

Town of Russell

35900 State Highway 13
Bayfield, Wisconsin 54814
(715) 779-5338 or Fax (715) 779-0249

townofrussell@centurytel.net

www.townofrussell.org

Paul "Rocky" Tribovich
Chairman

Judy Meierotto
Deputy Clerk/Treasurer

Dave Good
Clerk/Treasurer

ROADS COMMITTEE MEETING

2 p.m. – March 14, 2018

Town Garage Office – 35900

Any person wishing to attend who, because of a disability, requires special accommodations, should contact the Town Clerk at 715 779-5338, at least 24 hours before the scheduled meeting time, so appropriate arrangements can be made.

1. Call to order and roll call.
2. Pledge of Allegiance.
3. Approval of the agenda.
4. Set the Agenda for Public Input (3-minute limit-max 15 minutes total) for now or the end of the agenda.
5. Approval of the minutes of the May 31, 2017 Special Town Board/Roads Committee Meeting****.

OLD BUSINESS

6. Review billings to date for services provided by Westbrook Engineering for Little Sand Bay Road Project ****.

NEW BUSINESS

7. Update on LSB Road Project and Old County K Road Projects – Correspondence from WI-DOT****.
8. Items for next Town Board Meeting.
9. Set date, time, and location for next Meeting.
10. Adjourn

A quorum of the Town of Russell Board may be present but no business will be conducted.. **** denotes attachments. Posted Friday, March 9, 2018 at 4 p.m.

David L. Good – Clerk/Treasurer

Special Town Board and Roads Committee Meeting – May 31, 2017

Posted May 30, 2017 at 11:00 a.m. at the Town of Russell Garage, Town Clerk's Office and Town website. Notice sent to the Ashland Daily Press.

The meeting was called to order by Chairman Paul Tribovich at 6:10 p.m. at the Town of Russell Garage. Roll call was taken as follows; present Supervisors Mark Bugher, Larry Meierotto and Don Sullivan, Roads Committee member Mark Wendling and Clerk/Treasurer David L. Good. Supervisor Jeff Benton was excused.

One Town Elector or members of the public were present.

The Pledge of Allegiance was recited by those present.

PUBLIC INPUT – Tribovich asked the public if input should be held now or at the end of the meeting. No public input was offered.

OLD BUSINESS

Review proposal received engineering services for Old County K Road Re-construction Project – The Town solicited proposals from 10 firms. Nine proposals were received. C & S Design did not submit a proposal. Copies of the proposals received were given to all Board and Committee members on Tuesday, May 16, 2017.

Evaluate proposals utilizing revised Consultant Rating Sheet FDM8-5 Attachment 20.1 – The Board discussed, scored and ranked the engineering proposals as follows:

TOWN OF RUSSELL OLD COUNTY K ROAD RECONSTRUCTION ENGINEERING CONSULTANT EVALUATIONS										
CRITERIA	Rating Scale 1 to 10 with 10 being Exceptional									
	Cooper	Westbrook	Becher-Hoppe	Cedar	NWBE	AYRES	Coleman	S.E.H.	MSA	(did not submit a proposal) CS Design
1 Resources to do the job	9	8	8	7	8	9	8	9	8	NA
2 Project Manager/Engineer	9	7	9	6	7	7	6	9	7	NA
3 Current Variance (meeting schedules)	7	5	7	5	5	8	5	9	5	NA
4 Work Load Remaining (Capacity)	9	9	9	9	9	9	9	9	9	NA
5 Public Involvement	7	7	7	7	7	8	6	9	7	NA
6 Environmental Issues	8	8	8	8	8	8	8	8	8	NA
7 Right-of-Way & Utility Issues	7	5	7	6	7	8	7	9	7	NA
8 Knowledge of Job	8	5	5	5	5	8	5	8	6	NA
9 Identify Problems Proactively for Client	7	5	5	5	5	8	5	9	5	NA
10 Accomodating Public & Agency Concerns	7	5	5	5	6	8	5	9	6	NA
11 Schedule	7	6	6	6	6	8	6	9	7	NA
TOTALS	85	70	76	69	73	89	70	97	75	NA
RANK	3	7-8	4	9	6	2	7-8	1	5	NA
	Cooper	Westbrook	Becher-Hoppe	Cedar	NWBE	AYRES	Coleman	S.E.H.	MSA	

Prioritized list of Consultants and complete WI DOT Form DT1515 – The following form was agreed upon for submittal:



LOCAL DESIGN SELECTION APPROVAL CHECKLIST

Wisconsin Department of Transportation
DT1515 10/2014

State Project ID 8357-01-03	Highway/Street Old County K	Estimated Contract Cost 1085800
Description of Work Old County K (Little Sand Bay Rd to Peterson Hill/Rowley Rd) add 3 ft paved shoulders to the entire road, replace and extend culverts, pulverize and pave the road.		

Municipality Contact	Name Paul Tribovich	
Title Town of Russell - Chairman	(Area Code) Telephone Number 715 779-5338	Email Address townofrussell@centurytel.net

Municipality Selection Committee (List at least 3 voting members in the selection process, including the chairperson)

Name	Title	(Area Code) Telephone Number
1 Paul Tribovich	Town Board Chairman	715 2094809
2 Mark Bugher	Town Board Supervisor	715 7795591
3 Lary Meierotto	Town Board Supervisor	715 7793257
4 Don Sullivan	Town Board Supervisor	715 7795437
5 Mark Wendling	Town Roads Committee Member	715 7795599

