headquarters for the Police and Fire Departments. Based on FGMA's 2021 space needs analysis, the Village Board approved a conceptual plan and budget for this facility that will break ground in fall 2022.

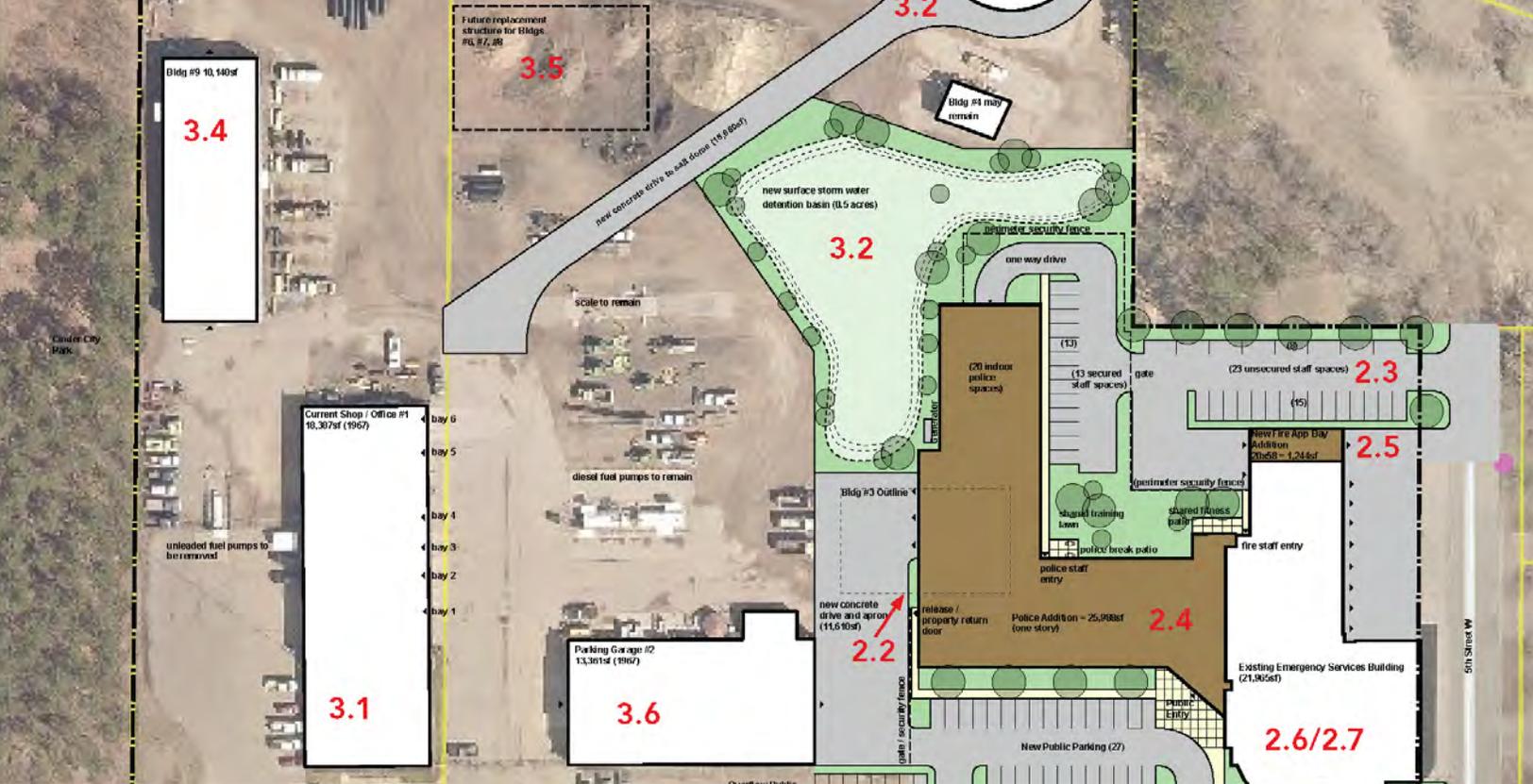
An outmoded, crowded police facility compelled the need for Caledonia's Public Safety Building which will be located adjacent to the Village Hall. FGMA's space needs analysis was informed by extensive input from Village, Police and Fire personnel.

The Police and Fire Departments will occupy distinct, secure facilities. Police will have dedicated staff headquarters, training spaces, public community space, forensics and evidence areas, and interview and processing vestibules. Space is allocated for a firing range, armory storage and weapons maintenance. Fire will have four double-deep apparatus bays, gear space, hose drying racks, SCBA equipment and work and living quarters. Both will share fitness facilities.

Project Features

- Space Needs Analysis
- New Construction
- Combined Police and Fire Departments





CLIENT
City of Altoona

SIZE
Multiple Projects

COMPLETED
06/2021

PROJECT COST
N/A (Study Only)

DELIVERY METHOD
Study

PROJECT TYPE
Space Needs Analysis

KEY TEAM MEMBERS
A. Mayo

REFERENCE
Mr. Michael Golat
City Administrator
715.839.6092
michaalg@ci.altoona.wi.us

Meeting a Growing Community's Needs

SPACE NEEDS ANALYSIS

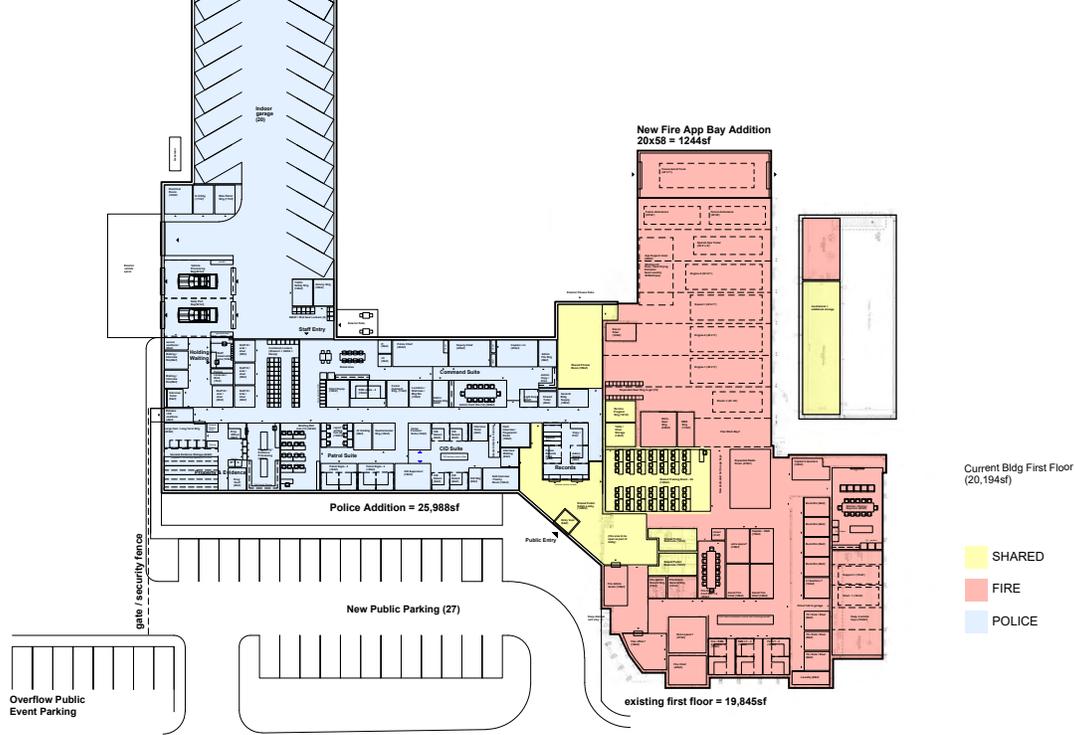
In 2020, the City of Altoona selected FGMA to lead a comprehensive Space Needs Analysis (SNA) of its local government facilities. Altoona is one of the fastest growing cities in Wisconsin with a 21% population increase in the last decade.

To meet increasing service demands, the City has added staff, straining the available space in its existing facilities. FGMA's SNA is helping Altoona leaders prioritize their needs with a Capital Improvement Plan to address existing deficiencies and meet the future needs of City Departments.

FGMA's team, including engineers, reviewed 8 different municipal structures that currently house Altoona's city hall, library, police, fire, parks and recreation and public works departments. These buildings total over 81,000 sf and support 40 full-time employees. FGMA performed a facility condition assessment for each building which helped guide the Capital Improvement Plan recommendations.

Project Features

- Space Needs Analysis and Master Plan
- Capital Plan Recommendations
- Multiple Municipal Facilities



20 YEAR PLAN DIAGRAM

The Capital Improvement Plan prioritizes projects that are needed immediately and in 5-year, 10-year and 20-year increments. It provides a strategic roadmap for expanding and/or improving facilities to meet Altoona’s needs for 20 years in buildings that are resilient and scalable with changing technology.

COVID INFLUENCES STUDY FGMA completed this project in the midst of the COVID-19 pandemic using online collaboration tools to virtually conduct productive interviews as well as goal-setting sessions and concept design reviews.

Special consideration was paid to how the pandemic might inform future city workspace needs, including the strong possibility that a hybrid workspace model may emerge that will impact the quantity of space needed in the future.

Other themes that emerged from this study include:

- A focus on sustainability
- A focus on economic development
- Creating safe, efficient, and flexible workspaces
- Creating more collaborative work environments
- Improving ADA and security infrastructure

A key feature of FGMA’s SNA and Capital Improvement Plan is reliable budget estimates for expanding and/or improving Altoona’s public facilities in a phased, prioritized manner that is both practical and achievable.



"We bring to our clients a unique understanding of the world of public safety as it exists today and will become tomorrow."

SECTION

5

References



REFERENCES

Below, please review a brief listing of FGMA's' past clients with whom we have served on recent projects. Our references are the best testament to our work.

We intend that the below provide a direct look into how we comport ourselves. At FGMA, we believe the greatest demonstration of our ability to deliver projects is the firm's long-standing relationships with our clients. We encourage you to contact the references for the following projects:



CITY OF OCONOMOWOC

Mark Frye
City Administrator
262.569.2183
mfrye@oconomowoc-wi.gov



VILLAGE OF CALEDONIA

Kathy Kasper
Village Administrator
262.835.4451
kkasper@caledonia-wi.gov



VILLAGE OF COTTAGE GROVE

Matt Giese
Village Administrator
608.839.4704
mgiese@village.cottage-grove.wi.us



We Build Community

RECORDS



SUBMITTED BY

BRIAN WRIGHT

Principal-in-Charge

brianwright@fgmarchitects.com | 414.346.7283

219 North Milwaukee Street | Suite 325
Milwaukee, Wisconsin 53202

SUBMITTED TO

CHIEF TORIN MYSKO

Chief of Police

tmisko@villageofhartland.wi.gov

210 Cottonwood Avenue
Hartland, Wisconsin 53029

fgma



Village of Hartland, WI

**Building Needs Assessment Project – Police &
Fire Departments and Village Hall Facilities**

Request for Proposal

September 26, 2022

**Kueny Architects, L.L.C.
10505 Corporate Drive, Suite 100
Pleasant Prairie, Wisconsin 53158**

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1) A - Letter of Interest

September 26, 2022

Village of Hartland Police Department
210 Cottonwood Avenue
Hartland, WI 53029

Attention:

Chief Torin Misko

Office: 262-367-2323

tmisko@villageofhartland.wi.gov



Village of Twin Lakes Village Hall

Regards: Building Needs Assessment Project

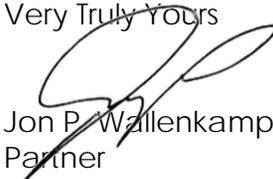
Dear Selection Team,

Thank you for the opportunity to present our architectural master planning services to the Village of Hartland Police & Fire and Village Hall. **As leaders in the field of municipal and public safety building projects, our firms, Kueny Architects, L.L.C.,** have conducted dozens of master planning engagements across the Midwest. Recently, we completed Everest Metro's Police Station Expansion Project and are currently engaged with the Village of Waunakee's Police Department and its future space needs. In Wisconsin, some of our current and past **Law Enforcement, Village Hall, and Public Works Projects** include:

Everest Metro Police Twin Lakes Village Hall Waukesha County 911 Center Village of Genoa City Police/Hall

Enclosed, you will find our response to your request for proposal to provide a site and facility masterplan of the existing and possibly new Police Station/Village Hall located at 210 Cottonwood Drive and your Fire Facility located at 150 Lawn Street, in the Village of Hartland. I'm confident our team of experienced staff and consultants can assist the Village in providing multiple planning strategies to meet the needs of your community. I encourage you to contact any of our references listed in this response and we look forward to discussing this proposal further.

Very Truly Yours


Jon P. Wallenkamp, AIA ALA,
Partner

1) B - Kueny Architects LLC, - General Information

KUENY ARCHITECTS, L.L.C.

10505 CORPORATE DRIVE – SUITE 100

PLEASANT PRAIRIE, WI 53158

PHONE: (262) 857-8101 FAX: (262) 857-8103

MEMBER OF: AMERICAN PUBLIC WORKS ASSOCIATION

PARTNERS: JON P. WALLENKAMP, AIA, ALA - Contact
Contact Email: jonw@kuenyarch.com
JOHN F. SCHMIDBAUER, PE

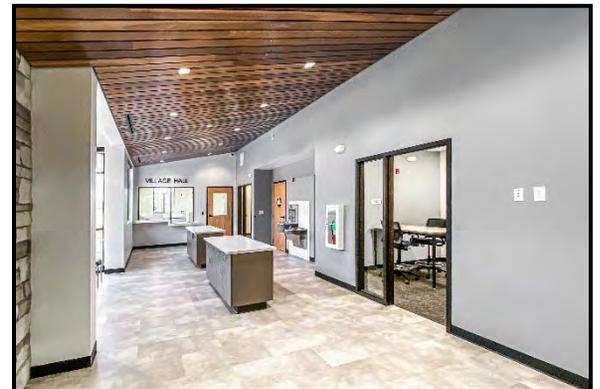
STAFF: 6 IN-HOUSE STAFF

Kueny Architects was born out of a private practice founded in 1959 by Robert M. Kueny. In 2000, Mr. Kueny established Kueny Architects, LLC so that his practice and love of architecture would continue. The current principals of the firm, Jon Wallenkamp and John Schmidbauer, had worked for Robert for over a decade at the time.

In the over six decades of existence, this office has completed hundreds of projects in and out of the Kenosha Area. We continue to follow the philosophy of the man whose name is on our door.

Good buildings are the result of personal interest, involvement, and commitment. A lifetime of work responsive to each project and the client's unique needs are witness to talent, staff, experience, and responsibility within the profession. Repeat clients verify this.

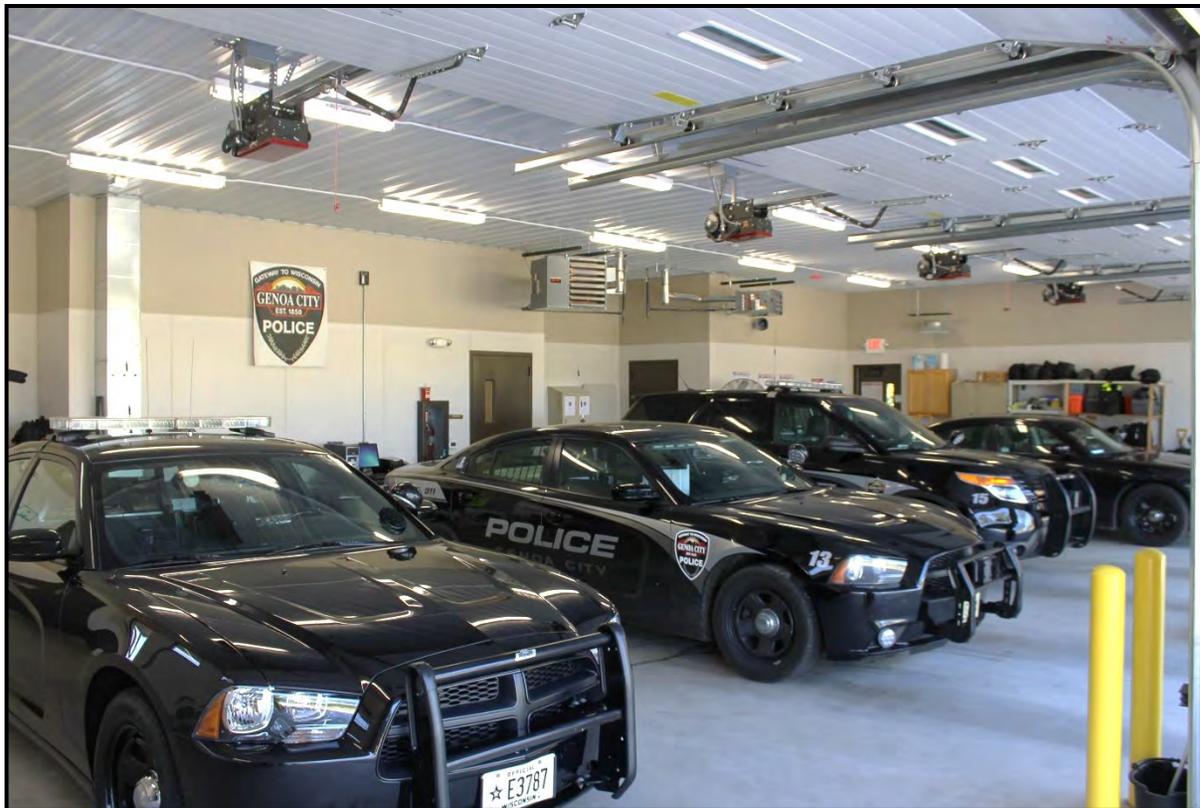
Family, associates, and friends live, work, shop and play in many of the building projects completed by this office in over six decades. Things done both right and wrong are always nearby continually providing feedback for buildings yet to come and ways to do things better.



