



NFS TO OWNER

Strand Associates, Inc.®
910 West Wingra Drive
Madison, WI 53715
(P) 608.251.4843
www.strand.com

Task Order No. 23-05
City of Whitewater, Wisconsin (OWNER)
and Strand Associates, Inc.® (ENGINEER)
Pursuant to Agreement for Technical Services dated December 30, 2020

Project Information

Project Name: Innovation Drive Resurfacing–Bipartisan Infrastructure Law (BIL)-Funded

Project Description: Street resurfacing of Innovation Drive from Technology Drive to Howard Road.

Services Description: Design services for development of Wisconsin Department of Transportation (DEPARTMENT) plan, specification and estimate (PS&E) package for Innovation Drive Resurfacing project.

Scope of Services

ENGINEER will provide the following services to OWNER.

Design Reports

1. Prepare a traffic forecast and submit to OWNER for approval.
2. Prepare a pavement design report in accordance with DEPARTMENT’s Facilities Development Manual (MANUAL) and submit to OWNER for approval.
3. Prepare a Type 1 Transportation Management Plan in accordance with the MANUAL for 60 and 90 percent approval by DEPARTMENT.
4. Prepare a Perpetuation Design Study Report in accordance with the MANUAL and submit to OWNER for recommendation and to DEPARTMENT for concurrence.

Environmental Documentation

1. Prepare a categorical exclusion checklist (CEC) environmental document for the project in accordance with the MANUAL and Chapter TRANS 400 of the Wisconsin State Administrative Code. Submit the CEC to OWNER and DEPARTMENT for approval.
2. Assist OWNER in preparing DEPARTMENT’s DT1030 Cultural Resources Screening submittal form. Submit the DT1030 to DEPARTMENT for review and inclusion on the Section 106 screening list for both archaeology and history.
3. Prepare a technical memorandum summarizing the Phase 1 hazardous materials assessment review for the project corridor. The technical memorandum will summarize the review of readily available online historical mapping and aerial photographs as well as Wisconsin Department of Natural Resources (WDNR) databases of remediation sites, contaminated sites, spills, storage tanks, and landfills. List sites of concern identified along the project corridor in a table. Prepare

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City of Whitewater
Task Order No. 23-05
Page 2
March 7, 2023

site summary forms for sites visited. Provide supporting documentation as attachments to the memorandum. Request direction from OWNER prior to conducting further evaluation studies, if the Phase 1 assessment indicates further study is needed. Further studies shall be considered additional services.

OWNER acknowledges that ENGINEER is not, by virtue of this Task Order, the owner or generator of any waste materials generated as a result of the hazardous materials/contamination assessment services performed by ENGINEER under this Task Order.

Agency Communication

1. Prepare a tribal notification email in accordance with the MANUAL and submit to the DEPARTMENT for distribution.
2. Prepare initial and final concurrence letter requests for submittal to WDNR in accordance with the MANUAL.
3. Prepare United States Fishing and Wildlife Service Section 7 consultation materials.
4. Prepare a Bureau of Aeronautics notification email.
5. Prepare a Gutzmer S. Twin Oaks Airport notification email.

Utility Communication

Chapter Trans 220 of the Wisconsin State Administrative Code does not apply to this project.

1. Communicate with utility companies in the project vicinity on an ongoing basis, in accordance with the MANUAL, to establish mutual understanding of design features of the project that may affect utility facilities.
2. Correspond with utility companies to discuss that facility relocations/alterations have been adequately considered.
3. Review one iteration of utility work plans and provide comments to OWNER.

Public Involvement

Assist OWNER in answering questions received from the general public.

Surveys

1. Contact Diggers Hotline for buried utility locating.
2. Visually survey the existing concrete curb and gutter in the project area, in consultation with OWNER. OWNER shall select spot concrete curb and gutter replacement locations.
3. Conduct a 2,100-linear-foot topographic survey of the following locations:
 - a. Existing centerline, every 50 feet, within the project limits.
 - b. Cross sections, every 200 feet, to establish existing curb alignments.

City of Whitewater
Task Order No. 23-05
Page 3
March 7, 2023

- c. Spot locations of concrete curb and gutter replacement locations selected by OWNER.

Road Drawings

Prepare road drawings, in accordance with the MANUAL and the latest addition of the Standard Specifications for Highway and Structure Construction, for approximately 2,100 feet of roadway pavement replacement on Innovation Drive. The following road drawings are anticipated.

1. Title sheet.
2. General notes.
3. Project overview.
4. Typical sections (existing and finished).
5. Plan drawings.
6. Construction detail drawings (including erosion control).
7. Plan details (including alignment details, control point data, and pavement marking).
8. Traffic control (advanced warning).
9. Miscellaneous quantities.

Meetings

1. Participate in OWNER-scheduled 60 and 90 percent review meetings at OWNER's administrative building.
2. Participate in up to three property owner meetings on the project corridor with OWNER.

PS&E

Prepare PS&E in accordance with the MANUAL and submit to OWNER and DEPARTMENT by November 1, 2024.

Service Elements Not Included

In addition to those items specified in the associated Agreement for Technical Services, the following services are not included under this Task Order.

1. Attendance at a preconstruction meeting.
2. Bidding- and construction-related services.
3. Encroachment report.
4. Formal design justification.
5. Hazardous materials evaluation beyond the Phase 1 Hazardous Materials Memorandum.
6. Roadside hazard analysis.
7. Section 4(f) and 6(f) evaluations.
8. Wetland determination and delineation.
9. Public Informational Meetings.
10. Easement or right-of-way services.