Detailed estimate of hours and costs for the project was developed by <input checked="" type="checkbox"/> Municipality <input type="checkbox"/> Central Office Office <input checked="" type="checkbox"/> WisDOT Region	Solicitation of Interest was published by: (check all that apply) <input type="checkbox"/> Notifying entire WisDOT Eligible Roster of Consultants <input type="checkbox"/> Using WisDOT Internet site for design solicitation <input checked="" type="checkbox"/> Local Internet site <input type="checkbox"/> Justified Sole Source <input type="checkbox"/> Newspaper Advertisement <input type="checkbox"/> Small Purchase Procedure (see FDM 8-5-10) <input checked="" type="checkbox"/> Notifying entire municipally maintained roster of interested and qualified firms (minimum of 10). Solicitation method must be documented in the project file. Number of firms contacted: 10
Were objective criteria developed and used in short-listing the preferred consultants? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Final short list of consulting firms in order of rank in the project: 1 S.E.H. Inc. 2 AYRES 3 Cooper Engineering 4 Becher-Hoppe 5 MSA
Did the selection committee conduct interviews with the potential consultants? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If Yes, how many firms were interviewed?	
A copy of the objective criteria can be found at the following location <input type="checkbox"/> Central Office Office <input type="checkbox"/> WisDOT Region Region project file <input checked="" type="checkbox"/> Municipality Project File	
DOT Estimate Attached <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	

Approval for selecting the following preferred consultant is requested:		S.E.H. Inc.
Municipality Town of Russell	Prepared By (name and title) Paul Tribovich - Town Board Chairman	Date (choose) 5/31/2017

WisDOT Use Only		* CAR'S Required Values	
*Contract Phase	Date of Request	Date	
*Status Status	*Contract Function	Function	
*Project Limits	*Program Code	Program Code	
	*Federal Funding %	%	
	*ARRA	<input type="checkbox"/> Yes <input type="checkbox"/> No	
*County County List	*DBE % Goal	%	
*Region/Bureau Region/Bureau	*DBE Waiver	<input type="checkbox"/> Yes <input type="checkbox"/> No	

Selection for Design by Local Government Contract Approved by		See FDM 8-5-20.5	Assigned Fixed Fee %
Contracts \$50,000 or more – Statewide Consultant Engineer / Contracts under \$50,000 – Region			
Approval Signature (Brush Script font)		Date (choose)	Date

For Statewide Consultant Engineer's Approval, send form to DOTConsultantServicesApproval@dot.wi.gov

A motion was made by Sullivan and seconded by Bugher to approve the above rankings and WI DOT Form dt1515. The motion carried.

Chairman, Supervisor and Clerk/Treasurer reports – Nothing was offered.

Items for next Town Board Meeting agenda – None.

A motion was made by Meierotto and seconded by Bugher to adjourn at 7:43 p.m. The motion carried.

The minutes respectfully submitted by:

David L. Good – Clerk/Treasurer

DRAFT

Invoice #1

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
State Project ID : 8357-01-02 Contract Number : 1400014103 Invoice ID : 61549
Project Description : Old County Highway K - Termini County : Bayfield Master Contract ID : Work Order :
Final Invoice : No Consultant Invoice Number : 24558 Status : Submitted Date : 2015-12-10 14:18:09.0
Project Manager : Ryan Mc Kane

Time period covered by this Invoice :

Start Date : 11/01/2015 End Date : 11/30/2015

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$4,510.17
Contract Maximum : \$60,135.58
Subject to Maximum : \$4,510.17
Previously Paid : -\$0.00

Due this Line Item : \$4,510.17
Total Lump Sum Due : \$4,510.17

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$4,510.17
Total Due This Invoice : \$4,510.17
Total Contract Maximum : \$60,135.58
Previously Paid Total : \$0.00
Remaining Agreement Balance : \$60,135.58

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$73,121.04
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$0.00
Total Contract Maximum : \$73,121.04
Previously Paid On Contract : \$0.00
Remaining Agreement Balance : \$73,121.04

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$60,135.58
Percentage Completed	7.50%
Earned to Date	\$4,510.17
Previously Paid	\$0.00
Amount Lump Sum Due	4,510.17

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$4,510.17

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Nov 2015 Progress Report	Thu Dec 10 14:17:52 CST 2015

Invoice #2

Invoice Information

Consultant Invoice Information :

Consultant Name :	Westbrook Associated Engineers, Inc	FEIN/Loc :	391569417/0	PO Number :	3547732
State Project ID :	8357-01-02	Contract Number :	1400014103	Invoice ID :	67067
Project Description :	Old County Highway K - Termini	Master Contract ID :		Work Order :	
Final Invoice :	No	County :	Bayfield	Status :	Submitted
		Consultant Invoice Number :	24558x	Date :	2016-01-12 09:00:16.0
				Project Manager :	Ryan Mc Kane

Time period covered by this Invoice :

Start Date : 11/01/2015 End Date : 11/30/2015

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date :	\$4,510.17
Contract Maximum :	\$60,135.58
Subject to Maximum :	\$4,510.17
Previously Paid :	-\$4,510.17

Due this Line Item :	\$0.00
Total Lump Sum Due :	\$0.00

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
S	Lund Engineering	61567	\$6,125.00

Total Sub Invoices Included: \$6,125.00

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$0.00
Total Due This Invoice :	\$6,125.00
Total Contract Maximum :	\$60,135.58
Previously Paid Total :	\$4,510.17
Remaining Agreement Balance :	\$55,625.41

Contract Paid Summary

Total DBE Cost :	\$0.00
Total Non-DBE Cost :	\$73,121.04
Prime Contract Maximum :	\$60,135.58
Sub Contract Maximum :	\$12,985.46
Amendment Contract Maximum :	\$0.00
Total Contract Maximum :	\$73,121.04
Previously Paid On Contract :	\$4,510.17
Remaining Agreement Balance :	\$68,610.87

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$60,135.58
Percentage Completed	7.50%
Earned to Date	\$4,510.17
Previously Paid	\$4,510.17

Amount Lump Sum Due	0.00
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Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$0.00

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Lund Invoice for inv #24558x	Tue Jan 12 09:00:04 CST 2016

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
11/5/2015	686

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Town Rd, Bayfield County

TERMS

DUE DATE

Due on receipt

11/5/2015

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT	
11/5/2015	Survey - Field	Topo Survey W/ GPS % complete	100	1	3,750.00	3,750.00
11/5/2015	Survey - Field	Survey - 2 person Crew complete	100 %	1	1,250.00	1,250.00
11/5/2015	Survey - Field	Survey - Office & Setup complete	100 %	1	1,000.00	1,000.00
11/5/2015	Expenses	Expenses complete	50 %	0.5	250.00	125.00

Thank you for your business.