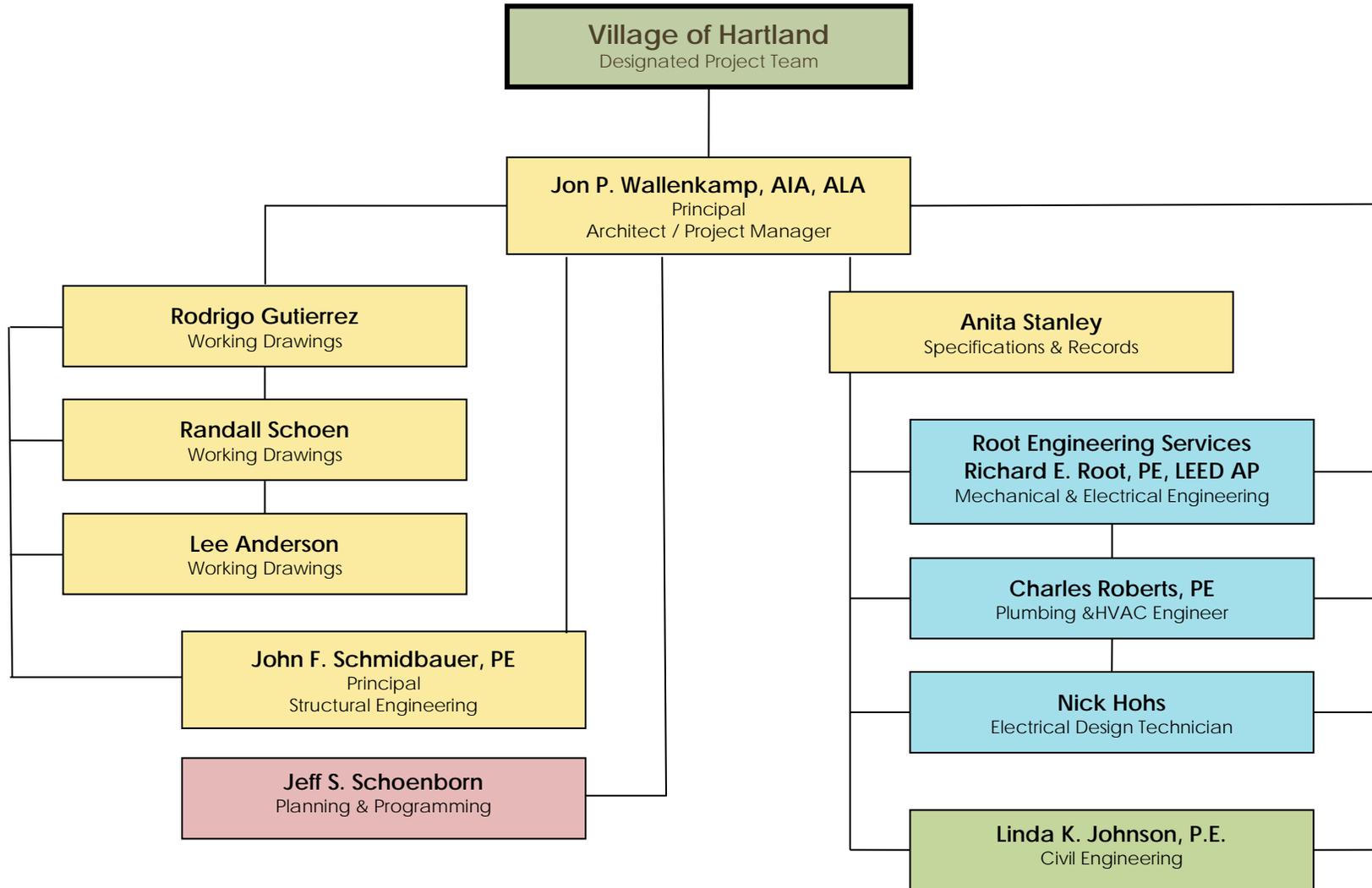
1) C - Firm Experience & Capabilities

Kueny Architects, LLC is a full service Architectural & Engineering firm located in southeastern Wisconsin. Founded in 1959 by local architect Robert M. Kueny. Kueny Architects has experience in a wide range of building types. Recently marking its 63rd year, the firm has completed over three million square feet of Government Projects across the Midwest in the last 33 years. Our specific experience with these facilities can be seen in the successful projects shown in this proposal. We approach the planning and engineering of buildings with a philosophy that has not changed for 63 years!

Our **Project Team** is led by partners, Jon Wallenkamp, architect and John Schmidbauer, engineer, who have been working together for 33 years having **successfully completed every project included in this submittal.**



2) A - Project Organizational Chart



2) B - Team Resumes – Kueny Architects, LLC Principals

Jon P. Wallenkamp, AIA, ALA, NCARB – Principal – Architect– Project Manager

Programming and Design, Working Drawings, Specifications, Construction Observation and Building Modeling

Education: B.S. Architecture – University of Wisconsin – Milwaukee
Experience: Planning Associates, Madison 1990-1991 – Intern Architect
Robert M. Kueny Architect - 1991 to 1999 – Project Manager
Kueny Architects, LLC – 2000 to present – Principal
Registration: Wisconsin, Michigan, and Illinois
Affiliations: International Code Council
Publications: “Government Fleet” Magazine – May 2011
Engagements: APWA – 2012 Wisconsin and Illinois Chapter Conferences - Lecturer
Community: Boy Scout Troop #146 – Troop Leader
City of Wauwatosa, WI Historical Society – Board Member



Relevant Project Experience: Lead Architect/Project Manager

City of Franklin – DPW & Fire Station #2 Study	Waupaca County – Larabee Facility Study	Ozaukee County Highway Facility Study
Appleton - Valley Transit Study	City of Whitewater DPW Study	Village of Pewaukee DPW Study
City of Huber Heights – DPW Study	Sun Prairie Utilities Master Plan	City of Eau Claire Public Works Study
City of Mequon Facility Planning Study	City of Iowa City Facility Master Plan	City of Wisconsin Rapids DPW Master Plan
Waukesha County Courthouse Remodel	Village of Weston Safety Building Remodel	Ozaukee County Sheriff Storage Addition
Burnett County Jail Expansion Study	Everest Metro Police Department Remodel	Kenosha County Juvenile Intake Remodel
Waukesha County – Jail Medical Area	Waukesha County Communications Addition	Kenosha County Jail – Intake Remodel
Twin Lakes Village Hall	Village of Weston Municipal Center	Washington County Government Center Remodel
Shalom Center Shelter and Pantry	Washington County – Genoa Health Pharmacy	Genoa City Village Hall and Police
Village of Pewaukee Public Works Facility	Sun Prairie Utilities Operations Center	Wauwatosa DPW Office Remodeling
City of Aurora Public Works Facility	City of Verona Public Works Facility	Portage County Highway Addition/Remodel
Village of Brown Deer DPW Facility	City of Elkhorn Public Works Facility	Ashland County Highway Addition

John F. Schmidbauer, P.E. – Principal – Engineer

Structural Engineering, Working Drawings, Specifications

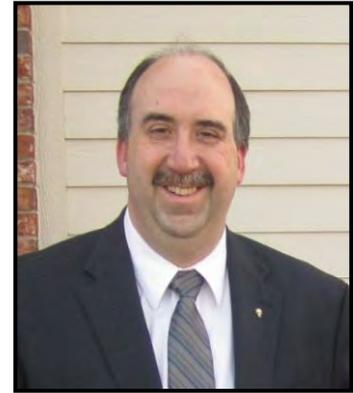
Education: B.S. Architectural Engineering – Milwaukee School of Engineering

Experience: Kapur & Associates, Milwaukee 1989-90 – Construction Surveying
Robert M. Kueny Architect – 1991 to 1999 – Project Manager
Kueny Architects, LLC – 2000 to present – Principal

Registration: Wisconsin, Indiana, Iowa, Michigan, Minnesota, Missouri, Ohio

Affiliations: International Code Council
American Concrete Institute

Community: Kenosha YMCA – Board of Directors – 2002 - present
St. Mary Catholic Church – Parish Council – 2004-2010, Trustee Secretary – 2005-2009



Relevant Project Experience: Lead Structural Engineer

City of Franklin – DPW & Fire Station #2 Study
Appleton - Valley Transit Study
City of Huber Heights – DPW Study
City of Mequon Facility Planning Study
Waukesha County Courthouse Remodel
Burnett County Jail Expansion Study
Waukesha County – Jail Medical Area
Twin Lakes Village Hall
Shalom Center Shelter and Pantry
Village of Pewaukee Public Works Facility
City of Aurora Public Works Facility
Village of Brown Deer DPW Facility

Waupaca County – Larabee Facility Study
City of Whitewater DPW Study
Sun Prairie Utilities Master Plan
City of Iowa City Facility Master Plan
Village of Weston Safety Building Remodel
Everest Metro Police Department Remodel
Waukesha County Communications Addition
Village of Weston Municipal Center
Washington County – Genoa Health Pharmacy
Sun Prairie Utilities Operations Center
City of Verona Public Works Facility
City of Elkhorn Public Works Facility

Ozaukee County Highway Facility Study
Village of Pewaukee DPW Study
City of Eau Claire Public Works Study
City of Wisconsin Rapids DPW Master Plan
Ozaukee County Sheriff Storage Addition
Kenosha County Juvenile Intake Remodel
Kenosha County Jail – Intake Remodel
Washington County Government Center Remodel
Genoa City Village Hall and Police
Wauwatosa DPW Office Remodeling
Portage County Highway Addition/Remodel
Ashland County Highway Addition



2) C - Team Resumes – Kueny Architects, LLC Associates Staff

Rodrigo Gutierrez –Architectural Technician

Building Information Modeling, Working Drawings, Specifications

Education: Bachelor of Architecture - Javeriana University of Colombia

Experience: Architectural Design Firms in Columbia, South America – 1999 to 2001
Lakeview Construction - 2002 to 2008 – Architectural Services Manager
Kueny Architects, LLC - 2008 to present – Architectural Technician

Languages: Spanish (Native Language) and English

Randall Schoen –Architectural Technician

Building Information Modeling, Working Drawings, Specifications

Education: B.S. Architecture – Washington University, St. Louis
M.S. Architecture - University of Wisconsin – Milwaukee

Experience: Kueny Architects, LLC - 2011 to present – Architectural Technician

Lee S. Anderson – Architectural Technician

Building Information Modeling, Working Drawings, Specifications, Digital Presentations

Education: B.S. Architecture – University of Wisconsin – Milwaukee

Experience: Kueny Architects, LLC – 2014 to present – Architectural Technician

Jeff S. Schoenborn – Programming, Planning, Design and Operations

Programming, Space Planning, Operations and Design

Education: B.S. Architecture – University of Wisconsin – Milwaukee
B.A. Business Administration – University of Wisconsin - Milwaukee

Experience: Operations & Design Consultant for 25 years to various A&E firms Nationwide
Maximus (DMG/Maximus) – Senior Architectural Programming & Planning Consultant

2) D - Team Resumes – Plumbing, Mechanical, and Electrical Consultants

Richard E. Root, P.E., LEED AP – HVAC, Plumbing, Fire Protection & Electrical Consultant

Plumbing, Mechanical, and Electrical Engineering

Education: B.S. Mechanical Engineering – Kansas State University – 1982
M.S. Mechanical Engineering – University of Kansas – 1989

Experience: United States Navy – Civil Engineering Corps Officer – 1982 – 1998
Harcros Pigments – Project Engineer – 1989 - 1994
Unifirst Corporation – Project Engineer – 1994-1995
Murray & Associates – Vice President/Design Engineer – 1995-1998

Services: Principal/Lead Designer – 1998 to present

Registration: Wisconsin, Illinois, and 12 other states.

Affiliations: Member of NCEES, ASHRAE, ASPE.

Accreditations: LEED Accredited Professional – Building Design + Construction v3.0

Relevant Project Experience:

Village of Pewaukee Public Works Facility	Sun Prairie Utilities Operations Center	City of Oshkosh Parks Facility
City of Aurora Public Works Facility	City of Verona Public Works Facility	Village of Weston Municipal Center
City of Sterling Heights Public Works	City of West Des Moines Operations Center	Portage County Highway Addition/Remodel
Village of Brown Deer DPW Facility	Cedarburg Public Works Facility	Burnett County Highway & Forestry Facility
Village of Caledonia Highway Facility	Village of Bayside Public Works	Village of Little Chute Municipal Service Center
City of Mequon Highway Division Addition	Jefferson County Satellite Highway Buildings	Village of Pewaukee DPW Study
Appleton - Valley Transit Study	City of Whitewater DPW Study	City of Eau Claire Public Works Study
Dubuque Jule Transit – Joint Operations	North Shore Fire/Rescue – Sta. #83 Remodel	Town of Burlington – Sta. #2 Addition/Remodel
Twin Lakes Village Hall	Genoa City Village Hall and Police	Village of Weston Safety Building Remodel
Waukesha County Communications Addition	Kenosha County Sheriff Storage Building	Ozaukee County Justice Center Addition
Ozaukee County – Covered Bridge Park	Ozaukee County – Lion's Den Park Pavilion	Oshkosh GO Transit – Transfer Building

Charles Roberts, P.E. – Mechanical Engineer

Plumbing and Mechanical Engineering

Education: B.S. Mechanical Engineering – Lafayette College, Easton, PA - 2014

Experience: Root Engineering Services - 2013 – MEP Intern

Root Engineering Services – 2014 to present – MEP Consulting Engineer

Registration: Illinois, Wisconsin



2) D - Team Resumes – Civil Consultant

Linda K. Johnson, P.E. – Civil Engineering Consultant

Civil Site Design, Storm Water Management and Erosion Control

Education: B.S. Civil and Environmental Engineering – University of Wisconsin - Madison – 1987
M.S. Civil and Environmental Engineering – University of Wisconsin - Madison – 1989
M.B.A. – University of Wisconsin – Milwaukee - 2002

Experience: Harza Engineering 1989-1991
STS Consultants, Ltd – 1991-2001
Key Railroad Development, LLC – 2001-2002
Terra Tec Engineering (Principal) – 2002-present

Registration: Wisconsin, Iowa

Publications: *Interaction of Inorganic Leachate with Compacted Pozzolanic Fly Ash*
Journal of Geotechnical Engineering, Vol. 118, No. 9, September 1992.
Effects of Volatile Organic Compounds on Clay Landfill Liner Performance
Waste Management & Research, 1991.

Presentations: *Comparison of Four Cover Systems for Fly Ash Monofills*
Presented at the 20th International Madison Waste Conference, April 1998, UW-Madison.

Relevant Project Experience:

Village of Weston Municipal Center	Appleton Valley Transit Additions / Remodel
City of Elkhorn Public Works Facility	Wauwatosa DPW Office Remodeling
City of Mequon Highway Division Addition	Burnett County Highway & Forestry Facility
City of Oshkosh Public Works Facility	Dubuque Jule Transit – Joint Operations
City of Sterling Heights Public Works	Village of Bayside Public Works
Cedarburg Public Works Facility	Dunn County Transit Facility
Waukesha County Communications Addition	Kenosha County Sheriff Storage Building
Jefferson County Satellite Highway Buildings	Waterloo Iowa Public Works Facility
Village of Grafton Operations Center	Grafton Water Utility Operations Building
Twin Lakes Village Hall	Scott County Secondary Roads Facility



3) A & B - Project Understanding, Work Plan & Schedule

Project Understanding

We understand the Village of Hartland Police Department/Village Hall and Fire Department wishes to have a better understanding of its future space needs. Currently the Police Department and Village Hall are co-located at 210 Cottonwood Avenue while the Fire Department is located at 150 Lawn Street both in the Village of Hartland. The Cottonwood Avenue site houses (4) Police staff (1) Interim Public Works Director and (5) Administrative staff within the two-story structure. The Lawn Street Fire Department building houses the Fire Chief. Our goal along with the Village is to determine the future long term space needs and provide conceptual master planning design services for a remodel, addition or an entirely new facility on Village owned property. At this point a budget has not been established.

Approach and Scope

Our design tasks would include a site and facility space needs assessment, cost analysis and discussion of the pros and cons of each option. Our scope of work will include the following Phase 1, specifically:

Phase 1 – Space Needs Assessment, Concept Designs & Probable Costs

The intended goal of this Phase 1 is to assess the current and future spatial needs of the Police/Fire Department/Village Hall and develop several Conceptual Plans for discussion and cost analysis. Our tasks are listed below, specifically:

1. Kick-off meeting, set project scope and schedule and establish agenda for meetings.
2. Review Village documents and facts including staffing with present and future full-time employees (FTE's) 15-20 years out.
3. Conduct interviews with key staff to determine current and future space needs for all indoor/outdoor areas including offices, village board, clerical records, evidence storage, armory, squad areas, heated squad and apparatus storage, equipment storage, holding, amenities, fitness area, lobby, possible community room, public contact, security, access, and general staff and public parking.
4. Verify and document the existing and proposed rooms and document findings in a spatial worksheet format. Current and proposed future spaces will be circulated to key staff for review and comment.



5. Identify and evaluate any green building opportunities and provide a cost-benefit review.
6. Once all the data has been gathered, Kueny Architects will submit various layouts for review.
7. The pros and cons of each option will be discussed by key staff and refined into one preferred option.
8. Update cost estimate and review spatial worksheet with staff.
9. Upon selecting a preferred option with revised costs, the site and proposed plan will continue to be refined.
10. Survey and map the site to 100 feet outside the property line in sufficient detail for all planning purposes.
11. Model the schematic design into a 3-D computer model. This software can generate plans, renderings, and animations for greater understanding of the final project.
12. Incorporate any changes and refine preferred conceptual layout.
13. Update cost estimate.

Deliverable:

- *AutoCAD/Revit files of proposed options and selected plan.*
- *Summary of Interview results in (excel spatial worksheet format).*
- *Cost Analysis of the alternatives developed.*

Meetings

Kickoff Meeting. Here we will conduct a meeting with appropriate Village and Department staff and employees. The purpose of this meeting will be to introduce the team, explain the scope and goals, answer any questions or concerns, and convey our philosophy that each and every employee has a stake in the success of the project.

Project Team Meeting. This short meeting often immediately follows the Kickoff Meeting. Our team members will meet with staff to explain the work plan, and ask any questions, i.e., requested information, access of buildings and equipment, project duration, and availability of team members.

Staff and Departmental Meetings. We will schedule with staff various meetings to gain perspectives regarding service delivery. These meetings will be scheduled throughout the project to compile and explain data, and/or explain our means and methods.

3) C - Project Schedule

	2022											2023												
	October		November				December					January					February			March				
	24	31	7	14	21	28	5	12	19	26	2	9	16	23	30	6	13	20	27	6	13	20	27	
Architect Selected																								
Kickoff Meeting																								
Existing Facility and Site Analysis																								
Site / Zoning Review																								
Existing Building Review																								
Energy Efficiency Review																								
Operational Reviews																								
Staff Interviews																								
Fleet/Apparatus Inventory																								
Initial Capital Budget Analysis																								
Initial Space Needs Report																								
Concept Plans Development																								
Draft One Presentation																								
Progress Workshop																								
Additional Analysis and Reviews																								
Refine Facility Concept Plans																								
Draft Two Presentation																								
Final Master Plan and Estimate																								
Final Report																								
Final Report Presentation																								

3) D - THREE REASONS TO CHOOSE KUENY ARCHITECTS

Government Municipal Facilities are our specialty; it's what we are known for and what we do well. It has driven our talented team of Architects and Consultants to establish lifelong relationships with municipal clients across the Midwest. Our Building Design Team has been working together for over 33 years using the latest design innovations in the industry.