Total

\$6,125.00

Payments/Credits

\$0.00

Balance Due

\$6,125.00

Phone

715-209-0367

Fax

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Sub ConsultantName: Lund Engineering	FEIN/Loc : /0	Invoice ID : 61567
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Old County Highway K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : No	Consultant Invoice Number : 686	Date : 2015-12-10 14:16:59.0
		Project Manager : Ryan Mc Kane

Time period covered by this Invoice :

Start Date : 11/01/2015 **End Date :** 11/05/2015

Consultant Contact :

Name : Malissa Dischler **Phone :** 608-588-7866 **Email :** mdischler@westbrooken.g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Drainage Services

Earned to Date :	\$6,125.00	
Contract Maximum :	\$10,050.00	
Subject to Maximum :	\$6,125.00	
Previously Paid :	-\$0.00	

Due this Line Item :	\$6,125.00	
Total Lump Sum Due :		\$6,125.00

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$6,125.00
Total Due This Invoice :	\$6,125.00
Total Contract Maximum :	\$10,050.00
Previously Paid Total :	\$0.00
Remaining Agreement Balance :	\$10,050.00

DBE: No, OH Rate: Home Office, Function: Drainage Services

Invoicing - Lump Sum

Contract Amount	\$10,050.00
Percentage Completed	60.95%
Earned to Date	\$6,125.00
Previously Paid	\$0.00
Amount Lump Sum Due	6,125.00

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Lund Engineering	\$6,125.00

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Nov 2015 Lund Sub invoice	Thu Dec 10 14:15:39 CST 2015

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
11/5/2015	686

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Town Rd, Bayfield County

TERMS

DUE DATE

Due on receipt

11/5/2015

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT	
11/5/2015	Survey - Field	Topo Survey W/ GPS % complete	100	1	3,750.00	3,750.00
11/5/2015	Survey - Field	Survey - 2 person Crew complete	100 %	1	1,250.00	1,250.00
11/5/2015	Survey - Field	Survey - Office & Setup complete	100 %	1	1,000.00	1,000.00
11/5/2015	Expenses	Expenses complete	50 %	0.5	250.00	125.00

Thank you for your business.

Total

\$6,125.00

Payments/Credits

\$0.00

Balance Due

\$6,125.00

Phone

715-209-0367

Fax

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice #3

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc **FEIN/Loc :** 391569417/0 **PO Number :** 3547732
State Project ID : 8357-01-02 **Contract Number :** 1400014103 **Invoice ID :** 73590
Project Description : Old County Highway K - Termini **Master Contract ID :** **Work Order :**
County : Bayfield **Status :** Submitted
Final Invoice : No **Consultant Invoice Number :** 24659 **Date :** 2016-02-04 15:30:02.0
Project Manager : Ryan McKane
Time period covered by this Invoice :
Start Date : 01/01/2016 **End Date :** 01/31/2016
Consultant Contact :
Name : Malissa Dischler **Phone :** 608-588-7866 **Email :** mdischler@westbrooken.g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$13,530.51
Contract Maximum : \$60,135.58
Subject to Maximum : \$13,530.51
Previously Paid : -\$4,510.17
Due this Line Item : \$9,020.34
Total Lump Sum Due : \$9,020.34

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
S	Lund Engineering	73592	\$900.00

Total Sub Invoices Included: \$900.00

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$9,020.34
Total Due This Invoice : \$9,920.34
Total Contract Maximum : \$60,135.58
Previously Paid Total : \$4,510.17
Remaining Agreement Balance : \$55,625.41

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$73,121.04
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$0.00
Total Contract Maximum : \$73,121.04
Previously Paid On Contract : \$10,635.17
Remaining Agreement Balance : \$62,485.87

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$60,135.58
Percentage Completed	22.50%
Earned to Date	\$13,530.51
Previously Paid	\$4,510.17

Amount Lump Sum Due	9,020.34
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Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$9,020.34

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Lund inv 691	Thu Feb 04 15:29:49 CST 2016
Jan 2016 DT 1509	Thu Feb 04 15:29:37 CST 2016

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
12/21/2015	691

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Town Rd. Bayfield Co. / Pay#2

TERMS

DUE DATE

Due on receipt

12/21/2015

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT
12/21/2015	Engineering	Hydraulics / Hydrology Culverts (20% Complete)	0.2	1,000.00	200.00
12/21/2015	Project Manage...	Meetings - OPM (100% Complete)	1	400.00	400.00
12/21/2015	Project Manage...	Administration (30 % Complete)	0.3	1,000.00	300.00

Thank you for your business.

Total

\$900.00

Payments/Credits

\$0.00

Balance Due

\$900.00

Phone

715-209-0367

Fax

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Sub ConsultantName: Lund Engineering	FEIN/Loc : /0	Invoice ID : 73592
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Old County Highway K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : No	Consultant Invoice Number : 691	Date : 2016-02-04 15:25:58.0
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 12/21/2015 **End Date :** 12/31/2015

Consultant Contact :

Name : Malissa Dischler **Phone :** 608-588-7866 **Email :** mdischler@westbrooken.g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Drainage Services

Earned to Date :	\$7,025.00	
Contract Maximum :	\$10,050.00	
Subject to Maximum :	\$7,025.00	
Previously Paid :	-\$6,125.00	

Due this Line Item :	\$900.00	
Total Lump Sum Due :		\$900.00

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$900.00
Total Due This Invoice :	\$900.00
Total Contract Maximum :	\$10,050.00
Previously Paid Total :	\$6,125.00
Remaining Agreement Balance :	\$3,925.00

DBE: No, OH Rate: Home Office, Function: Drainage Services

Invoicing - Lump Sum

Contract Amount	\$10,050.00
Percentage Completed	69.90%
Earned to Date	\$7,025.00
Previously Paid	\$6,125.00
Amount Lump Sum Due	900.00

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Lund Engineering	\$900.00

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Lund Engineering inv #691	Thu Feb 04 15:22:46 CST 2016

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
12/21/2015	691

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Town Rd. Bayfield Co. / Pay#2

TERMS

DUE DATE

Due on receipt

12/21/2015

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT
12/21/2015	Engineering	Hydraulics / Hydrology Culverts (20% Complete)	0.2	1,000.00	200.00
12/21/2015	Project Manage...	Meetings - OPM (100% Complete)	1	400.00	400.00
12/21/2015	Project Manage...	Administration (30 % Complete)	0.3	1,000.00	300.00

Thank you for your business.

Total

\$900.00

Payments/Credits

\$0.00

Balance Due

\$900.00

Phone #

715-209-0367

Fax #

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice #4

Invoice Information

Consultant Invoice Information :

Consultant Name :	Westbrook Associated Engineers, Inc	FEIN/Loc :	391569417/0	PO Number :	3547732
		Contract Number :	1400014103	Invoice ID :	81336
State Project ID :	8357-01-02	Master Contract ID :		Work Order :	
Project Description :	Old County Highway K - Termini	County :	Bayfield	Status :	Submitted
Final Invoice :	No	Consultant Invoice Number :	24720	Date :	2016-03-07 15:20:29.0
				Project Manager :	Ryan McKane

Time period covered by this Invoice :

Start Date : 02/01/2016 **End Date :** 02/29/2016

Consultant Contact :

Name : Malissa Dischler **Phone :** 608-588-7866 **Email :** mdischler@westbrooken.g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date :	\$21,047.45	
Contract Maximum :	\$60,135.58	
Subject to Maximum :		\$21,047.45
Previously Paid :		-\$13,530.51

Due this Line Item :		\$7,516.94
Total Lump Sum Due :		\$7,516.94

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
S	Lund Engineering	81340	\$1,762.50

Total Sub Invoices Included: \$1,762.50

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$7,516.94
Total Due This Invoice :	\$9,279.44
Total Contract Maximum :	\$60,135.58
Previously Paid Total :	\$13,530.51
Remaining Agreement Balance :	\$46,605.07

Contract Paid Summary

Total DBE Cost :	\$0.00
Total Non-DBE Cost :	\$73,121.04
Prime Contract Maximum :	\$60,135.58
Sub Contract Maximum :	\$12,985.46
Amendment Contract Maximum :	\$0.00
Total Contract Maximum :	\$73,121.04
Previously Paid On Contract :	\$20,555.51
Remaining Agreement Balance :	\$52,565.53

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$60,135.58
Percentage Completed	35.00%
Earned to Date	\$21,047.45
Previously Paid	\$13,530.51

Amount Lump Sum Due	7,516.94
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Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$7,516.94

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
DT1509 feb 2016	Mon Mar 07 15:20:09 CST 2016

PROJECT I.D./WO #	HIGHWAY	COUNTY	MONTH	REPORT NUMBER	PERCENT OF																										
I.D. 8357-01-02		Bayfield	February, 2016	3	Project	Task Compl. Last Report	Task Compl. This Report	Project Complete																							
NAME OF ROAD	Starting Date	COMP. DATE	% TIME ELAPSED																												
Little Sand Bay Road	November 1, 2015	November 1, 2016	33%																												
CONSULTANT FIRM NAME	Westbrook Associated Engineers, Inc.																														
TASK*	YEAR Month	2015												2016																	
		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
Administration & Coordination																												5.6%	24	33	1.84
Reports																												8.6%	0	15	1.29
Environmental Documentation																												6.7%	25	75	5.05
Agency & Utility Coordination																												3.6%	80	80	2.86
Public Involvement																												7.3%	30	100	7.28
Survey																												0.0%	0	0	0.00
Preliminary Road Design																												20.6%	65	80	16.48
Preliminary Structure Design																												0.0%	0	0	0.00
Final Road Design																												23.9%	0	0	0.00
Final Structure Design																												0.0%	0	0	0.00
Right-of-Way																												0.0%	0	0	0.00
Meetings & Conferences																												8.6%	0	0	0.00
P.S. & E. Preparation																												12.1%	0	0	0.00
Management of Subconsultant																												3.2%	35	35	1.11
SHOW PROGRESS BY USE OF A BAR CHART:		SCHEDULED																									TOTALS	100%			35.90
		COMPLETED																													

*Elements of work identified during contract negotiations

Aaron Palmer, P.E.
 Submitted by

3/4/2016
 Date

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Sub ConsultantName: Lund Engineering	FEIN/Loc : /0	Invoice ID : 81340
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Old County Highway K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : No	Consultant Invoice Number : 694x	Date : 2016-03-07 15:19:18.0
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 02/01/2016	End Date : 02/29/2016
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Consultant Contact :

Name : Dischler	Phone : 608-588-7866	Email : mdischler@westbrooken.g.com
------------------------	-----------------------------	--

Lump Sum

DBE: No, OH Rate: Home Office, Function: Drainage Services

Earned to Date :	\$8,787.50
Contract Maximum :	\$10,050.00
Subject to Maximum :	\$8,787.50
Previously Paid :	-\$7,025.00

Due this Line Item :	\$1,762.50
Total Lump Sum Due :	\$1,762.50

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$1,762.50
Total Due This Invoice :	\$1,762.50
Total Contract Maximum :	\$10,050.00
Previously Paid Total :	\$7,025.00
Remaining Agreement Balance :	\$3,025.00

DBE: No, OH Rate: Home Office, Function: Drainage Services

Invoicing - Lump Sum

Contract Amount	\$10,050.00
Percentage Completed	87.44%
Earned to Date	\$8,787.50
Previously Paid	\$7,025.00
Amount Lump Sum Due	1,762.50

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Lund Engineering	\$1,762.50

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Lund Inv#694	Mon Mar 07 15:19:08 CST 2016

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
2/10/2016	694

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Town Rd. / Bayfield County

TERMS

DUE DATE

Due on receipt

2/10/2016

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT
1/15/2016	Engineering	Hydraulics / Hydrology Culverts- 100% Complete	0.8	1,000.00	800.00
1/15/2016	Project Manage...	Administration - 80% Complete	0.5	1,000.00	500.00
2/9/2016	Project Manage...	Public Involvement Meeting (PIM) -100% Complete	1	400.00	400.00
2/10/2016	Expenses	Expenses - 75% Complete	0.25	250.00	62.50

Thank you for your business.