(1) Quality Assurance

Our last project is the beginning of our Quality Control Process for the next project. All members on the team are alert to all aspects of the design and know when to ask questions of other team member's work, giving each project many internal reviews of the entire design project.

(2) Budget Control and Lower Architectural/Engineering Design Fees

For major public building projects, cost control is paramount. Budget control is achieved during multiple stages in a project. During the design phase, it is important to scrutinize elements of the building with an eye on cost-benefit. We help our clients prioritize wants and needs to fit within the project budget. We will consider both short term costs and long-term maintenance and life cycle costs. During the construction documents phase, our team works together to eliminate scope gaps between disciplines and follow through on the design intent accepted by the client.



Typically, our design costs are on the lower end of the scale, with absolutely no sacrifice in experience and skill. Secondly, our buildings are less costly to construct for a very high level of quality. Our facilities typically cost 10% - 20% less for first class buildings. Based on our experiences, we are confident we can arrive at a design with a lower cost per square foot than any of our competitors.

(3) Our projects are completed with less than 1% in Change Orders

The fact that our projects are typically completed with less than 1% in change orders indicates the success of our upfront planning and understanding with all parties. It also reflects the accurateness and detail in our drawings and specifications and the success of our construction oversight. All members on the team are alert to all aspects of the design and know when to ask questions of other team member's work, giving each project many internal reviews of the entire design package.

3) E CURRENT AND FUTURE TRENDS IN POLICE/FIRE/VILLAGE HALL FACILITY DESIGN

Considering operational concerns from other municipal facilities, the following are important considerations for your facility:

public access and orientation

- Provide clear orientation to a lobby for after-hours police public contact
- Victim privacy should be carefully considered

emergency services for flexible use and weather protection

- Construct to stormproof standards
- Consider positioning these conference-like spaces for potential community use.

secure perimeter

- Secure administrative, investigative, patrol areas, holding and evidence
- Secure property, firearms
- Secure vehicle storage

functional interaction

- Facilitate mission and enhance staff safety and security
- Efficient adjacencies with privacy

administrative services for public interactions and staff resources

- User-friendly reception area for public, yet secure with good sight lines for staff
- Provide conferencing off lobby for public interaction outside secure area, including community service room

fleet and apparatus parking

- Secure drive through, if possible
- Squads and support vehicles
- Maintenance/wash areas
- Apparatus storage set up for quick dispatch

investigators and patrol functions may be clustered for interaction

- Conferencing and interview positioned with recording capability
- Evidence processing and control with proximity to sally port.
- Patrol workstations with privacy.

interrogation: enhancing safety and security for staff and detainees

- Secure perimeter, non-obtrusive, good neighbor concern
- Environment discourages acting out, providing security for the worst case
- Maximize backup staff support: good sight lines, visibility
- Appropriate spaces, materials
- Full video recording capability

semi-private twenty-four seven living quarters

- Individual sleeping quarters for on duty staff
- Shared day room, kitchen, dining, workout rooms
- Convenient storage for supplies and personal items

convenient decontamination and wash out

- Separated decontamination and gear storage
- Durable and washable surfaces

durability for the test of time

- Materials that can withstand 24-hour use
- Flexibility in space definition
- Abuse resistance appropriate to each area of the facility/cleanable

Master Planning

Our team brings significant experience and understanding from working on common and unique issues within other public agencies across the Midwest. Our method stresses time spent on-site conducting interviews and observing user needs. This process is the result of a clear understanding that the most important design criteria is always derived from the people that will eventually use the facility. While simple in concept, this assures that the right questions are asked and does not impose preconceived philosophies on the client. We bring our broad experience in municipal design to you and will assist you in assessing future growth by analyzing present and anticipated management staffing goals, local demographics, and assessing trends.

4) 1 - Design Experience - Relevant Police/Fire/Village Hall Projects

All the projects listed below began with an analysis of existing space needs and facilities assessment. These detailed reports can be shared with the selection team if we are granted the opportunity to discuss this project further. In some cases, a reorganization of departmental space needs was the best option for the client. In other cases, a new facility was more cost effective overall. All have experienced radically improved operations in terms of efficiency, cost savings, and safety.

POLICE FACILITIES

Everest Metro Police Department – 2021

Project: Everest Metro Police Building improvements Includes new HVAC, mechanicals, Evidence room expansion, Armory relocation & expansion, Restroom/Locker/Shower Relocation & expansion, relocation of Records & Training room, Automated Gate and Security Upgrades, Roof Inspection & patch, Parking lot sealed.

Cost: \$ 1,746,000 Area: 13,000 s.f.

Contact: Chief Clay Schulz
Phone: (715) 359-4202
Email: Clayton.Schulz@co.marathon.wi.us



Waukesha County 911 Communication Center Addition – 2016

Project: Waukesha County 911 Communications Center Addition improvements Include: Providing a flexible Emergency Operations Center, expanding Staff Offices, and Support areas (Locker Rooms), addition of Dispatch Workstations & Remodeled and Secured Entry/Vestibule. Also added a "Quiet Room" for Staff.

Cost: \$ 2,183,200 Area: 7,800 s.f.

Contact: Mr. Mike Wells, Architectural Services Technician
Phone: (262) 548-7195 Email: MWells@waukeshacounty.gov





VILLAGE HALL/POLICE FACILITY

Village of Genoa City – Village Hall and Police Facility – 2016

Project: After developing a masterplan, it was more cost-effective to design a new Village Hall and Police Facility. The plan included village offices, hearing room, police vehicle parking, staff offices, holding room, interview room, evidence storage, and a workout room.

Cost: \$1,425,000 \$ 146/s.f. Area: 9,750 s.f.

Contact: Ms. Claudia Jurewicz, Clerk, Treasurer
 Phone: (262) 279-6472
 Email: gcclerk@charter.net



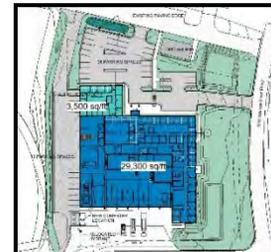
FIRE FACILITIES

North Shore Fire/Rescue– Fire Station #82 – Glendale – 2021-2023

Project: New Fire Station and Administration Headquarters located at 5901 North Milwaukee River Parkway in Glendale, Wisconsin. The project includes demolition of the existing Station #82 and replacing it with a new combined Station #82 and administration offices, relocated from Station #81 in Brown Deer. Vacating the offices in Station #81 will allow renovation of that facility for fire operations.

Construction Budget: \$ 8,000,000 Area: 32,800 s.f.

Contact: Chief Robert Whitaker, Fire/Rescue/EMS Chief-Administrator
 rwhitaker@nsfire.org Phone: (414) 357-0113 Extension 1117



North Shore Fire/Rescue – Fire Station #83 – Shorewood – 2019 - 2020

Project: **Partial Renovation** of the historic Fire Station located at 3936 N. Murray Avenue, to bring the 19,725 square foot, 1927 historic structure up to current day standards as a Fire/Emergency Medical Response Station. The project used some but not all the available space based on the program needs of the departments. Improvements include **upgrading the two apparatus bays for three** large emergency response apparatus and planned spatial improvement areas for equipment storage, decontamination, office/training, kitchen/dining, fitness, and private sleeping/bathroom/shower facilities.

Construction Cost: \$ 1,985,700 Area: 19,725s.f.

Contact: Chief Robert Whitaker, Fire/Rescue/EMS Chief-Administrator
North Shore Fire/Rescue
rwhitaker@nsfire.org Phone: (414) 357-0113 Extension 1117

Rebecca Ewald, Village Manager
Village of Shorewood
rewald@villageofshorewood.org Phone: (414) 847-2701



North Shore Fire/Rescue – Fire Station #84 – Whitefish Bay – 2018 - 2019

Project: **Full Renovation of the existing five-bay station**, originally constructed in 1938. Finished remodel includes 7 room sleeping quarters with bathing facilities, a day room, fitness room, kitchen, and support spaces. The project requires extensive mechanical and electrical refit and modernization.

Construction Cost: \$ 825,400 Area: 9,000 s.f.

Contact: Chief Robert Whitaker,
Fire/Rescue/EMS Chief-Administrator
rwhitaker@nsfire.org Phone: (414) 357-0113 Extension 1117



VILLAGE HALL FACILITIES

Village Of Weston – 2016 – 2022

Project: The initial objective was to assess current and future spatial conditions of four operations at four locations throughout the Village. The Village expects significant growth to occur over the next 25 years and needed an existing facility plan to accommodate the growth.

The new Municipal Center and its departments included Planning & Zoning, Treasurer, Finance, Clerk of Courts, Building Inspections, and other various departments. Facilities reviewed included the Municipal Center/Village Hall, Safety Building, Parks & Recreation and Landfill.

We also conducted a structural analysis and engineering inspection of mechanicals, electrical and plumbing (MEP) of the two primary buildings. The deliverable was a report detailing the necessary spatial requirements, (MEP) and site improvements needed over the next 25 years. The report recommended improvements at the Safety building and that a new Municipal Center should be built. The Safety Building renovations were completed in 2020.

Kueny Architects was selected to continue our services contract for the design and construction of the new facility. The building includes village offices, village board room, lunch / training space, locker rooms, fleet storage and maintenance, shops, and general storage.

The design was completed and bid in early 2021 and is currently under construction. Construction is expected to be complete by the end of September.

Cost: \$14,375,000

Area: 114,400 s.f.

Contact: Mr. Keith E. Donner, PE, Village Administrator
Phone: (715) 241-2610
Email: kdonner@westonwi.gov





Village of Twin Lakes – Village Hall – 2021

Project: New Village Hall replacing the old, undersized building across the street. New facility includes **village offices and board room** on the upper level. The lower level has a large **community hall**, kitchen, and restrooms.

Cost: \$2,900,500

Area: 12,000 s.f.

Contact: Ms. Laura Roesslein, Village Administrator
Phone: (262) 877-2858
Email: roesslein@twinlakeswi.net



5) 1 - References - Kueny Architects

<u>Name</u>	<u>Title</u>	<u>Agency</u>	<u>Email Address</u>	<u>Telephone</u>
Chief Clay Schulz	Chief of Police	Everest Metro Police Department	Clayton.Schulz@co.marathon.wi.us	(715) 359-4202
Mr. Frank Martinelli	Engineering Projects Manager	Kenosha County	Frank.Martinelli@kenoshacounty.org	(262) 818-5129
Ms. Laura Roeslein	Village Administrator	Village of Twin Lakes	roesslein@twinlakeswi.net	(262) 877-2858
Mr. Keith E. Donner, PE	Village Administrator	Village of Weston	kdonner@westonwi.gov	(715) 241-2610
Mr. Mike Wells	Architectural Services Technician	Waukesha County Public Works	MWells@waukeshacounty.gov	(262) 548-7195

6) 1 - Fee Proposal

VILLAGE OF HARTLAND BUILDING NEEDS ASSESSMENT PROJECT COST PROPOSAL

Kueny Architects, LLC 10505 Corporate Drive - Suite 100 Pleasant Prairie, WI 53158								September 26, 2022
	Kueny Staff					Consultants		
Task 1 – Data Acquisition, Facility Assessment & Space Needs	Jon Wallenkamp	John Schmidbauer	Anita Stanley	Randall Schoen	Jeff Schoenborn	Linda Johnson	Charles Roberts	Rich Root
Task 2 – Concept & Master Plan Development								
Task 3 – Conceptual Drawings, Schemes & Cost Analysis								
Sign Owner-Architect Agreement								
Kickoff Meeting with Village of Hartland & Kueny Design Team - Develop Schedule	6				6			
Existing Facility Analysis - Site Information Research and Data Collecting	24	4		24	16	4	4	4
Existing Operations Analysis and Staff Interviews:	36				24			
Existing Fleet and Apparatus Analysis	32				24			
Progress Meeting with Village of Hartland & Kueny Team	6							
Kueny to Develop First Draft of the Master Plan Options and Draft Report	36	2	8	20	24	4	20	24
Meeting with Village of Hartland & Kueny Team- Submit Draft One	6							
Presentation of Master Plan Options and Draft Report	6							
Research and Data Collecting - Update Program	16				8	8	16	24
Additional Operations Analysis and Staff Interviews	8							
Kueny to Conduct an Open Review / Public Input Workshop - 50%	8							
Kueny to Develop Second Draft of the Master Plan Report	32		6	16	32	4	4	4
Meeting with Village of Hartland & Kueny Team- Submit Draft Two	6				4			
Presentation of Draft to Committees and Boards	8							
Meeting with Village of Hartland Design Team	8							
Update Master Plans and Final Draft Report to the Village of Hartland	16				16	4	4	4
Present Final Master Plan Recommendation to Village of Hartland	16	4	12		12			
Presentation of Final Report to Committees and Boards	8							
Lump Sum Fee								\$31,860.00



Cedar Rapids

200 Fifth Avenue SE Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines

100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City

24 1/2 S. Clinton Street
Iowa City, Iowa 52240
(319) 363-6018

Madison

301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

opnarchitects.com

September 30, 2022

Village of Hartland

RE: Request for Proposal for Village of Hartland Building Needs Assessment Project

OPN Architects is pleased to provide this fee proposal for Architectural professional design services for this project study for the Village of Hartland. We have a great history of projects exactly like this and feel we can lead the design study in an efficient manner and have wonderful outcomes that will support your community for many years to come.

A. Project Background

- Location:
 - Police Department: 210 Cottonwood Avenue
 - Fire Department: 150 Lawn Street
- Scope of Work: Evaluate and assess the existing Police Department, Fire Department, and Village Hall facilities.
- Construction Delivery Method: TBD in future, not in contract at this time

B. Project Team

OPN Architects includes the following team for the Phase I work:

- | | |
|---|---|
| • Wesley T. Reynolds, AIA, Principal-in-Charge | Hourly Rate: \$260.00
Project Hours: 16 |
| • Mark Kruser, AIA, Project Manager | Hourly Rate: \$125.00
Project Hours: 40 |
| • Ryan Frank, AIA, Project Architect | Hourly Rate: \$125.00
Project Hours: 160 |
| • Peter Miller, Assoc. AIA, Emerging Professional | Hourly Rate: \$80.00
Project Hours: 40 |

Assuming that the project is approved to advance as scheduled in the RFP and no significant time delay takes place, these team members will be consistent throughout the duration of the project.



C. Compensation

Scope 1: Building Assessments and Concept Designs

The lump sum fixed fee for Scope 1 is a fixed fee of **Twenty-Seven Thousand Seven Hundred and Eighty Dollars (\$27,780.00)** plus reimbursable expenses.

Scope 2: Cost Estimating

The lump sum fixed fee for Scope 2 is a fixed fee of **Four Thousand Five Hundred and Eighty Dollars (\$4,580.00)** plus reimbursable expenses.

These two scope fees will cover services and activities required to accomplish the scope of work defined previously for each phase. Should the project timeframe extend beyond the anticipated schedules, as a result of conditions not under the control of OPN, fees may be adjusted to align with the effort extended. The project will be invoiced monthly as a percentage of work completed. Any services, if required, beyond those described within the Agreement will be reviewed with the client to understand impact to scope of work or related fees.

D. Reimbursable Expenses

Reimbursable expenses are in addition to the above fees and will be invoiced at 1.1 times actual cost. Reimbursable expenses include authorized out-of-town travel, courier services, express mail, reproduction of project documents, and mileage at the government standard rate. At this time, we have not assumed any costs for permitting and plan review fees or printing documents for construction for the project as in our experience these are direct costs to the owner.

- Estimated Reimbursables: **\$1,200.00**



E. Exclusions and Additional Services

The list of services noted below are excluded and are not included in our scope of services and associated fee in this proposal document. If the Owner requests OPN to add any of these services, we will work directly with you to identify a scope of services and additional associated fees required.

- Construction Documentation (This is a concept study only)
- Civil Engineering & Site Survey
- Geotechnical Services
- Mechanical, Electrical, Plumbing Engineering
- Structural Engineering
- Fire Protection & Sprinkler Design
- Technology & Security Design
- Advanced Audio / Video Consulting
- Detailed Cost Estimating
- Furniture, Fixtures and Equipment Design Procurement & Installation Services
- Sustainability Design (LEED, Well, Etc.)
- Commissioning & Testing Services
- Acoustical Consulting Services

H. Contract Agreement

This Letter of Proposal is intended to document the primary issues concerning our Agreement Between Owner and Architect. Once details of this proposal are confirmed, we will provide you with the AIA B101 Standard Form of Agreement Between the Owner and Architect.

Again, thank you for this exciting opportunity and we would love to partner with the Village of Hartland for this transformational project that will serve your community for the future! If you have any questions or clarifications, please call my cell phone number at 608-807-7743.

Thank you.

Wesley T. Reynolds
Principal

ACCEPTED:

Client: Village of Hartland

Signature

Date

Print Name

Titl



Village of Hartland Building Needs Assessment Project

OPN Architects
Monday, September 26, 2022

Letter of Interest

September 26, 2022

**Village of Hartland
 Building Needs
 Assessment Project
 Request for Proposals**

**Village of Hartland Police Dept.
 Attn: Chief Torin Misko
 210 Cottonwood Avenue
 Hartland, Wisconsin 53029**

**Wesley Reynolds, AIA
 Principal
 wreynolds@opnarchitects.com
 (608) 819-0840**

**OPN Architects
 301 North Broom Street
 Suite 100
 Madison, Wisconsin 53703
 opnarchitects.com**



Dear members of the selection committee:

As designers, we understand that it is critical that public buildings serve and protect those who do the same for our communities. OPN would be honored to assist the Village of Hartland in the development of a building needs assessment for the Police Department, Fire Department, and Village Hall facilities long-term space needs.

This next step represents a pivotal moment for the Village. We would be grateful for the opportunity to partner with Hartland to identify the best solution to ensure long-term operability, functionality, and safety for your community. Over the past 40 years, OPN has worked with many municipalities as they embarked on similar pre-design efforts for public safety and office facilities. We have the technical expertise in these building types necessary to conduct a space needs assessment of your existing buildings which will feed the development of space plans and cost estimates that will support the future of your new facilities.