Total

\$1,762.50

Payments/Credits

\$0.00

Balance Due

\$1,762.50

Phone #

715-209-0367

Fax #

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice #5

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
State Project ID : 8357-01-02 Contract Number : 1400014103 Invoice ID : 86939
Project Description : Old County Highway K - Termini County : Bayfield Master Contract ID : Work Order :
Final Invoice : No Consultant Invoice Number : 24830 Status : Submitted Date : 2016-04-08 14:38:25.0
Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 03/01/2016 End Date : 03/31/2016

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$28,263.72
Contract Maximum : \$60,135.58
Subject to Maximum : \$28,263.72
Previously Paid : -\$21,047.45

Due this Line Item : \$7,216.27
Total Lump Sum Due : \$7,216.27

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$7,216.27
Total Due This Invoice : **\$7,216.27**
Total Contract Maximum : \$60,135.58
Previously Paid Total : \$21,047.45
Remaining Agreement Balance : \$39,088.13

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$73,121.04
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$0.00
Total Contract Maximum : \$73,121.04
Previously Paid On Contract : \$29,834.95
Remaining Agreement Balance : \$43,286.09

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$60,135.58
Percentage Completed	47.00%
Earned to Date	\$28,263.72
Previously Paid	\$21,047.45
Amount Lump Sum Due	7,216.27

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$7,216.27

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
March 16 DOT progress report	Fri Apr 08 14:06:40 CDT 2016

PROJECT I.D./WO #	HIGHWAY	COUNTY	MONTH	REPORT NUMBER	PERCENT OF																										
I.D. 8357-01-02		Bayfield	March, 2016	4	Project	Task Compl. Last Report	Task Compl. This Report	Project Complete																							
NAME OF ROAD	Starting Date	COMP. DATE	% TIME ELAPSED																												
Little Sand Bay Road	November 1, 2015	November 1, 2016	42%																												
CONSULTANT FIRM NAME	Westbrook Associated Engineers, Inc.																														
TASK*	YEAR Month	2015												2016																	
		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
Administration & Coordination																											5.6%	33	42	2.34	
Reports																											8.6%	15	15	1.29	
Environmental Documentation																											6.7%	75	95	6.40	
Agency & Utility Coordination																											3.6%	80	95	3.40	
Public Involvement																											7.3%	100	100	7.28	
Survey																											0.0%	0	0	0.00	
Preliminary Road Design																											20.6%	80	95	19.57	
Preliminary Structure Design																											0.0%	0	0	0.00	
Final Road Design																											23.9%	0	0	0.00	
Final Structure Design																											0.0%	0	0	0.00	
Right-of-Way																											0.0%	0	0	0.00	
Meetings & Conferences																											8.6%	0	50	4.28	
P.S. & E. Preparation																											12.1%	0	0	0.00	
Management of Subconsultant																											3.2%	35	80	2.53	
SHOW PROGRESS BY USE OF A BAR CHART:		SCHEDULED																									TOTALS	100%			47.08
		COMPLETED																													

*Elements of work identified during contract negotiations

Aaron Palmer, P.E.
 Submitted by

4/6/2016
 Date

Invoice #6

Invoice Information

Consultant Invoice Information :

Consultant Name :	Westbrook Associated Engineers, Inc	FEIN/Loc :	391569417/0	PO Number :	3547732
State Project ID :	8357-01-02	Contract Number :	1400014103	Invoice ID :	91800
Project Description :	Old County Highway K - Termini	Master Contract ID :		Work Order :	
Final Invoice :	No	County :	Bayfield	Status :	Submitted
		Consultant Invoice Number :	24857	Date :	2016-05-10 10:52:14.0
				Project Manager :	Ryan McKane

Time period covered by this Invoice :

Start Date : 04/01/2016 End Date : 04/30/2106

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date :	\$30,067.79	
Contract Maximum :	\$60,135.58	
Subject to Maximum :	\$30,067.79	
Previously Paid :	-\$28,263.72	

Due this Line Item :	\$1,804.07	
Total Lump Sum Due :		\$1,804.07

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$1,804.07
Total Due This Invoice :	\$1,804.07
Total Contract Maximum :	\$60,135.58
Previously Paid Total :	\$28,263.72
Remaining Agreement Balance :	\$31,871.86

Contract Paid Summary

Total DBE Cost :	\$0.00
Total Non-DBE Cost :	\$73,121.04
Prime Contract Maximum :	\$60,135.58
Sub Contract Maximum :	\$12,985.46
Amendment Contract Maximum :	\$0.00
Total Contract Maximum :	\$73,121.04
Previously Paid On Contract :	\$37,051.22
Remaining Agreement Balance :	\$36,069.82

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$60,135.58
Percentage Completed	50.00%
Earned to Date	\$30,067.79
Previously Paid	\$28,263.72
Amount Lump Sum Due	1,804.07

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$1,804.07

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
April 16 dt report	Tue May 10 10:51:58 CDT 2016