Our team has had the opportunity to work with multiple police and fire departments throughout the Midwest in recent years. From these men and women, we understand the needs of a police and fire department are unique and our design solutions will consider the mental and physical health of the first responders who may experience PTSD, Shift Work Sleep Disorder, circadian rhythm imbalances, and other increased risks. Most recently, we've applied these lessons to the designs of both the Madison Fire Station, which was recognized with a national AIA Justice Facilities Award. Additionally, the newly opened Marion Fire Headquarters received an honor award for design excellence from AIA Iowa in 2021. Both buildings embody how nature-inspired design can reduce PTSD in firefighters.

Above all else, city facilities must be highly functional, meeting both today's needs as well as future needs while maximizing flexibility and adaptability. We actively seek out ways to improve the user experience, increase energy efficiency, reduce maintenance needs, and conserve resources. We will examine multiple scenarios with the village stakeholders to envision solutions that will balance aspiration and transformation with a need for function and maintainable spaces in a fiscally achievable solution. We are confident that our team can help you identify the multitude of programmatic opportunities, and merge these conversations into a cohesive plan that will help you move forward with confidence.

Project success lies at the intersection of our expertise and a thorough understanding of your goals and objectives. Our experience in planning and programming in conjunction with our public safety design expertise will help inform our understanding of your specific needs, challenges, and opportunities. For this project, we have assembled a team with significant civic and public safety experience.

On behalf of our design team, we are pleased to submit our qualifications. We are committed partners who cannot wait to show you what our team can do to meet and exceed your expectations. We look forward to the opportunity to interview and discuss our qualifications with you further; please do not hesitate to reach out should you have questions.

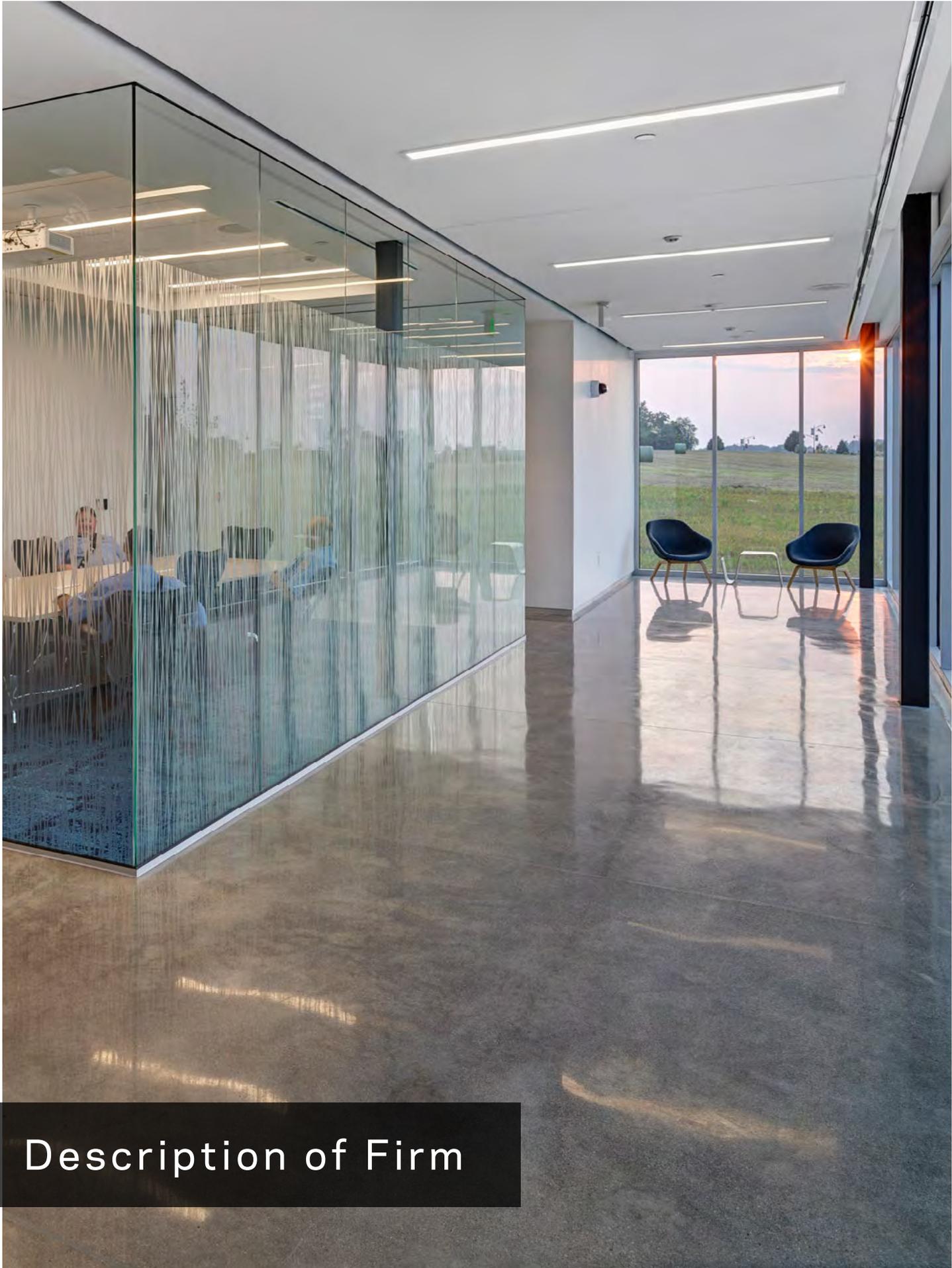
Sincerely,

A handwritten signature in black ink, appearing to read 'Wesley Reynolds'.

Wesley Reynolds, AIA
 Principal, OPN Architects

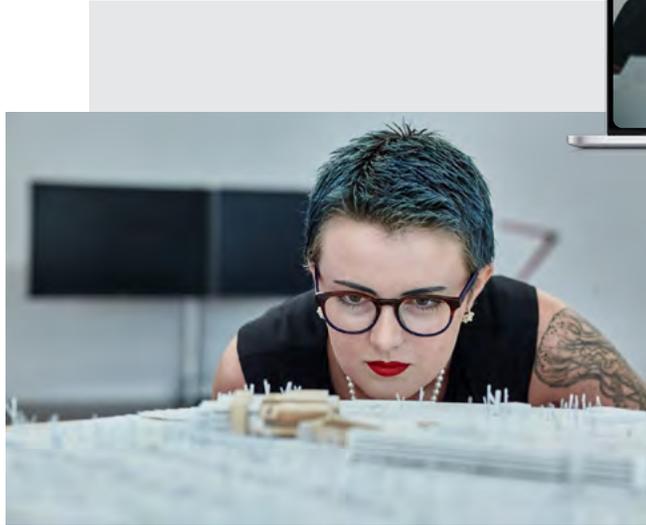
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Description of Firm

Firm Overview



We listen to you.

At OPN Architects, we believe that the success of a project is predicated on our understanding of our client—who they are, where they are today, and where they want to go tomorrow. We've been repeatedly described as excellent listeners—a comment we take pride in because it means our clients know that we care, we pay attention, and the end result is work that exceeds our clients' expectations. We understand that physical space can foster or inhibit collaboration and innovation, and we believe passionately that success lies in bringing people and perspectives together. We encourage open dialogue and, as a team, we find the optimal design solution for our clients.

Central to our philosophy is our belief that public spaces must be responsive. A public building or space is part of the larger civic and social fabric and therefore must strengthen the sense of place for the community. This is why you see a wide variety of architectural styles in our portfolio of civic work. No two communities are the same, therefore neither should our approach to the design of their projects. Our designs are a reflection of our client's goals and objectives and the influence of the environment and community needs.

Find Us

Madison (Lead Office)
301 N. Broom Street Ste. 100
Madison, Wisconsin 53703
(608) 819-0260

Cedar Rapids
200 Fifth Avenue SE
Ste. 201
Cedar Rapids, Iowa 52401
(319) 363-6018

Des Moines
100 Court Avenue Ste. 100
Des Moines, Iowa 50309
(515) 309-0722

Iowa City
24 ½ S. Clinton Street Ste. 1
Iowa City, Iowa 52240
(319) 248-5667

Minneapolis
323 N. Washington Avenue
Ste. 200
Minneapolis, Minnesota 55401
(612) 468-6851

Size of Firm

- 07 Principals
- 04 Associate Principals
- 05 Associates
- 01 Healthcare Planner
- 05 Senior Project Architect
- 20 Project Architects
- 17 Architects
- 04 Job Captains
- 20 Architectural Interns
- 03 Senior Interior Designers
- 04 Interior Designers
- 04 Construction Administrators
- 02 BIM Personnel
- 02 IT Personnel
- 01 Innovation Specialist
- 02 Drafting Specialists
- 05 Marketing
- 05 Clerical/Administrative
- 110 Total Employees

Project Types

- Academic Libraries
- Adaptive Reuse
- K-12 Schools
- Civic
- Corporate
- Health Care
- Higher Education
- Historic Rehabilitation & Restoration
- Parks
- Public Libraries
- Public Safety

Services

- Architecture
- Bond Issue Planning
- Building Information Modeling
- Detailed Budget & Cost Analysis
- Existing Facility Evaluation
- Fast Track Design
- Interior Design
- Landscape Architecture
- LEED Planning & Implementation
- Marketing & Promotional Materials
- Master Planning
- Renovation/Restoration
- Site Evaluation
- Sustainable Design

Civic Experience



No two communities are the same.

Central to our philosophy is our belief that public spaces must be responsive. A public building or space is part of the larger civic and social fabric and therefore must strengthen the sense of place for the community. No two communities are the same, therefore neither should our approach to their projects. Our solutions are a reflection of our client's goals and objectives and the influence of the environment and community needs.

OPN Architects has an intentionally diverse portfolio of project types including civic, corporate, libraries, K-12 schools, medical, and higher education. Work for municipalities, counties, states, and the federal government, though, has made up a large portion of our work in the past decade, with more than 50 completed projects, including an award-winning federal courthouse, public library, and fire station, in addition to many other buildings of all scopes and sizes.

We regularly compare our costs to previous projects and review costs with contractors, subcontractors, and suppliers on specific materials and types of construction. These practices combined with our volume of work and the detailed cost analysis done by outside estimating experts provides clients with a real-time understanding of local construction costs. We understand that predicting and controlling costs is critical to project success, and we always hope to exceed our client's expectations. With that in mind, our team will work cooperatively to ensure our cost estimates arm you with information you need to make informed decisions.

Familiarity with local conditions, codes, and practices

Our familiarity with local and state building codes, regulations, laws, and statutes is more than just familiarity; it's our every day. We have lived and worked in Wisconsin and understand policy requirements to comply with all Federal/State/Local applicable code requirements. We are constantly reviewing new code requirements to determine, what, if any, applications there will be to impact design and construction in the coming year. We also involve state and local agencies early in the design process, including the State Fire Marshal if required, to make sure all parties understand the expectations and requirements guiding all components of design and related building codes. We will maximize your planning and design opportunities, while protecting the overall impact to any defined budget.

Civic Experience

Anamosa Public Library

Ankeny City Hall & Public Library

Appleton Public Library

Belmond Public Library

Bloomfield Public Library

Bremwood Education Community Center

Brown Deer Public Library

Carnegie-Stout Public Library

Carroll City Hall & Public Library

Cedar Rapids Animal Care and Control

Cedar Rapids Bridge Facility

Cedar Rapids City Hall Study

Cedar Rapids Convention Complex Center

Cedar Rapids Facilities Open House

Cedar Rapids Public Library – Downtown Branch

Cedar Rapids Public Library – Ladd Branch

Clive Public Library

Court Avenue Parkade, Iowa City

Dane County Sheriff's SE Precinct

Dane County Job Center and Neighborhood Intervention Program Security Upgrades

Davenport Fire Station No.3

Des Moines Fire Training Center

Des Moines Municipal Services Center

Des Moines Public Library – East Side Branch

Des Moines Skywalk System Assessments

Dunkerton Public Library

Exira Public Library

Fort Madison Public Library

Fourth Avenue Parkade, Cedar Rapids

Greene Square Renovation, Cedar Rapids

Grimes Public Library Study

GTC Parkade, Cedar Rapids

Harrison Street Parking Facility, Iowa City

Hedberg Public Library

Human Services Building, Cedar Rapids

Indianola Public Safety Building, City Hall & Public Library

Iowa Hall of Pride, Des Moines

Iowa Veterans Home Dack & Malloy

Iowa Veterans Home Guard House Repointing

Iowa Veterans Home Heinz Hall Study

Iowa Veterans Home Transportation Facility

Iowa Veterans Home Whitehill Auditorium Ramp

Johnson County Emergency Services

Johnson County Health and Human Services

Johnston City Hall and Feasibility Study

Joplin Public Library

Keokuk Public Library

Keokuk Pump Station

Keokuk Rand Park Pavilion

Linn County Options Building

Linn County Public Health and Child & Youth Development Services

Madison County Courthouse Dome Restoration

Madison Fire Station No. 14

Madison Fire Station No. 6

Madison Public Library — Pinney Library

Madison Public Library Maintenance Facility

Manchester Public Library

Marengo Public Library

Marion Fire Headquarters

Marion Streetscape Master Plan

Marshall County Courthouse

Milwaukee Aircraft Rescue and Fire Fighting

Moline Public Library

Moline Fire Station

Monticello Public Library

Ola Babcock Basement Waterproofing

Oregon Public Library

Oskaloosa City Hall

Oskaloosa Public Library

Paramount Theatre Restoration, Cedar Rapids

Polk County Old Jail Master Plan

Polk County Criminal Courts Renovation

Polk County Historic Courthouse Restoration

Polk County Justice Center Annex Renovation

Scranton Public Library

Sun Prairie Public Library

State of Iowa Capitol Dome Restoration

State of Iowa Capitol Complex Elevator Evaluations

State of Iowa Ola Babcock Basement Waterproofing

State of Iowa Statewide Elevator Code Upgrades

State of Iowa Wallace Building Elevator Modernization

State of Iowa Jessie Parker Elevator Modernization

Terrace Hill Governor's Mansion Renovation

Traer Public Library

United States Courthouse, Cedar Rapids

Urbandale Parks and Public Works Maintenance Facility

Veterans Memorial Auditorium, Des Moines

Walter E. Olson Library (Eagle River, Wisconsin)

Washington Public Library

Waukee Public Safety Facility

Wauaukee Public Library

West Des Moines Animal Control Study

West Des Moines City Hall

West Des Moines Human Services Building

West Des Moines Community Center

West Des Moines Raccoon River Park Boat House

West Des Moines Jamie Hurd Amphitheatre

West Liberty Public Library

West Point Public Library

Williamsburg Public Library

Winterset City Hall

Winterset Public Library Renovation

Williamsburg Public Library

Planning Experience

Planning for the future

OPN brings a wealth of experience in planning across multiple market sectors. Individually and collectively we are well versed in working with clients to explore and assess existing facilities and develop and map out an approach that balances priorities with cost and aligns with the fiscal calendar and budget. For every study, we explore ways to maximize existing space, test options, and continually monitor and manage to your available construction budget to find the right balance to achieve your overall goals.