Invoice #7

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
State Project ID : 8357-01-02 Contract Number : 1400014103 Invoice ID : 96772
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini County : Bayfield Master Contract ID : Work Order :
Final Invoice : No Consultant Invoice Number : 24995 Status : Submitted Date : 2016-06-09 10:12:11.0
Project Manager : Ryan McKane

Time period covered by this Invoice :
Start Date : 05/01/2016 End Date : 05/31/2016

Consultant Contact :
Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrookeng.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$34,477.54
Contract Maximum : \$73,356.46
Subject to Maximum : \$34,477.54
Previously Paid : -\$30,067.79

Due this Line Item : \$4,409.75
Total Lump Sum Due : \$4,409.75

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
CM	Lund Engineering	96773	\$5,925.00

Total Sub Invoices Included: \$5,925.00

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$4,409.75
Total Due This Invoice: **\$10,334.75**
Total Contract Maximum : \$73,356.46
Previously Paid Total : \$30,067.79
Remaining Agreement Balance : \$43,288.67

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$105,750.92
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$32,629.88
Total Contract Maximum : \$105,750.92
Previously Paid On Contract : \$38,855.29
Remaining Agreement Balance : \$66,895.63

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	47.00%
Earned to Date	\$34,477.54

Previously Paid	\$30,067.79
Amount Lump Sum Due	4,409.75

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$4,409.75

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
May 2016 DT1509 report	Thu Jun 09 10:11:59 CDT 2016
Lund inv #705 May 2016	Thu Jun 09 10:11:46 CDT 2016

PROJECT I.D./WO #	HIGHWAY	COUNTY	MONTH	REPORT NUMBER	PERCENT OF																										
I.D. 8357-01-02		Bayfield	May, 2016	6	Project	Task Compl. Last Report	Task Compl. This Report	Project Complete																							
NAME OF ROAD	Starting Date	COMP. DATE	% TIME ELAPSED																												
Little Sand Bay Road	November 1, 2015	November 1, 2016	58%																												
CONSULTANT FIRM NAME	Westbrook Associated Engineers, Inc.																														
TASK*	YEAR Month	2015												2016																	
		J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D						
Administration & Coordination																											5.5%	50	50	2.77	
Reports																											7.7%	45	40	3.08	
Environmental Documentation																											6.1%	95	85	5.18	
Agency & Utility Coordination																											5.0%	95	85	4.23	
Public Involvement																											6.0%	100	100	5.97	
Survey																											0.8%	0	0	0.00	
Preliminary Road Design																											23.5%	95	82	19.28	
Preliminary Structure Design																											0.0%	0	0	0.00	
Final Road Design																											19.9%	0	0	0.00	
Final Structure Design																											0.0%	0	0	0.00	
Right-of-Way																											4.6%	0	0	0.00	
Meetings & Conferences																											7.0%	50	50	3.51	
P.S. & E. Preparation																											9.9%	0	0	0.00	
Management of Subconsultant																											4.0%	90	75	2.97	
SHOW PROGRESS BY USE OF A BAR CHART:		SCHEDULED																									TOTALS	100%			46.99
		COMPLETED																													

*Elements of work identified during contract negotiations

Aaron Palmer, P.E.
 Submitted by

6/6/2016
 Date

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
5/26/2016	705

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Tn Rd./Bayfield Co. Amend#1

TERMS

DUE DATE

Due on receipt

5/26/2016

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT	
5/24/2016	Survey - Field	WL Limits Survey w/GPS Complete	100%	1	1,875.00	1,875.00
5/25/2016	Survey - Field	WL Limits Survey - 2 person crew Complete	100%	1	1,250.00	1,250.00
5/2/2016	Engineering	R/W Survey , Office Research & Land Records 100% Complete		1	1,200.00	1,200.00
5/11/2016	Survey - Field	R/W Field Survey - set PI & Find Sec Corners 50% Complete		0.5	2,500.00	1,250.00
5/24/2016	Project Manage...	Meetings - Wetlands Complete	50 %	0.5	500.00	250.00
5/26/2016	Expenses	Expenses Complete	50%	0.5	200.00	100.00

Thank you for your continued business.

Total

\$5,925.00

Payments/Credits

\$0.00

Balance Due

\$5,925.00

Phone #

715-209-0367

Fax #

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Sub ConsultantName: Lund Engineering	FEIN/Loc : /0	Invoice ID : 96773
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : No	Consultant Invoice Number : 705	Date : 2016-06-09 10:01:49.0
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 05/01/2016	End Date : 05/31/2016
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Consultant Contact :

Name : Malissa Dischler	Phone : 608-588-7866	Email : mdischler@westbrookeng.com
--------------------------------	-----------------------------	---

Lump Sum

DBE: No, OH Rate: Home Office, Function: Drainage Services

Earned to Date :	\$14,712.50	
Contract Maximum :	\$19,375.00	
Subject to Maximum :	\$14,712.50	
Previously Paid :	-\$8,787.50	

Due this Line Item :	\$5,925.00	
Total Lump Sum Due :		\$5,925.00

Summary

Total DBE Cost This Invoice:		\$0.00
Total Non-DBE Cost This Invoice:		\$5,925.00
Total Due This Invoice :		\$5,925.00
Total Contract Maximum :	\$19,375.00	
Previously Paid Total :	\$8,787.50	
Remaining Agreement Balance :	\$10,587.50	

DBE: No, OH Rate: Home Office, Function: Drainage Services

Invoicing - Lump Sum

Contract Amount	\$19,375.00
Percentage Completed	75.94%
Earned to Date	\$14,712.50
Previously Paid	\$8,787.50
Amount Lump Sum Due	5,925.00

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Lund Engineering	\$5,925.00

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER

Supporting Documents

Document Description	Created Date
Lund inv #705 May 2016	Thu Jun 09 10:01:34 CDT 2016

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
5/26/2016	705

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Tn Rd./Bayfield Co. Amend#1

TERMS

Due on receipt

DUE DATE

5/26/2016

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT	
5/24/2016	Survey - Field	WL Limits Survey w/GPS Complete	100%	1	1,875.00	1,875.00
5/25/2016	Survey - Field	WL Limits Survey - 2 person crew Complete	100%	1	1,250.00	1,250.00
5/2/2016	Engineering	R/W Survey , Office Research & Land Records 100% Complete		1	1,200.00	1,200.00
5/11/2016	Survey - Field	R/W Field Survey - set PI & Find Sec Corners 50% Complete		0.5	2,500.00	1,250.00
5/24/2016	Project Manage...	Meetings - Wetlands Complete	50 %	0.5	500.00	250.00
5/26/2016	Expenses	Expenses Complete	50%	0.5	200.00	100.00

Thank you for your continued business.

Total

\$5,925.00

Payments/Credits

\$0.00

Balance Due

\$5,925.00

Phone #

715-209-0367

Fax #

Office 715-254-6061

E-mail

rmlund1@charter.net

Invoice #8

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
Contract Number : 1400014103 Invoice ID : 107709
State Project ID : 8357-01-02 Master Contract ID :
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini County : Bayfield Work Order : Submitted
Status :
Final Invoice : No Consultant Invoice Number : 25094 Status Date : 08/05/2016
Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 07/01/2016 End Date : 07/31/2016

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrookeng.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$44,747.44
Contract Maximum : \$73,356.46
Subject to Maximum : \$44,747.44
Previously Paid : -\$34,477.54

Due this Line Item : \$10,269.90
Total Lump Sum Due : \$10,269.90

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
A	Wetlands & Waterways, LLC	107893	\$7,734.00
A	Choice Title, LLC	107896	\$2,103.00

Total Sub Invoices Included: \$9,837.00

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$10,269.90
Total Due This Invoice : **\$20,106.90**
Total Contract Maximum : \$73,356.46
Previously Paid Total : \$34,477.54
Remaining Agreement Balance : \$38,878.92

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$105,750.92
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$32,629.88
Total Contract Maximum : \$105,750.92
Previously Paid On Contract : \$49,190.04
Remaining Agreement Balance : \$56,560.88

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	61.00%

Earned to Date	\$44,747.44
Previously Paid	\$34,477.54
Amount Lump Sum Due	10,269.90

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$10,269.90

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 05-Aug-2016 09:02:57 AM

Supporting Documents

Document Description	Created Date
Wetland and Waterways, LLC Inv#00000389 dated 07.31.16	Fri Aug 05 09:02:46 CDT 2016
Choice Title Invoices for inv 08.01.16	Fri Aug 05 09:02:32 CDT 2016

Wetlands and Waterways, LLC
5742 Warbonnet Lane
Hazelhurst, Wisconsin 54531



Invoice #: 00000389

Date: 7/31/16

Bill To:

Westbrook Associated Engineers, Inc.
619 East Hoxie Street
P.O. Box 429
Spring Green, WI 53588

Description	Amount
WDNR Professionally Assured Wetland Delineation Little Sand Bay Road, Old CTH K - Termini Project #8357-01-72	
- Wetland Scientist - 48 hours @ \$125/hr	\$6,000.00
- Drafter - 14 hours @ \$85/hr	\$1,190.00
- Mileage - 360 miles @ \$0.54/mile	\$194.40
- GPS - 2 days @ \$75/day	\$150.00
- Per Diem - 2 days @ \$150/day	\$200.00

Submit Payment To:
Wetlands and Waterways, LLC
5742 Warbonnet Lane
Hazelhurst, WI 54531
715-892-4211

Total Amount: \$7,734.40
Amount \$0.00
Balance Due: \$7,734.40

Terms: Due Upon Receipt

Invoice

Invoice Number: 10262

File Number: 7913-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33480 Little Sand Bay Rd; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$20.00	1	\$20.00

Total

\$270.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10261

File Number: 7914-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 93800 Little Sand Bay Road; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$14.00	1	\$14.00

Total

\$264.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10257

File Number: 7916-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: Vacant Land; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies - same as 7917-16	\$0.00	1	\$0.00

Total \$250.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10259

File Number: 7915-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: Vacant Land; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$6.00	1	\$6.00

Total \$256.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10255

File Number: 7917-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33790 Old County Highway K; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$22.00	1	\$22.00

Total \$272.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10268

File Number: 7910-16

Invoice Date: 6/7/2016

Reference Number: Project ID 8357-01-02

Property Address: Vacant Land; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
copies	\$5.00	1	\$5.00

Total \$255.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10256

File Number: 7911-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33250 Little Sand Bay Rd

*Exempt Federal; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$12.00	1	\$12.00

Total \$262.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10260

File Number: 7912-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33265 Little Sand Bay Rd; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$24.00	1	\$24.00

Total

\$274.00

Thank you - we appreciate your business!

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Amendment ConsultantName: Wetlands & Waterways, LLC	FEIN/Loc : 275322217/0	Invoice ID : 107893
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : No	Consultant Invoice Number : 00000389	Status Date : 08/05/2016
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 07/01/2016 End Date : 07/31/2016

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken g.com

Specific Rate

DBE: No, OH Rate: Home Office, Function: Environmental Services

Incurring this invoice :	\$7,734.40
Previously Paid :	\$0.00

Incurring to Date :	\$7,734.40
Contract Maximum :	\$7,734.00
Subject to Maximum :	\$7,734.00
Previously Paid :	-\$0.00

Specific Rate Due :	\$7,734.00
Total Specific Rate Due :	\$7,734.00

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$7,734.00
Total Due This Invoice :	\$7,734.00
Total Contract Maximum :	\$7,734.00
Previously Paid Total :	\$0.00
Remaining Agreement Balance :	\$7,734.00

DBE: No, OH Rate: Home Office, Function: Environmental Services

Direct Labor Detail by Classification - Specific Rate

Classification	Month-Year	Employee Name	Employee Number	Premium Pay Hrs	Pay Hrs	Direct Labor Cost
Drafter	7 2016	Wetland Drafter		Hours Worked	14.0	
Total Drafter					14.0	\$1,190.00
Scientist	7 2016	Wetland Scientist		Hours Worked	48.0	
Total Scientist					48.0	\$6,000.00
Total Labor						\$7,190.00