Select Planning Experience

City of Ankeny

City Hall & Library Facility Assessment and Planning

City of Carroll

City Hall & Library Facility Assessment and Planning

City of Cedar Rapids

City Hall Study

Post Flood Planning

Czech & New Bohemia Master Plan

City of Dallas Center

Public Safety & Public Works Master Planning

City of Indianola

Municipal Building Assessment & Master Planning

City of Marion

Marion Streetscape Master Plan

City of Waukee

Public Safety Master Planning

Johnson County

Health and Human Services Study

Linn County

Community Services Study

Madison County

Courthouse Needs Assessment

Courthouse Phased Improvement Plan

Courthouse Masonry and exterior door evaluation

Courthouse Accessibility Study

Exterior Tower and Dome Investigation

Polk County

Courts Master Plan

Story County

Municipal Building Assessment & Master Planning

State of Iowa

Capitol Dome Assessment and Study

University of Northern Iowa

Rod Library Study

University of Iowa

Boyd Law School - Lauridsen Commons Renovation Study

Campus Recreation Study

College of Dental Science Feasibility Study

College of Pharmacy Space Study

Halsey Hall Ventilation Study

Hydraulics Lobby Renovation Study

Jessup Hall & Macbride Hall Study

Laundry Renovation Study

Oakdale Hall Study

Pappajohn Business Building New Offices Study

Pentacrest Renewal Study

Pharmacy Building North Wing Renovation Study

Regulated Waste Facility Feasibility Study

Riverside Recital Hall Study

Seashore Hall Study

Student Health Services Feasibility Study

Student Services Study

Tippie College of Business New Building Study

Cornell College

Residence Halls Feasibility Study

Grinnell College

Bob's Underground Accessibility Study

Bookstore Study

Film & Media Studies Renovation Study

Forum CCL Classroom Study

John Crystal Center Study

Main Hall Renovation Study

Master Plan for Academic South Campus

Office of Campus Safety Study

Indian Hills Community College

Campus Master Plan

Kirkwood Community College

Campus Master Plan

Mount Mercy University

Ashley Residence Hall Conceptual Design

Campus Master Plan

Rock Valley Community College

Campus Master Plan

Baraboo Public Library

Feasibility Study

Douglas County Libraries

Castle Rock Library Feasibility Study

Highlands Ranch Library Feasibility Study

Louviers Public Library Feasibility Study

Roxborough Public Library Feasibility Study

Clive Public Library

Feasibility Study

Grimes Public Library

Feasibility Study

Hedburg Public Library

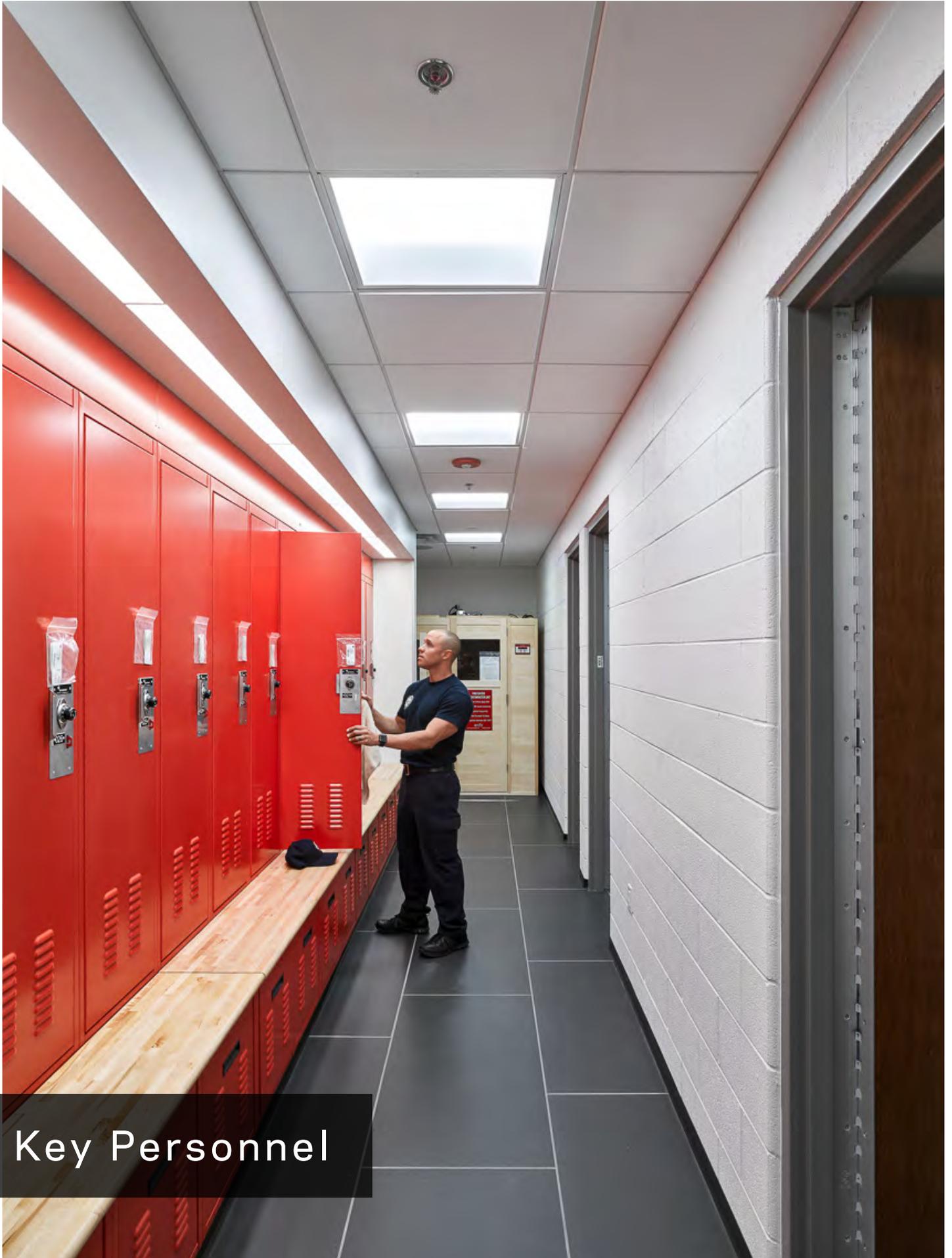
Feasibility Study & Renovation

Normal Public Library

Feasibility Study

Roy Estle Memorial Library

Feasibility Study



Key Personnel

Key Personnel



Wesley Reynolds, AIA
Principal
Role: Principal-in-Charge

Education

Bachelor of Architecture
Iowa State University, 2000

Licenses & Credentials

Licensed Architect: Wisconsin, Minnesota, Iowa, Illinois, Kentucky, Michigan

Professional Affiliations

American Institute of Architects, Wisconsin Chapter
Downtown Madison Inc.
Greater Madison Chamber of Commerce
Middleton Chamber of Commerce

A principal and owner at OPN Architects, Wes' 21-year career at OPN is represented by a varied portfolio focused on civic environments. Common throughout is his passion for design and commitment to finding thoughtful solutions specific to each client's needs, wants, and budget expectations. He is passionate about the way design can shape the human experience and believes we need to make each building design impactful. Recently, Wesley was principal-in-charge for the Dane County SE Sheriff's Precinct, in Stoughton, Wisconsin. He is currently leading the Madison Fire Station 6 Remodel, and was also the principal-in-charge for the award-winning Madison Fire Station 14 in 2019.

Select Experience

Dane County

SE Sheriff's Precinct Study & Remodel
JCO/NIP Security Assessment Study
Stoughton, Wisconsin

City of Madison

Fire Station No. 14
Fire Station No. 6
Fire Training Facility
Library Services Building
Pinney Public Library
Madison, Wisconsin

General Mitchell International Airport

Air Rescue and Fire Fighting Facility
Addition (GMIA ARFF Addition)
Milwaukee, Wisconsin

City of Cedar Rapids

Cedar Rapids Events Center
DoubleTree by Hilton Hotel
Cedar Rapids, Iowa

Greater Madison Chamber of Commerce

Tenant Improvement
Madison, Wisconsin

University of Wisconsin-Madison

Health Sciences and Learning Center, School of Medicine and Public Health
SMPH Action Plan
Madison, Wisconsin

Kirkwood Community College

The Hotel at Kirkwood
Cedar Rapids, Iowa

Cornell College

Pauley & Rorem Residence Hall Renovation
Dows & Tarr Residence Hall Renovation
Mount Vernon, Iowa

University of Iowa

College of Pharmacy
Writers' Workshop Addition
Carver Hawkeye Men's Basketball Locker Room
Philip D. Adler Journalism and Communications Building
Boyd Law Student Commons
Boyd Law Legal Clinic
Iowa City, Iowa

University of Northern Michigan

Lydia M. Olson Library
Marquette, Michigan

Aegon USA Inc.

Cedar Rapids, Iowa

CD Smith Office

Madison, Wisconsin

Deere & Company

Horicon Works Distribution Center
Horicon Works - Building 101
Horicon, Wisconsin

Education Analytics Office

Madison, Wisconsin

Fifth Element Coffee Shop

Madison, Wisconsin

Filament Marketing

Madison, Wisconsin

Key Personnel



Mark Kruser, AIA, LEED AP

Senior Project Architect
Role: Project Manager

Education

Master of Architecture
Iowa State University, 1990
Bachelor of Arts in Architecture with
Distinction
Iowa State University, 1987

Licenses & Credentials

Licensed Architect: Wisconsin
LEED Accredited Professional

Professional Affiliations

AIA Wisconsin SW Section
President (2018)
AIA Wisconsin Design Awards
Committee (2000-Present)

Mark, an Iowa State University graduate, has been with OPN since 2017. Mark's professional experience includes time at HLKB, Potter Lawson, and Assemblage, as an architect and project manager. He is an active member in the Wisconsin Chapter of the American Institute of Architects, serving as the Southwest Section President (2018) and is a member of the AIA Wisconsin Design Awards Committee. Mark has been a project manager for a number of the Madison studio's projects and carefully balances quality design with cost-effective solutions while providing high-quality service to clients.

Select Experience

Dane County

Southeast Sheriff's Precinct
Stoughton, Wisconsin
JCO/NIP Security Assessment study
Madison, Wisconsin

City of Madison

Fire Station No. 14
Fire Training Facility
Fire Station No. 6
Library Services Building
Madison, Wisconsin

Wisconsin DFD

UW Madison Multi-Building Elevator
Replacements
Southern Wisconsin Center Restrooms
Remodel
Racine Correctional Institute Chiller
Replacement
Racine, Wisconsin

Waunakee Public Library

Waunakee, Wisconsin

Thysee Campus

Oregon, Wisconsin

John Deere

Folk Art Display Case Renovation
Moline, Illinois

Sun Prairie Public Library

Restroom Renovation
Sun Prairie, Wisconsin

Parkins Plastic Surgery

Oconomowoc, Wisconsin

Lydia M. Olson Library

Renovation
Northern Michigan University
Marquette, Michigan

Alliant Energy Innovation Center

Madison, Wisconsin

Middleton Glen Independent Senior Housing*

Unit Remodel
Middleton, Wisconsin

Allen Memory Care*

McFarland, Wisconsin

Wisconsin Secure Program Facility*

Boscobel, Wisconsin

University of Wisconsin - Platteville*

Ullrich Hall and Ulsvik Center
Feasibility Studies
Platteville, Wisconsin

Circus World Museum Train Shed*

Baraboo, Wisconsin

Ogle County Judicial Center*

Oregon, Illinois

MG&E*

Lobby Remodel
Madison, Wisconsin

Chabad House of Madison*

Madison, Wisconsin

Madison Area Technical College*

Recreation Management Program Addition
Madison, Wisconsin

City of Mineral Point*

Mineral Point Village Hall and Library
Feasibility Study
Mineral Point, Wisconsin

Mukwonago Village Hall*

Mukwonago, Wisconsin

*Denotes work completed prior to joining OPN

Key Personnel



Ryan Frank, AIA

Project Architect
Role: Project Architect

Education

Bachelor of Architecture
Iowa State University, 2011

Licenses & Credentials

Licensed Architect: Iowa

Professional Affiliations

American Institute of Architects

Ryan has been with OPN since 2016. Ryan attended Iowa State University, where he received a Bachelor of Architecture degree with a minor in advertising. Ryan has a passion for the details that bring a design to life. As the project architect for the Pinney Library in Madison, Ryan wore many hats from leading community presentations and coordinating systems routing with consultants to taping off floor plans and determining circulation work flow with staff. Ryan’s technical background in design and documentation will benefit the development of the 3D building model that will help clients visualize spaces and understand challenges within the existing building. Ryan will be involved through all phases of the project, ensuring accuracy and a commitment to maintaining the overall vision for the project.

Select Experience

Dane County

SE Sheriff’s Precinct Study & Remodel
JCO/NIP Security Assessment Study & Remodel
Dane County, Wisconsin

City of Madison

Fire Station No. 6
Madison Public Library - Pinney Library
Madison, Wisconsin

General Mitchell International Airport - Aircraft Rescue and Fire Fighting Addition (GMIA ARFF Addition)

Milwaukee, Wisconsin

Thysse Campus

Oregon, Wisconsin

Appleton Public Library

Appleton, Wisconsin

Parkin’s Plastic Surgery

Oconomowoc, Wisconsin

Hawkeye Ready-Mix-Coralville

Coralville, Iowa

Middleton Family Dental

Middleton, Wisconsin

Oregon Community Bank

Oregon, Wisconsin

Wauunakee Community Bank

Wauunakee, Wisconsin

Sysco Foods - Eastern Wisconsin Business Review

Remodel
Jackson, Wisconsin

Monroe Clinic - PT/OT Build Out*

Monroe, Wisconsin

National Cancer Center - Singapore*

Singapore

Froedtert Community Memorial Hospital - ED & Ortho Addition/Renovation*

Menomonee Falls, Wisconsin

Denver Data Center*

Englewood, Colorado

Osceola Downtown Façade Improvements Project*

Osceola, Iowa

Regional Medical Center - Inpatient Unit Expansion*

Manchester, Iowa

Great River Health Systems - Ortho /Rehab Expansion*

Burlington, Iowa

*Denotes work completed prior to joining OPN



Additional Information

Civic Design Philosophy



Inspire, protect, respect & honor.

Public safety facilities are critical civic and community assets. As a civic building, a police and fire station facility should inspire, respect, and honor the work that is done within. These facilities ensure your residents are protected and served and therefore require a thorough understanding of ideal flow and adjacencies. The design of public safety facilities begins with a clear understanding of the users, goals, and unique operational needs. Based on our design of similar facilities, we have a comprehensive working knowledge of fire and police station standards to guide our design and process.

Designing with Empathy

Particularly after the last couple of years, our society has a renewed appreciation for the importance of our community's first-responders and front-line workers. We understand the needs of your departments are unique and therefore know what questions to ask before starting design work. This is designing with empathy. Rather than beginning the process with preconceptions, we begin by pursuing the particulars of a site and program to produce a specific and constructive response. We wish to understand the quantitative and qualitative forces — community, neighborhood, infrastructure, character — that will impact the design and day-to-day operations of this new public facility.

Planning for Future Flexibility

The ability to modify and adapt systems to the changing needs of users is vital to a facility's long-term usefulness. In particular, the ability to isolate sections of systems for tie-ins without the need for extensive shut-downs allows changes to be made in one area of the building while minimizing the impact on areas that are not being modified. Particularly in recent years, the conversation has gained momentum as one of the guiding principles of many design strategies as well as sustainable design. Changes driven by the pandemic will serve to advance and adapt this discussion. We should ask now, how will this renovated or new city hall, police and fire station accommodate future remodels or perhaps even more importantly, how can it extend the time before a remodel is required?

Conscientious Stewards

On any project, but particularly for civic clients, we work diligently to ensure that the imperatives of time, budget, and schedule are met. We are proud of our track record of completing complex projects on time and budget. We take our job as the stewards of tax payers' dollars very seriously. We understand that predicting and controlling costs is critical to project success and will work with you to make the best use of resources and maximize the village's budget.



Participatory Process

OPN is well prepared to help you create the solution to serve your departments for many years to come. We understand the value of engaging your departments leaders and staff in an inclusive process, focused on creativity, function, economy, and time. Transparency and a well-communicated process will be critical to make this project a success. Our process builds the foundation for a successful project by engaging key stakeholders to synthesize complementary — and sometimes competing — interests into a blended and shared vision for the project.

Healthy & Sustainable Strategies

Our team takes a holistic approach to sustainability that results in buildings that are beautiful, high performing, and healthy. We believe in creating healthy environments and in developing strategies that utilize resources wisely. We recently completed the Marion Fire Department, a station that is a national benchmark for design strategies that positively impact fire fighter health and wellbeing. Renovating or building a new fire department, police department, and village hall must do more than just mitigate the negative impacts of its construction and operations, it has to build lasting, positive connections throughout the communities it serves in order to be successful.

Technology & Energy Efficiency

Changes in technology and the need for efficient, sustainable buildings are some of the larger drivers in civic projects. An exemplary facility requires a cohesive, holistic solution toward the interaction of architectural interior spaces to lighting and air quality, in terms of quality, comfort, and control. Technology and security, done well, are minimally intrusive to users.

Separate & Secure Circulation

The multiple user and public nature of a village hall, police and fire station requires flexible and efficient solutions to entrances, circulation, offices, separate circulation throughout for the community, and staff increased safety. At the Polk County Criminal Courts, separate circulation throughout for the public, judicial staff, and detainees increases safety. Other solutions to complex access requirements can include a vehicle secure sally port; vehicle bay for deliveries and maintenance; and separate secure entrances for staff or emergencies. Our programming exercises assess space needs and departmental adjacencies for public access, public accommodations, and diverse complicated security needs.

User-Centered/Innovative Design

In order to design with empathy and support meaningful transformation, design teams must begin to understand the various parts of their communities and how they are connected. Community members — particularly those who are vulnerable, disadvantaged and under-represented — must have a greater voice in decisions that impact them. At OPN, we promote social equity by integrating strategies that address identified social and community needs and disparities among those affected by the project by:

- Creating healthy, supportive environments for those who work/live in the project

- Responding to the needs of the surrounding community

- Promoting fair trade, respect for human rights, and other equity practices among disadvantaged communities

Fire Station Safety & Wellness

Fire Station Hazard Prevention

First responders experience severe health exposures in their day-to-day line of work. Although these occupational hazards may not be completely eliminated, there are many ways to minimize these health risks through equipment and facility planning. As an example, through proper care and cleaning of PPE, gear, and tools, fire fighter exposure to carcinogens and contaminants diminishes. We understand these hazards, and want to implement the best solutions to maintain a safe environment for the men and women who work in the public safety facility. These solutions include:

Cleaning Spaces

The process after exposure to any hazardous materials should be thorough to insure the safety of those who work in the public safety facility. Having designated spaces for proper cleaning is critical, starting with a clear pathway to the cleaning facilities that is close by, and does not expose anyone else in the station. Having a place for contaminated gear or tools is also important, as those chemicals can linger and cause secondary contamination. Securing a location for unprocessed gear will allow for immediate hazard containment and prevent any sort of spread. Designating a second location of PPE, gear, or tools that have been cleaned will help to separate sanitary and unsanitary items from crossing paths.

Decontamination Sauna

The fire station has to incorporate decontamination areas in the station for when fire fighters have been in contact with chemicals or hazardous materials. Decontamination saunas are a new solution to exposure to harsh materials. Sweat is a natural detoxification method that cleanses, increases circulation, and boosts the immune system.

Storage

The proper storage of clean PPE, gear, and tools is also important when it comes to keeping those facility materials clean. Lockers, located in a separate space from unwashed gear, are great for insuring that recently washed materials are completely dry. Therefore, they should allow proper space and ventilation, even with a mechanical dryer. Storage for proper air drying also allows for any off-gassing: the release of trapped or absorbed gas.

Risks don't end when you walk in the station door. We know the sacrifices of your hard working men and women and the evelated risks they face:

- PTSD
- Shift Work Sleep Disorder
- High risk of cancer
- Increased risk of coronary disease
- Irregular Circadian rhythm



Project Approach

We are committed to designing civic facilities that strengthen and benefit communities. For this project, we offer that same commitment to you.

We would be honored to work with you to assess your police department, fire department, and village hall that will include an analysis of the long-term needs of both facilities, identify constraints and opportunities, and develop a general floor plan, site requirements, and estimated building costs. Our goal is to work with you to build consensus around facility needs that will help Hartland serve its citizens long into the future. Public safety facilities require the latest security, state-of-the-art technology, and efficient workspaces. For your project, we will:

- Evaluate and assess Police Department, Fire Department, and Village Hall facilities long-term space needs.
- Provide an evaluation of the potential renovation of the existing facilities in comparison to building new facilities on Village owned property to include a cost estimate for each option.
- Provide professional architectural design services for the preferred option as determined above.

Project Kick-Off

Our proposed approach is born of successful experience working on similar public projects. For this and all projects, we suggest a project kick-off with the fire and police department and village representatives during which we will work with you to clearly establish roles and responsibilities, identify project contacts and communication protocols, identify potential hurdles, determine any initial data needs, and verify our proposed schedule of work with confirmed dates for key project milestones and deliverables.

Prior to this meeting, our planning team will review and evaluate any previously developed background documents.

During this project kickoff, we will:

- Introduce the team
- Build relationships
- Establish a communication plan
- Tour the facilities
- Establish charter goals
- Review all pertinent jurisdictional, site infrastructure, and code requirements

Facility Evaluation

This phase will involve building tours and field verifications. We'll spend time in the existing facilities to observe how areas are used, and we'll capture that information with photos, video, and notes. The physical condition of buildings and systems will be assessed. Assets and deficiencies of present facilities will be highlighted with respect to spatial use, infrastructure and building systems, and anticipated financial impact of potential solutions for short and long-range goals and objectives.

We'll study ways in which renovations can be prioritized and phased to align with funding and in order to minimize community and staff impact, and maintain building operations during project execution. We will also consider new construction scenarios in order to arm the village with the data you need to move forward with confidence.



Assessment Tools & Technology

Assessing and evaluating existing structures is a unique endeavor that often requires a multitude of tools and approaches to fully understand all conditions. Click or scan the QR code above to learn more about our range of tech-tools.

3D Scanning

In addition to our visual assessment of your building, laser scanning offers a huge advantage over the traditional field verification process. In seconds a laser scan of a space or structure can collect 360 degree photographic and geometric data; a process that typically takes several minutes to hours when done by hand. Scans themselves are accurate to the millimeter, allowing our documents and designs to seamlessly integrate with existing buildings and infrastructure. The drawings and plans will be in a format the village can use in the future.

Project Approach

Space Planning Analysis

Bringing our recent experience designing similar civic spaces for other clients, we will work closely with you and your staff to understand what works and what could work better. We will conduct on-site listening sessions with identified groups to discuss how your each of your facilities may be out of pace with current needs to establish space requirements, functions, and any special nuances that may influence spatial needs. We understand that having a clear understanding of your operational needs is extremely important to the success of your project. However, also significant to this work is reviewing the mission, vision, values statements, demographic and economic information, previous planning and facilities studies, and historical and projected staffing data. We will focus on the needs specific to each department and user group, and compare against existing infrastructure. Our conversations will explore:

- The nature of the work done in the building
- Optimal physical adjacencies
- The relationship between the departments and sites
- Space for growth

Based on these conversations, we will explore whether current space, adjacencies, and technologies are adequate now and into the foreseeable future.

Site Needs Evaluation

We understand that the site of a police and fire station is critical to the efficiency of their service. The site needs evaluation will help determine and evaluate the efficiencies and deficiencies of the Village's existing facilities, while also analyzing call volume, location of calls, response times, and current fire sector borders. Considering both current conditions and future population growth, we will assess the current location and potential village-owned parcels.

The potential sites will be evaluated and test fit. The design of a site for a fire and police department is especially critical given the importance of response times. The evaluation of a site will also include ingress/egress, sight-lines for oncoming traffic, security, topography, cost, and utility availability. We will provide a ranking of sites based on the aforementioned criteria. Two key criteria that will play a role in this are efficient and safe fire truck turning movements. These two criteria will be important in determining the most efficient, safe, and best value location of the proposed fire station building. The fire station exit doors need effective egress for fire trucks to leave the site and obtain quick access in all directions. Upon return to the fire station, the fire trucks should be able to enter the site with minimal turning movements to re-enter the fire truck bays. Early coordination with the DOT will be critical in coordinating an approved design and use.

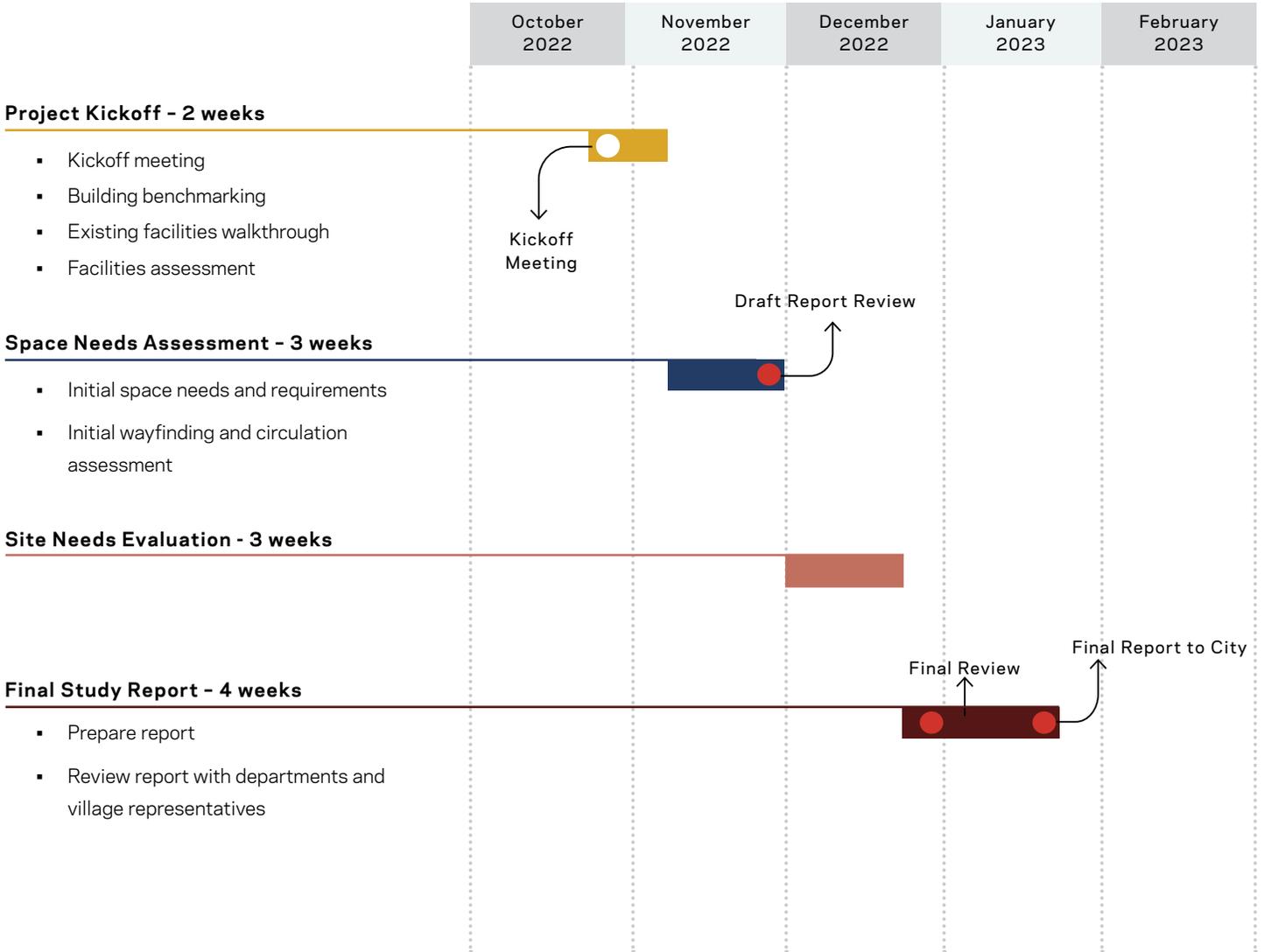
Final Report

This process will conclude with a confirmed report of the assessment and space planning for the police station, fire station, and village hall. At the end of our services, we will review and present a draft of a report to village representatives and make recommendations of the options for the facilities. This report will outline the project objectives, assessment findings, space planning, and related cost estimates. The report will also capture key visions and goals with a written narrative describing intangible qualities of the proposed solutions. Following any required revisions, a final report will be delivered to the village including all of the below:

- A description of the work tasks that will be required to complete the work and the costs associated with the work tasks or groups of tasks.
- A timeline for the accomplishment of the tasks described above.
- An evaluation of the long-term facilities needs respectively for the Police Department, Fire Department, and Village Hall General Government Functions.
- An assessment of the suitability of the current facilities to meet the needs identified above and the costs to improve those facilities to address any current deficiencies and to meet future needs.
- The site requirements and estimated building costs to construct a building on a new site to accommodate the needs identified or the alternative of remodeling the existing facilities.
- A general floor plan for design of the facilities as recommended by your firm for each option identified above.
- A list of pros and cons of each option identified above.
- Three paper copies of the final space needs assessment and one electronic copy.
- A copy of the engagement agreement (in WORD format) that you propose be utilized for the work to be performed, subject to negotiation.

Proposed Timeline

Below is a proposed timeline outlining durations for our approach to evaluate, assess, and deliver a final report for the Hartland Police Department, Fire Department, and Village Hall facilities long-term space needs. This includes preliminary budget estimates, design concepts, and other site considerations that inform the funding requests and future implementation decisions of the Village. Based on your needs, this schedule can be adjusted to meet additional deadlines or conditions.



Sustainable Design

Sustainable design strategies make the most of economic resources today and into the future.

Our team takes a holistic approach to sustainability that results in buildings that are both beautiful and high performing. At the core of our process is the goal of aligning performance, efficiency, and durability. The total cost of ownership for a facility is predominately weighted on operations and maintenance. Designing and constructing it correctly the first time will yield a generation of maintenance and financial benefits. Our approach will be rooted in sustainable strategies that make fiscal sense.

Having provided these services for recreation spaces of all sizes, we understand the unique sustainability and energy challenges and strategies appropriate for recreation projects and are well positioned to guide the design team and the Village toward sustainable, resilient, and regenerative design innovations. Our team provides building performance modeling and analysis to quantify energy, renewables, water consumption, cost, daylight and carbon emissions of design options. We start with a sustainability visioning workshop with all key stakeholders and the design team to identify goals and objectives. We use multiple analysis tools to provide recommendations that save money, enhance occupant well-being and result in the best return on investment.

- Life-cycle cost analysis can be used for any decision to test if an option with a first cost premium has a positive net present value over its life after considering energy, maintenance and replacement costs.
- Triple-bottom line evaluation adds environment and social factors to typical life-cycle cost analysis for a more holistic analysis of the total operational performance for evaluation.
- Daylight analysis helps the project team create spaces that are visually comfortable for building occupants and allows for the maximum number of lights to be off or dimmed during daylight hours.

All these analysis methods will help the project team achieve a sustainable recreation complex that conserves environmental and financial resources that the local community can be proud of.

Johnston City Hall

Johnston City Hall is designed to conserve energy, make better building material choices, and drive innovation within the community. The project team utilized energy modeling software and sustainable strategies throughout design to ensure that the project is on target. Johnston City Hall is targeting LEED Silver with Net Zero aspirations. Building efficiency is maximized through the building's shape, orientation and solar shading. Selected sustainable strategies include:

- Partnership with 1Source Solar to install 478 solar modules, creating a 184kW solar array on City Hall roof to provide most or all of City Hall electrical power needs.
- Daylighting and views to the exterior prioritized throughout the building, and building massing and shading devices have been implemented to reduce cooling loads.
- High efficiency lighting, water fixtures and mechanical systems are utilized throughout.
- On the interior, material selection and reuse add to the character and quality of the space. The project team surveyed and mapped trees on site in order to keep as many as possible. Trees that had to be removed were harvested and are being utilized in key public-facing elements in the building including re-use at the reception desk, lobby walls, work stations and interior signage.



Similar Project Experience

Assessment, Planning, Conceptual Design Services, New Construction

City of Waukee Public Safety Facility



The City of Waukee hired OPN to design a new state-of-the-art, 78,200 square foot modern facility to serve as headquarters for the Waukee Police and Fire Departments. Following construction completion, the existing Public Safety Facility will be repurposed to allow a secondary presence for the Fire Department, and for alternative uses to be determined by the city. The main level will contain all the immediate staff use spaces while the lower level will contain a parking garage, storage, 50-yard firing range, mechanical and electrical rooms. The building contains offices, meeting rooms, work rooms, kitchenettes, training rooms, dayroom, study, restrooms, fitness area, sleeping for fire personnel, and 4-bay apparatus for Fire Department vehicles, with attached mezzanine area, as well as small storage rooms and buildingsupport rooms. A proposed green roof is proposed over the firing range, at grade with the main level. Secure covered garage parking for approximately 23 police vehicles, 12 covered parking stalls for fire vehicles, as well as surface parking for approximately 42 personal police vehicles, 23 fire department vehicles, and 40 miscellaneous parking stalls to serve the building users and public.





Location	Waukee, Iowa
Year	2021-2022 (feasibility study)
Size	55,000 square feet
Cost	TBD
Contact	Brad Deets, City Administrator City of Waukee (515) 978-7899 bdeets@waukee.org

Similar Project Experience

Assessment, Planning, & Conceptual Design Services

Indianola Public Safety Building, City Hall & Public Library



Fire Station

As the first major initiative of its newly adopted comprehensive plan, the city of Indianola hired OPN Architects to conduct facility assessments, space planning, and conceptual design of several city-owned facilities in order to improve spaces for staff and services for the community. OPN began by conducting an in-depth assessment of the fire and police department facilities, city hall, and public library. Assessments and visioning exercises informed space and site planning around the preferred concepts of a new Public Safety Center on the same site as the current combined facility and a new joint Library/City Hall on the site of the existing library.

The new building is oriented on the site to allow for optimal response times and pull through bays. The new two-story multi-departmental facility contains offices, meeting rooms, work rooms, kitchenettes, classroom, day room, study, restrooms, fitness area, sleeping for personnel, 8-bay apparatus bay, as well as small storage rooms and building support rooms. A rooftop patio and green roof aid in employee comfort and building performance. There will be secure covered parking for approximately 20 police vehicles, as well as surface parking for approximately 15 fire department vehicles. While not seeking to achieve LEED certification, the building will implement energy savings systems and sustainable design, including a full Solar PV array system. In addition to design services, OPN is supporting the city in communication and referendum planning.

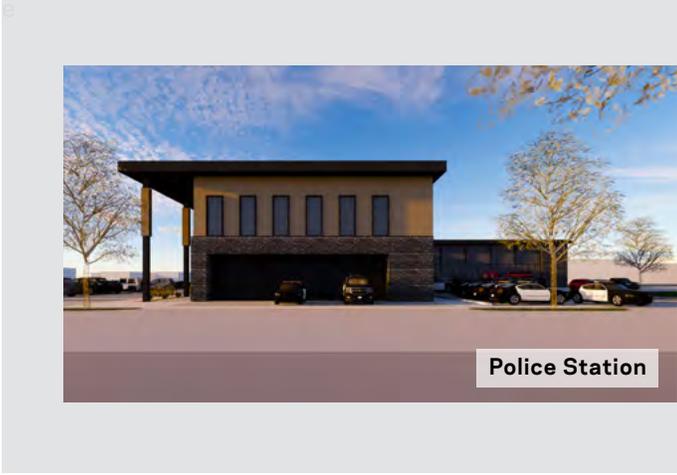


City Hall





Police Station



Police Station



City Hall

Location Indianola, Iowa
Year Estimated 2023
Size 42,835 square feet (library/city hall)
48,898 square feet (public safety)
Cost TBD
Contact Charlie E. Dissell, Interim City Manager
(515) 962-5276
cdissell@indianolaiowa.gov

Similar Project Experience

Assessment, Planning, Design Services, Renovation

Dane County Sheriff Southeast Precinct



A former Human Services Building was renovated to serve as a new precinct location for the Dane County Sheriff's Southeast Precinct. The new precinct improves services and response times, adds space for vehicle storage, and eliminates inadequacies of their current undersized facility.

During the Pre-Design study and phase I of design, OPN reviewed ideal flow and adjacencies in order to identify innovative ways to reinvent existing spaces to better serve current and future functions, including the latest security techniques, state-of-the-art technology, and efficient workspaces.

It was important for the department that the public feel welcome at the new precinct. The remodeled facility's location also allows for better response times, while the state of the art space for deputies and embedded mental health staff enables the department to better ensure public safety and conduct thorough investigations as members of the communities they serve.





References

References

The references below can speak to our entire team's passion for excellence and commitment to their projects. This is a proven team, who complete successful buildings together time and again.

The Village of Waunakee

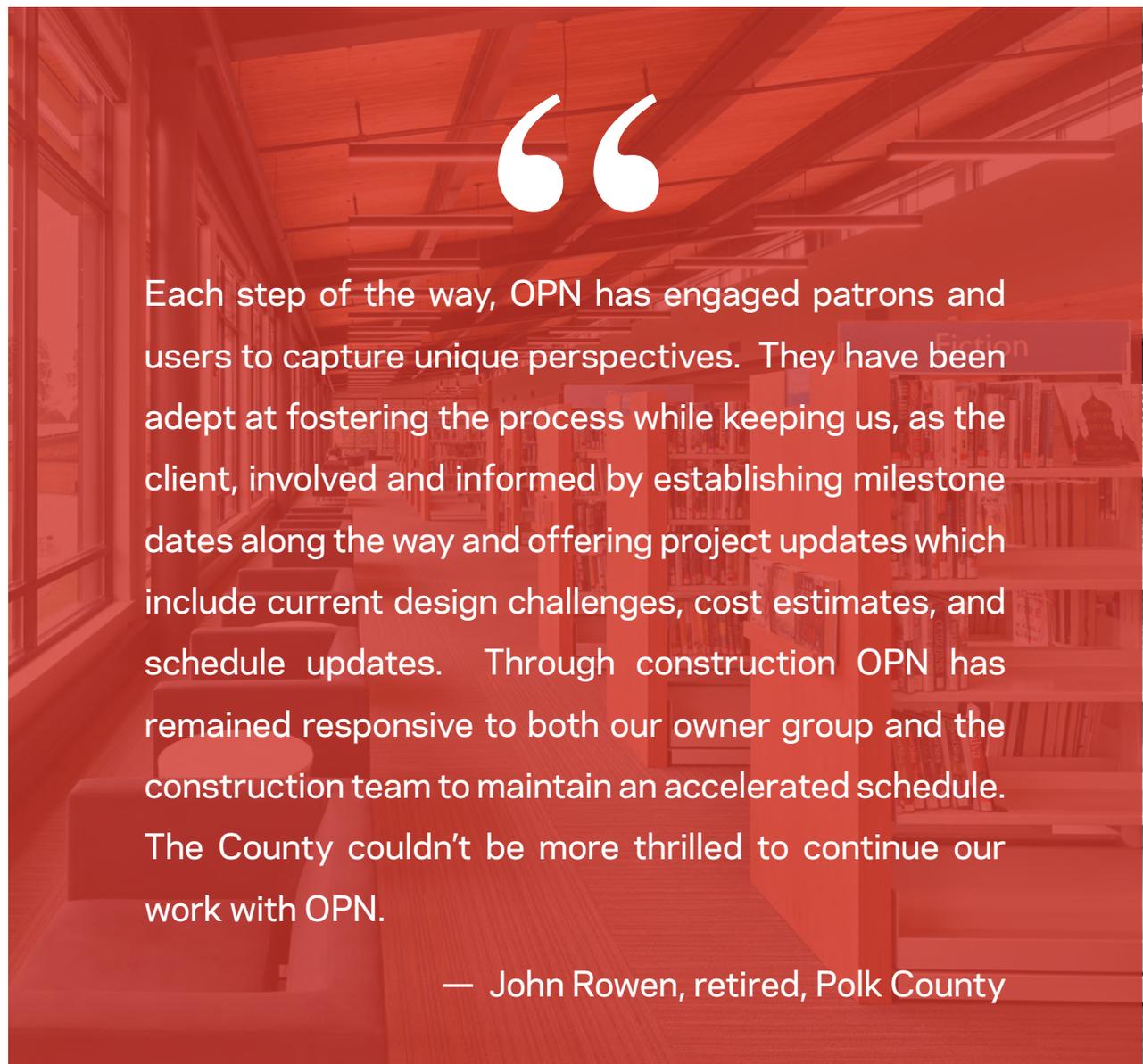
Todd Schmidt
 Village Administrator
 (608) 850-5227
 tschmidt@waunakee.com

City of Madison

Jon Evans
 Building Design Project Manager
 (608) 243-5893
 jevans@cityofmadison.com

Dane County

J. Eric Urtes, AIA, LEED AP
 Department of Public Works
 Engineering Project Manager
 (608) 266-4798
 urtes.eric@countyofdane.com



Each step of the way, OPN has engaged patrons and users to capture unique perspectives. They have been adept at fostering the process while keeping us, as the client, involved and informed by establishing milestone dates along the way and offering project updates which include current design challenges, cost estimates, and schedule updates. Through construction OPN has remained responsive to both our owner group and the construction team to maintain an accelerated schedule. The County couldn't be more thrilled to continue our work with OPN.

— John Rowen, retired, Polk County



opnarchitects.com

301 N. Broom Street, Suite 100
Madison, Wisconsin 53703

September 29, 2022

Mr. Torin J. Misko
Chief of Police
210 Cottonwood Ave.
Hartland WI, 53029

RE: Village of Hartland Building Needs Assessment Project Request for Proposals

Dear Chief Misko;

Thank you for your considering our statement of qualifications. As noted in my electronic correspondence, we understood the fee to be a post-interview discussion so thank you for allowing this additional information to be included for consideration.

Out fee for the above noted work is **\$19,240.00** (nineteen thousand two hundred and forty dollars). The fee includes our engineering consultants and our cost consultant compensation and the work identified in the request for Proposals (RFP).

Should you need any amplification to this work scope and the proposed fee, please notify me at your convenience.

Sincerely,

Zimmerman Architectural Studios, Inc.



John C. Sabinash
Vice President | Principal-in Charge
414.225.0837

John.sabinash@zastudios.com

www.zastudios.com



Village
of
Hartland

Zimmerman
ARCHITECTURAL STUDIOS, INC.

Response to Request for Proposals

Village of Hartland
Building Needs Assessment



September 26, 2022



Mr. Torin Misko
Chief of Police
210 Cottonwood Drive
Hartland, WI 53029

Dear Chief Misko and Members of the Selection Committee,

Zimmerman is grateful for the opportunity to present our qualifications for this important assignment. We had a chance to tour both facilities and are thus better prepared to execute this work, understanding underlying concerns about systems, tenancies, and the variety of needs that contribute to operational effectiveness.

The primary driver of this work, aside from mechanics of what, how, and when, is understanding what the building represents to the community it serves. Our goal will be to define the problem with technical aptitude and understand the 'why' of your project. Why now? Why in this place versus another?

Our team is holistic and encompasses the expertise required:

Engineering - for a comprehensive analysis of system functionality - use, re-use and succession planning;

Constructing - to forecast the cost of construction in a frenetic marketplace overlaid with construct-ability to provide assurance that the appropriate construction dollars are assigned to the goal;

Designing - apply Architectural techniques to question spaces and use, workflow, and qualities of your environment filtered thru experience and best practice thus creating a futureproofed solution.

We are excited about this opportunity. You will find us to be pragmatic, practical, tireless and dedicated to this task and to create a solution specially tailored to the Village of Hartland.

Sincerely,

Zimmerman Architectural Studios, Inc.



John Sabinash

Principal-in-Charge | Executive Oversight

John.Sabinash@ZASTudios.com

Direct: 414-225-0837

Cell: 414-526-6184

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1.0 FIRM OVERVIEW





Zimmerman Architectural Studios is an interdisciplinary architecture, interior design, planning and engineering firm located in Milwaukee's Menomonee Valley.

We create environments that provide positive, lasting impact by combining rich insights about the experience of the people who will use the space, the nuances of our clients' businesses, and the greater social, cultural, and environmental context of our work.

Encapsulating Your Why

We are relentless in our pursuit to encapsulate our clients' 'why' with dynamic environments. Because it's only when you start with the why that you can get to truly powerful design solutions that delight, inspire, empower and energize.

We are laser-focused on collaborating with our clients, immersing ourselves into your day-to-day operations and delivering high-quality services so that we can seamlessly bring your unique 'why' to life.

More Than a Beautiful Building

We are problem solvers who thrive on transforming challenges into possibilities and see the opportunity in every building we design. The opportunity to transform an organization or community. To inspire and energize. To improve quality of life and save lives. We never lose sight of that potential.

It comes from experience. From a deep understanding of the art and science of architecture. And from a vision of what is possible. By focusing on the possibilities we ensure that you don't just get the specs you asked for, you get the spectacular you are dreaming of.

In-House Services

Zimmerman's team is comprised of 100+ talented individuals representing multiple building design disciplines including:

- | | |
|---------------------------------|------------------------------|
| Interior Design | HVAC |
| Furniture Planning + Design | Electrical Engineering |
| Space Planning | Electronic Safety + Security |
| Architectural Planning + Design | Lighting Design |
| Civil Engineering | Sustainable Design |
| Structural Engineering | Cost Estimation |
| Landscaping | Specifications Development |
| Fire Suppression | Quality Control |
| Plumbing Engineering | Graphic Design |

Intimate Market Expertise + Cross Sector Application

We have specialized studios with experts dedicated to their respective building types. We have a profound understanding of the nuances associated with each of the sectors we work in and apply that knowledge across building types and user experiences.

Markets

Civic + Cultural

Corporate + Commercial

Education

Government

Healthcare

Hospitality

Industrial

Recreation + Wellness

Residential

Science + Technology

Sports + Entertainment

Worship

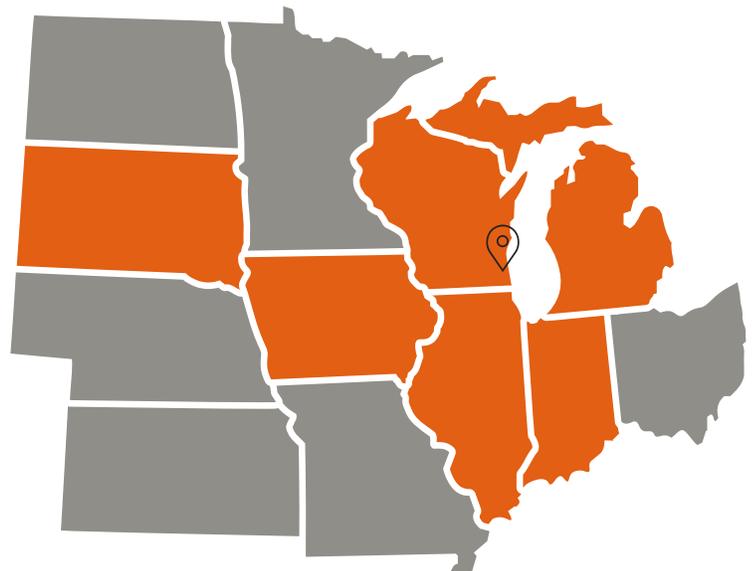


ENR Midwest



2021

Primary Service Areas





HARWOOD ENGINEERING CONSULTANTS, LTD.
 255 North 21st Street, Milwaukee, Wisconsin 53233
 (414) 475-5554 | www.hecl.com

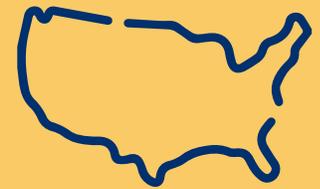
WHO WE ARE

Harwood Engineering Consultants is a multi-disciplinary architectural engineering consulting firm specializing in building systems development. The firm is located in the Menomonee Valley in Milwaukee, Wisconsin serving the public and private sectors since 1973.

Our team of highly qualified staff includes LEED® Accredited Professionals, Civil Engineers, Landscape Architects, Structural Engineers, , Plumbing / Fire Suppression Designers, Mechanical Engineers, Electrical Engineers, and Specialty Lighting Designers.



\$ 5-10 MILLION
 Average Project
 Total Construction Cost



Registered Across the US

OUR MISSION

We consistently deliver excellent, creative, and professional engineering solutions that enhance the quality of the human environment while meeting the functional needs and economic goals of the building owner.

OUR DIFFERENTIATOR

What differentiates Harwood Engineering from other engineering firms, is the architectural multi-disciplinary engineering approach. While each engineer has a practice focus, the group seeks integration of building systems as a whole. Through collaborative efforts between the firm’s six disciplines, owners are assured optimal facility performance within its overall building design.

OUR MARKETS

Harwood Engineering works within many markets including corporate, hospitality, financial, higher and lower education, research/laboratory, clean rooms, hospitals, medical offices, multi-family, senior living, municipal and government facilities, manufacturing, parking structures, and places of worship.



RELEVANT PROJECT EXPERIENCE

Appleton Police Station, Addition & Remodeling

City of Ashland, OH Law Enforcement Center
Bayside Police Department

Village of Bayside 911 Communications Center
Expansion

Brookfield Fire Station #2 & #3

Brookfield Public Safety Building Fire
Department

Brookfield Police Department Design Energy
Efficiency Upgrade and Focus On Energy
Grant

Columbia Correctional Institution, Segregation
Building Addition

Delafield Town Hall & Fire Station

Department of Military Affairs, Joint Operations
911 Communications Center

Door County Community Center, Public
Health, ADRC Center & EMS

Elkhorn Police Department

Fond du Lac County, City/County
Government Center

Fox Point Police Station

Fredonia Fire Station - Addition & Remodel

Glendale, City Hall & Police Department,
Addition & Remodeling

Glendale/Northshore Fire Station #82, Building
Assessment

Greendale Fire Department

Hartland Police Department, Garage
Expansion & 911 Communications Center

Kenosha County Emergency Services

Kenosha County Public Services Building

Madison Fire Department, Station No. 13, New
LEED-NC Silver Certified Fire Station

Menomonee Falls Fire Station No. 1 & 5, New
Fire Station

Muskego, City of, Police Department Addition
and Remodel

New Berlin Fire Station #3

New Berlin, Safety Building, ACCU
Replacement & Fire Station HVAC

North Shore Fire Station No 85 - Energy
Efficiency Improvements

North Shore Fire Station No. 5, New
Construction

Onalaska Public Safety Building

Richfield Fire Station, New Construction

Sheboygan County, Law Enforcement Center

Sheboygan Combined Dispatch Center
Remodel

Sojourner Family Peace Center, New Justice
Center, Milwaukee, WI

Southwest Technical College, Public Safety
Building

State of Wisconsin, Joint Forces Headquarters,
New Construction - Madison, WI

Walworth County, Law Enforcement Center

Waukesha County, Health and Human
Services Building

Waukesha Fire Department, Station No. 2 & 3

Wauwatosa Fire Department, Station No 1
Designed to LEED Silver Certification

Wauwatosa, WI

Wauwatosa, City of, Department of Public
Works

West Allis Police Department Municipal
Building & Courtroom

West Bend Police Department- Addition and
Remodelling



Village of Hartland



SELZER-ORNST CONSTRUCTION COMPANY

MISSION & APPROACH

To provide our clients with the highest quality construction services with honesty, integrity, and expertise since 1928.

Selzer-Ornst Construction Company has earned a reputation for building strong foundations with clients, architects, subcontractors, and vendors alike.

Our hands-on approach to every project is unique - just like our clients. We take great pride in seeing things others don't as we work to gain an understanding of the facility needs, budget requirements, site conditions, and organizational goals. We actively listen and proactively communicate to ensure each building realizes our client's vision while maintaining the project budget and schedule.

Selzer-Ornst is committed to providing the highest-quality construction services throughout southeastern Wisconsin. We know that quality starts with a passionate, expert staff - where having integrity and being honest are core values. Our diversely skilled and hard-working team illustrates initiative and diligence in producing buildings that create extraordinary value for our clients and their communities.

This personal dedication and the use of advanced technology coupled with a genuine interest in each client's success, provides an unparalleled customer experience.

TEAMWORK

Today's projects are increasingly complex, requiring a fully collaborative team approach. Whether a project is large or small, new construction or renovation, we are focused on creating buildings of enduring value. Our ability to deliver all the required professional services under a single contract is a tremendous benefit for our clients by streamlining coordination and maximizing efficiency.

We function as an integral part of the project team, constantly seeking the best possible solutions for each client's needs.

Selzer-Ornst believes in integrating design and construction at the onset of every project and values the relationships we have nurtured with clients, architects, engineers, subcontractors, and vendors over the past 90+ years. This integrated delivery process ultimately saves our clients time and money as well as assures quality and design expectations are met throughout construction.

HONESTY INTEGRITY EXPERTISE

Honesty, integrity, and expertise are the cornerstones of our business. We function as an integral part of the project team, using the most up-to-date technology and hands-on approach to provide custom, personalized solutions based on our client's individual needs.



6222 West State Street
Milwaukee, WI 53213
P: (414) 258-9900
F: (414) 258-3693
www.selzer-ornst.com



SELZER-ORNST CONSTRUCTION COMPANY

HISTORY & BACKGROUND

A construction industry pioneer since 1928, Selzer-Ornst has built many of the structures that make up the landmarks we love, the industries we depend on, the businesses we frequent, and the places that allow our communities to flourish.

We were a family-owned corporation for three generations. In 2017, Matthew Tadisich acquired Selzer-Ornst and converted it to a limited liability company.

Our offices are located at 6222 West State Street in Wauwatosa, Wisconsin and have been for over 90 years. Our reliable team consists of over 50 project managers, engineers, superintendents, accountants, marketers, administrators, and field personnel. Many of our team have been with Selzer-Ornst for over 10 years. This dedicated team has fulfilled every construction contract we have taken on and has not been part of any litigation proceedings.

Over our long history in Southeastern Wisconsin, we have established strong relationships with a vast network of subcontractors. These relationships coupled with our construction experience and ability to self-perform general requirements, carpentry, concrete, masonry, drywall, and demolition allow us to consistently obtain the best possible pricing for high-quality trades work on each of our projects.

In addition to being quality conscious and cost-competitive, the trade work that Selzer-Ornst performs permits us to increase project controls by coordinating work activities with one project management team. This enables us to mobilize our team faster, minimize contractor orientations, and eliminate dispute resolutions by providing a single-point of accountability for numerous work activities.

We see each project as a partnership, built on shared trust, a commitment to common goals, and open communication among the client, architect, engineer, construction manager, and subcontractors. This partnership serves as the foundation for not only creating a great building, but for building lasting friendships.

Ultimately, at Selzer-Ornst, we are doing more than constructing buildings, **we are enhancing peoples' lives through the spaces we create and the people we serve and develop.**



"I just wanted to take a moment to tell you what a pleasure it has been working with you on another very successful project. You should be made aware that it is not every project that has such a TEAM attitude and willingness to work together for the good of the project as this one did. Your ability to keep the project on track, on time, on schedule, and under budget was outstanding."

- Plunkett Raysich Architects



2.0 KEY PERSONNEL

Zimmerman Architectural Studios

John Sabinash

Principal in Charge
Director, Municipal Studio

Wendy Schultz, IIDA IFMA

Space Planner

Harwood Engineering Consultants

Mario Medina, DE

Electrical Designer

Philip Mnuk, DE

Plumbing Designer

Michael Willems

Mechanical Engineer

Selzer Ornst - Cost Estimating

Brett Reynolds

Senior Project Manager



JOHN SABINASH

Principal | Vice President
Director, Municipal Studio

ROLE ON PROJECT

Principal in Charge

BIOGRAPHY

John will serve as project executive and principal in charge. He has more than 25 years of experience in the planning, design and construction of municipal buildings of all varieties and will bring leadership and coordination that ensures the project will be on time and within budget. As Principal in Charge, John will lead the team members responsible for coordinating and directing the programming, design, interiors, engineering, and field specialists towards the efficient completion of a project. John has been a featured speaker on the subject of visionary planning for state-of-the-art public safety buildings and sustainable design.

EXPERIENCE

Years at Zimmerman: 33

EDUCATION

Bachelor of Architecture

UW-Milwaukee

Masters of Architecture

UW-Milwaukee

MEMBERSHIPS/AFFILIATIONS

Associate: International Association of Chiefs of Police

Board Member: Wisconsin Chiefs of Police Association

Board Member: Safe and Sound

PROJECT EXPERIENCE PARTIAL LIST

Appleton Police Station Study and Design

Kenosha County Emergency Operations Center

Frankfort Police Station, IN

Franklin Police Station, WI

Onalaska City Hall, Police & Fire, WI

Platteville Police Station, WI

New London City Hall, Police & Fire, WI

Ashwaubenon Village Hall, Police & Fire, WI

Sturtevant Village Hall, Police & Fire, WI

Pella Police & Fire, IA

Brown Deer DPW, Police and Fire Station, WI

Delafield Fire, Police & DPW Study, WI

Milwaukee, Police Administration Building, 6th Floor, WI

City of Milwaukee 3rd District and Data/Communications Center, WI

Saukville Village Hall & Police, WI

Bayside Village Hall & Police, WI

Oconomowoc Lake Village Hall & Police, WI

Davenport Police Building, IA

Fond du Lac Police Department Study, WI

Fort Atkinson Police Department, WI

Fox Point Police Department, WI

+ 20 more Government Planning and Design Projects



WENDY SCHULTZ, IIDA, IFMA

Principal | Vice President | Space Planning
Interior Design

ROLE ON PROJECT

Space Planner

BIOGRAPHY

Ms. Schultz specializes in programming, space planning and interior design. She will interface with the architectural design team and client in analyzing and testing space interrelationships and departmental adjacencies. She will also participate in the development of any interior design required for assignments which may result from the planning effort. She focuses on the client’s needs to ensure a quick, efficient turnaround.

Ms. Schultz has a broad array of education and other institutional space programming experience.

PROJECT EXPERIENCE PARTIAL LIST

Walworth County, County Wide Facilities Master Plan, Elkhorn, WI

Walworth County HHS, Elkhorn, WI

Outagamie County, Security & Space Needs Study, Outagamie, WI

Pine Ridge Justice Center, Pine Ridge, SD

Racine Correction Health Services Unit, Racine, WI

Racine County Facility & Space Use – Master Plan

Rock County 911 & IT Study, Janesville, WI

Rock County Communications Center Addition & Remodeling, Janesville, WI

Rock County Health and Human Services Building, Janesville, WI

Waukesha County Health and Human Services, Waukesha, WI

Wood County Space Needs Analysis Study, Wisconsin Rapids

Wood County River Block Building Study

EXPERIENCE

Years at Zimmerman:	33
Years at Other Firm(s):	05

PROFESSIONAL REGISTRATIONS

Interior Designer, Wisconsin, 64-109

EDUCATION

BS, Interior Design

University of Wisconsin - Madison

MEMBERSHIPS/AFFILIATIONS

International Interior Design Association (IIDA)

International Facility Managers Association (IFMA)

MARIO MEDINA, DE

Senior Associate | Electrical Designer

ROLE ON PROJECT

Electrical Designer

BIOGRAPHY

Mario is a successful designer with 20 years of local and international experience in electrical power systems design and construction, ranging from simple to complex design scopes.

Prior to his design career, Mario worked as a licensed Journeyman Electrician, which provides him with tremendous constructability insight to all aspects of electrical systems design. This includes the design and installation of lighting, power distribution, fire alarm, communication and special systems for the commercial, industrial, government, and healthcare markets.

Mario prides himself on understanding and exceeding client expectations, meeting project deadlines, and exceptional communication. His field experience, complemented by extensive design expertise, establishes Mario as a key member of our electrical engineering design team.

PROJECT EXPERIENCE (PARTIAL LIST)

Continental Properties - Springs at Pena Station - Denver, CO
Frankfort Police Department MEP Assessment – Frankfort, WI
Grand Chute Space Needs Analysis - Town of Grand Chute, WI
JAX INC, Manufacturing and Office Facility – Menomonee Falls, WI
Manpower HQ EXP Development Center - Milwaukee, WI
Milwaukee County Transit System (MCTS) Multiple projects – Milwaukee, WI
MMSD Midvale Toilet Rm & Mechanical Upgrades - Madison, WI
Olin Building, Lakeside Facility - Madison, WI
Pewaukee DPW - Pewaukee, WI
Putzmeister Facility Assessment - Sturtevant, WI
Rock County Sheriff's Office LES + Jail - Janesville, WI
Waukesha Fire Station #4 - Renovation and Addition – Waukesha, WI
Waupaca Public Works Facility - Waupaca, IL
Wisconsin Resource Center (WRC) Units 9 & 10 Wet Cell Remodel - Winnebago, WI



EXPERIENCE

Years at Current Firm:	02
Years at Other Firm(s):	20

PROFESSIONAL REGISTRATION(S)

Professional Designer of Electrical Systems, 2226-7, Wisconsin, Granted 2016

EDUCATION

ABC Electrical Journeyman program, Minnesota
Electrical Journeyman License, 1999

MEMBERSHIPS/AFFILIATIONS/ETC.

Electric League of Milwaukee
Hispanic Professionals of Greater Milwaukee

FUN FACT

Mario enjoys woodworking and has created several pieces of furniture for his family, including a center coffee table and a reclaimed wood dining table.

PHILIP L. MNUK, DE

Senior Plumbing Designer

ROLE ON PROJECT

Plumbing Designer

BIOGRAPHY

Mr. Mnuk has a diverse background of technical and practical plumbing construction, installation and design experience.

Phil's unique blend of experience from the contractor's perspective brings Harwood's clients estimating, design, project management and hands-on know how. Phil is versed in healthcare, commercial, industrial, institutional, and Governmental plumbing designs and installation practices.

Phil has experience with aspects of project management, supervision, installation, estimating, code compliance, construction administration, and plumbing design. Phil's years of experience are a true asset to any team.

PROJECT EXPERIENCE (PARTIAL LIST)

- Clintonville, City Facility Condition Assessment - Clintonville, WI
- La Crosse County Highway Dept. - St. Joseph's Ridge Shop - West Salem, WI
- Mitchell Airport, South Maintenance Shop Locker Room Remodeling, CA - Milwaukee, WI
- Pepin County, Department of Public Works, Scope - Durand, WI
- Polk County, Bishop Building, Renovation - Polk County, WI
- Vernon County Highway Department Building, Fire Protection - Viroqua, WI
- Walworth County Facilities Assessment for LEC - Walworth, WI
- Walworth County, Government Center, MEP Assessment - Elkhorn, WI
- Walworth County, LEC Reconfiguration Sheriff's Office - Elkhorn, WI
- Walworth County, New Health and Human Services Building - Elkhorn, WI
- Wauwatosa, Public Works Garage, Condition Assessment - Wauwatosa, WI
- Milwaukee County North Hwy Garage - CD's - Milwaukee, WI
- MCTS (Milwaukee County Transit System) Study for Electric Bus Facility - Milwaukee, WI
- Pewaukee DPW - Pewaukee, WI
- Marquette County Sallyport - Montello, WI
- Waupaca Public Works Facility - Waupaca, WI



EXPERIENCE

Years at Current Firm:	5.5
Years at Other Firm(s):	38

PROFESSIONAL REGISTRATION(S)

- Plumbing Designer, 1497-007, Wisconsin, Granted 1997
- Commercial Plumbing Inspector, 1999
- Master Plumber, Wisconsin, 1986

EDUCATION

- Commercial Plumbing Inspectors Certification
- Medical Gas Installers Qualification Certificate
- Backflow Tester Certification
- Alternative Energy Certification

FUN FACT

Phil enjoys spending time with his grandchildren and watching them find their way through the storybook of life.

MICHAEL WILLEMS

Mechanical Project Engineer

ROLE ON PROJECT

Mechanical Engineer

BIOGRAPHY

Before joining the Harwood team, Mr. Willems began his career as a sales engineer for boiler manufacturer Cleaver Brooks.

Michael's knowledge of industrial machinery is invaluable when performing heating and cooling design calculations and assessments for all building types, including commercial and industrial buildings, models HVAC systems utilizing AutoCAD MEP and Autodesk Revit, and writing specifications and documentation for mechanical HVAC designs.

PROJECT EXPERIENCE (PARTIAL LIST)

Summit Credit Union Tenant Build-Out - Plover, WI
Summit Credit Union Tenant Build-Out - Hartford, WI
MCTS KK Office Training Room - Milwaukee, WI
Brookfield DPW Building Roof Replacement - Brookfield, WI
Manpower Headquarters Underfloor Air Distribution - Milwaukee, WI
City of Milwaukee Salt Brine Shed - Milwaukee, WI
MPL - Rare Books Dehumidifier and ACCU - Milwaukee, WI
City of New Berlin - Public Safety Building HVAC System Upgrades and Snow Melt - New Berlin, WI
Milwaukee County North Hwy Garage - Milwaukee, WI
Rock County Communications Center Addition and Remodeling - Janesville, WI
VEIT Industrial Office and Shop Facility - New Berlin, WI
Marquette County Sallyport - Marquette, WI
Anthony Buick GMC - Gurnee, Illinois
Waupaca Public Works Facility - Waupaca, WI
MCTS FDL Station Bldg. Renovations - Milwaukee, WI



EXPERIENCE

Years at Current Firm:	1.5
Years at Other Firm(s):	04

EDUCATION

Bachelor of Science, Mechanical Engineering, University of Wisconsin-Milwaukee, Milwaukee, WI, 2020
State of Wisconsin, Engineer In Training, 2020

MEMBERSHIPS/AFFILIATIONS/ETC.

Certificate of Commendation - Marine Corps Reserve, Infantry Rifleman/Armory Custodian 2014-2020

FUN FACT

Michael named his cat Taco because Taco cat spelled backward is Taco cat.



BRETT REYNOLDS

SENIOR PROJECT MANAGER

As a Senior Project Manager, Brett brings strong management and communication skills to his projects. He is responsible for the day-to-day activities of the project including document review and input, scheduling and phasing, budgeting and cost estimates, value engineering and cash flow assessment. His strong relationships with subcontractors enable him to receive competitive bids ensuring continuity of trade contracts, construction site management and project closeout.

Years of Experience: 44

Resident of Oconomowoc, WI

EDUCATION & TRAINING

University of Wisconsin-Stout, Bachelor of Science, Industrial Engineering Technology - Building Construction Emphasis and Business Minor

U.S. Green Building Council, LEED AP

Associated General Contractors of Wisconsin, Leadership AGC

OSHA 10 Safety Training

COMMUNITY INVOLVEMENT

American Heart Association, Heart Walk

Department of Transportation, Adopt-a-Highway

Blood Center of Wisconsin, Volunteer

St. Thomas Aquinas Catholic Church, Volunteer

Wind Lake Youth Baseball, Former Coach

HIGHLIGHTED PROJECT EXPERIENCE

- Baymont Inn and Suites, New Berlin, WI
- Business Bungalows, Waukesha, WI
- CBRE Office Build-out, Milwaukee, WI
- Davis & Kuelthau, Milwaukee, WI
- Dickten Masch Plastics, Nashotah, WI
- Ernst and Young, 833 E. Michigan, Milwaukee, WI
- Fox Sports Network Office Build-out, Brookfield, WI
- Franklin City Hall & Police Department, Franklin, WI
- Geneva Capital Management Office Build-out, Milwaukee, WI
- Hall Render Law Firm, Milwaukee Center, Milwaukee, WI
- Hilton Monarch Room, Milwaukee, WI
- Kerry Taste & Nutrition Discover Center, Beloit, WI
- Konkel Park Pavilion, Greenfield, WI
- Manpower, Inc. Conference Center, Milwaukee, WI
- Milwaukee Public Schools (MPS) ESSER relief fund projects, Milwaukee, WI
- Mukwonago Community Library, Mukwonago, WI
- New Berlin Fire Station No. 3, New Berlin, WI
- Oak Creek Carrollton Elementary School, Oak Creek, WI
- Oak Creek Deerfield Elementary/East Middle/West Middle Schools, Oak Creek, WI
- Oak Creek-Franklin School District Athletic Field, Oak Creek, WI
- Palomar, Milwaukee, WI
- Pfister Café Renovation, Milwaukee, WI
- Potawatomi Bingo & Casino Expansion, Milwaukee, WI
- Riverwalk ADA Upgrades, Milwaukee, WI
- Thermo Fisher, Milwaukee, WI
- We Energies, West Allis, WI
- Wealthspire, Milwaukee, WI
- Wauwatosa Police Department, Wauwatosa, WI
- Wisconsin Athletic Club (WAC) Renovations, Wauwatosa & Menomonee Falls, WI

"Thanks for going the extra mile – I know you go above and beyond to get this project done and I can't tell you how much we appreciate it. Having the office nearby will make a big difference in our lives. I commend your whole team for a job well done. I would work with you and your team again in a heartbeat. "

- Mike Thorson, Leitech US, Ltd



3.0

ADDITIONAL INFORMATION

TION



Key Differentiators

Following are three differentiators we feel will help lead to a successful project outcome.



DEEP WILEAG EXPERIENCE

Our team designed over a third of the accredited WILEAG police stations in Wisconsin and/or facilities planning assignments.

We have a thorough knowledge of the WILEAG principles and standards, and their application to help position the Hartland Police Department for WILEAG accreditation.



EXTENSIVE BUILDING ASSESSMENT EXPERIENCE

We have extensive recent, relevant experience performing studies across a range of government facilities. Our team is highly skilled in mining for information - we know the right questions, to ask the right people, at the right time. We also know where challenges typically present themselves and proactively solve and map solutions.

It's this experience that enables us to get the most meaningful insights, efficiently, reducing the time commitment for the Village of Hartland staff and ensuring Hartland specific solutions that support your unique needs.



IN HOUSE ENGINEERING

Our in-house engineering team - Harwood Engineering Consultants, offers the full suite of engineering services. Our highly collaborative environment and strong communication throughout the assessment process provide a more comprehensive view of architecture and engineering systems integration, resulting in reliable, flexible, future-centric solutions that have proven for hundreds of clients.

Marketplace Leadership

We have worked with the following board members on their projects:

Peter Nimmer (Shorewood – now Brown Deer)

Steve Kopp (Janesville – now retired)

Greg Peterson (Appleton – now Grand Chute)

Mark Ferguson (Glendale)

15 WILEAG

law enforcement agencies
we've served include:



Additional Police Station Experience

In addition to our WILEAG accredited police station plan and design experience, Zimmerman has completed more than 20 additional law enforcement projects.

Appleton Police Station	New London Police, Fire & City Hall
Ashwaubenon Village Center	Niles Combined Public Safety
Bayside Village Hall and Police	Oak Creek Police Station
Brookfield Police (Town of) / DPW	Onalaska Public Safety Complex
Davenport, IA Police Station	Saukville Police Station
Elkhorn Police Station	Sheboygan Police Station
Fort Atkinson Police Station	Sioux Falls, SD Police Station
Fox Point Police Station	South Bend Police Station
Franklin Police Station	Sturtevant Police Station
Kenosha County Emergency Op. Ctr.	Watertown, SD Police Station
Village of Lake Zurich Police Station	Wauwatosa Police Station
MKE Co. Sheriff's Training Academy	West Bend Police Station

Fire Station Experience

Zimmerman has completed 22 Fire Station projects in Wisconsin and the Midwest.

Ashwaubenon	Brookfield Station 2
New London	Brookfield Station 3
Onalaska	Wauwatosa Station 51
Sussex Fire HQ	Greendale
Wisconsin ANG Truax Field Rescue	Milwaukee Station 31
Pewaukee Stations 1 & 3	Milwaukee Station 7
Madison Station 13	Niles, Michigan
New Berlin	South Bend, Indiana
Sturtevant	Pella, Iowa
NSDF Station 81 - Brown Deer	Watertown, South Dakota
NSFD Station 85 - Bayside	

10 Step Path

We have developed and follow a 10-step path to generate government and law enforcement facility plans that are understandable, logical and executable.

1 - Inventory

What do I have?

To understand existing conditions, how facilities are used, key project participants. Also establish timing and budgetary aspirations.

2 - Interview

Why do I have it?

To learn more about how you currently function in the spaces you have. Establish the baseline of space uses as a plan foundation.

3 - Envision

What should I have?

Identify and discuss range of spaces and systems that support them. Consider how spaces, adjacencies and circulation supports efficiencies within your agency. Document needs vs. wants to monitor scope and cost.

4 - Validate

Based on what?

Generate proof of concept to verify that programmatic, space, time and budgetary issues are on track – and adjust if necessary.

5 - Place

Where could I be?

Identify goals and generate site evaluation criteria matrix. Size, amenities, goals (i.e. catalytic development potential? Or?), utility access, etc.

6 - Test

Where should I be?

Test fit building program on sites that score well in evaluation criteria. Block diagrams depict potential building layout options along with parking, site access, entry and exit, etc.

7 - Forecast

Costs when?

To identify and validate time and place implications (land demand, labor, materials) on potential cost of construction and reaffirm or adjust established budgetary and schedule goals.

8 - Budget

Costs what?

Updating early unit cost projections with detail added throughout the planning process. Verify project funding capabilities. Include land acquisition, design fees, permitting costs, contingencies, etc. Adjust program if necessary.

9 - Confirmation

What are we thinking?

Prior to final publish and presentation, inform and confirm that all key players and stakeholders understand and agree with the overall plan outcomes and conclusions. Review and update documents as necessary to make ready for final publication.

10 - Tell

Why are we doing this?

Generate and present final report to communicate: what we were asked to do – what we did – why we did it – why it's correct – what it will cost – and what it means to various constituencies.



4.0 RELEVANT PROJECTS



TOWN OF GRAND CHUTE

Town Hall Space Needs Grand Chute, Wisconsin

The project included development of a comprehensive space needs analysis for this quickly growing Fox Cities community.

Department heads from the town's administration, police department and the department of public works were interviewed. Upon completion of the needs analysis, we were engaged to master plan a site to accommodate new building developments for three municipal departments and design the new buildings. The entire project site is a new town-owned parcel. The buildings and site are designed to allow for future expansion.

Size	66,367 sq. ft.
Date Complete	2002
Project Cost	\$8.3 million



CITY OF GLENDALE

City Hall and Police Station Expansion Glendale, WI

The project was initiated to address a leaky roof, poor energy performance, and a number of other issues experienced at Glendale's aging City Hall. Constructed in 1955, the building had been expanded first with a police station addition in 1964 and later, with an addition to the police station in 1994.

Zimmerman was initially engaged to provide a facilities analysis, identifying building features, providing a conditions report (including all building mechanical, electrical and plumbing systems) and a program analysis for the municipal staff and their space requirements within the city hall and police department. The final report made recommendations that best addressed space needs, facilities conditions and estimated cost of improvements that allowed the City to proceed with improvements.

Ultimately, Zimmerman was reengaged to design a replacement City Hall and further expand the police station with an enclosed parking garage. Replacement and renovation of the City Hall were estimated at nearly equal cost, so a plan was developed to demolish the 1955 portion of the complex and replace it with a new, expanded City Hall. While work within the police station was ultimately kept to a minimum, a new indoor parking garage and secure sally port was added on to the building. The new structure provides 20 vehicle spaces, a shower, toilet, kennel / storage, and space for storing maintenance items and vehicle evidence. The secure sally port is located immediately adjacent to the existing station's booking area, minimizing the route that detainees travel through the station.

One of the more unique aspects was consideration of what to do with the historic "Milwaukee Town Hall" building, which was located within the footprint of the proposed police garage expansion. Rather than demolish the structure, originally constructed in 1872, it was preserved and moved to the south of the City Hall as part of the project, and today is used as both a museum and meeting hall.

Size	23,410 sq. ft. (expansion and remodel)
Date Complete	Summer 2020
Project Cost	\$7.8 million
General Contractor	Absolute Construction



SHOREWOOD

Police Department
Shorewood, WI

The Village of Shorewood's Police Department was not functioning at its most efficient state due to lack of space and flow in their former joint office with the Village's Fire Department.

Zimmerman was engaged by the Village of Shorewood in 2006 to provide a space and facilities needs assessment of their shared police and fire department building. The space was failing to effectively house both departments. The police department was open to relocating, so our team further evaluated a handful of potential project sites and agency consolidation solutions for a new station. The study was completed, presented and delivered to the Village in 2006.

After several years of continued consideration, in 2010, a flood damaged the basement of the joint police and fire department building. This flood was the catalyst for the police department's refocus on finding a new space that would better suit their needs. In 2014, we were asked again to build on our previous study. In this phase, our team identified and evaluated the former AB Data building in Shorewood as a space that would suit the Police Department's needs.

The relocation of the police department to the AB Data building was approved by the Village, and Zimmerman's scope was expanded to the design of the facility. The first phase focused on remodeling for administration, operations, investigation, evidence management and custody management, and was completed in 2016. The second phase focused on fleet management. Phase two remodeling was completed in 2018.

Size	28,000 sq. ft.
Date Complete	2018
Project Cost	\$4.3 million
General Contractor	RILEY Construction





5.0 REFERENCES



GREG PETERSON

Grand Chute Police Chief
WILEAG President

920.832.1575
Greg.Peterson@grandchutewi.gov



MARK FERGUSON

Glendale Police Chief
WILEAG Board Member

414. 228.1753
m.ferguson@glendalewi.gov



PETER NIMMER

Former Shorewood Police Chief
Current Brown Deer Police Chief

414.371.2900



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