Direct Labor Detail by Activity - Specific Rate

Activity	Month-Year	Employee Name	Employee Number	Premium Pay Hrs	Pay Hrs	Direct Labor Cost
Undefined	7 2016	Wetland Drafter		Hours Worked	14.0	
	7 2016	Wetland Scientist		Hours Worked	48.0	
Total Undefined					62.0	\$7,190.00
Total Labor						\$7,190.00

Direct Labor Summary - Specific Rate

Month-Year	Premium Pay Hrs	Pay Hrs	Direct Labor Cost
7 2016	Hours Worked	14.0	

7 2016	Hours Worked	48.0	
Sub Total			\$7,190.00
Total Summary			62.0
			\$7,190.00

Direct Costs - Specific Rate

Date	Det Cost Category	Det Cost Desc	Det Cost Payment	Det Cost Payee Name	Units	Unit Desc	Rate	Det Cost Cost
7 2016	Unclassified Direct Costs	Mileage	Payment	wetland and waterways	360.0	miles	0.54	\$194.40
7 2016	Unclassified Direct Costs	Per Diem	Payment	wetland and waterways	2.0	per diem	150.0	\$200.00
7 2016	Unclassified Direct Costs	GPS	Payment	wetland and waterways	2.0	GPS	75.0	\$150.00
Sub Total								\$544.40
Total Summary								\$544.40

Summary of Total Invoice - Specific Rate

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Wetlands & Waterways, LLC	\$7,734.00

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 05-Aug-2016 08:55:08 AM

Supporting Documents

Document Description	Created Date
Wetland and Waterways, LLC Inv#00000389 dated 07.31.16	Fri Aug 05 08:54:26 CDT 2016

Wetlands and Waterways, LLC
5742 Warbonnet Lane
Hazelhurst, Wisconsin 54531



Invoice #: 00000389

Date: 7/31/16

Bill To:

Westbrook Associated Engineers, Inc.
619 East Hoxie Street
P.O. Box 429
Spring Green, WI 53588

Description	Amount
WDNR Professionally Assured Wetland Delineation Little Sand Bay Road, Old CTH K - Termini Project #8357-01-72	
- Wetland Scientist - 48 hours @ \$125/hr	\$6,000.00
- Drafter - 14 hours @ \$85/hr	\$1,190.00
- Mileage - 360 miles @ \$0.54/mile	\$194.40
- GPS - 2 days @ \$75/day	\$150.00
- Per Diem - 2 days @ \$150/day	\$200.00

Submit Payment To:
Wetlands and Waterways, LLC
5742 Warbonnet Lane
Hazelhurst, WI 54531
715-892-4211

Total Amount: \$7,734.40
Amount \$0.00
Balance Due: \$7,734.40

Terms: Due Upon Receipt

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Amendment ConsultantName: Choice Title, LLC	FEIN/Loc : /0	Invoice ID : 107896
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : No	Consultant Invoice Number : 10255-10262 & 10268	Status Date : 08/05/2016
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 06/07/2016 **End Date :** 07/31/2016

Consultant Contact :

Name : Malissa Dischler **Phone :** 608-588-7866 **Email :** mdischler@westbrooken g.com

Cost Per Unit

DBE: No, OH Rate: Not Cost Based, Function: Title Searches

Incurred this invoice :	\$2,103.00	
Previously Paid :	\$0.00	

Incurred to Date :	\$2,103.00	
Contract Maximum :	\$2,350.00	
Subject to Maximum :	\$2,103.00	
Previously Paid :	-\$0.00	

Cost Per Unit Due :	\$2,103.00	
Total Cost Per Unit Due :		\$2,103.00

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$2,103.00
Total Due This Invoice :	\$2,103.00
Total Contract Maximum :	\$2,350.00
Previously Paid Total :	\$0.00
Remaining Agreement Balance :	\$2,350.00

DBE: No, OH Rate: Not Cost Based, Function: Title Searches

Invoicing - Cost Per Unit

Contract Amount	\$2,350.00
Incurred this invoice	\$2,103.00
Incurred to Date	\$2,103.00
Previously Paid	\$0.00
Cost Per Unit Due	2,103.00

Summary of Total Invoice - Cost Per Unit

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Choice Title, LLC	\$2,103.00

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER **Submitted date :** 05-Aug-2016 09:00:41 AM

Supporting Documents

Document Description	Created Date
Choice Title Invoices for inv 08.01.16	Fri Aug 05 09:00:32 CDT 2016

Invoice

Invoice Number: 10262

File Number: 7913-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33480 Little Sand Bay Rd; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$20.00	1	\$20.00

Total

\$270.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10261

File Number: 7914-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 93800 Little Sand Bay Road; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$14.00	1	\$14.00

Total

\$264.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10257

File Number: 7916-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: Vacant Land; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies - same as 7917-16	\$0.00	1	\$0.00

Total

\$250.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10259

File Number: 7915-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: Vacant Land; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$6.00	1	\$6.00

Total \$256.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10255

File Number: 7917-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33790 Old County Highway K; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$22.00	1	\$22.00

Total \$272.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10268

File Number: 7910-16

Invoice Date: 6/7/2016

Reference Number: Project ID 8357-01-02

Property Address: Vacant Land; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
copies	\$5.00	1	\$5.00

Total \$255.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10256

File Number: 7911-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33250 Little Sand Bay Rd

*Exempt Federal; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$12.00	1	\$12.00

Total \$262.00

Thank you - we appreciate your business!

Invoice

Invoice Number: 10260

File Number: 7912-16

Invoice Date: 6/6/2016

Reference Number: Project ID 8357-01-02

Property Address: 33265 Little Sand Bay Rd; Bayfield, WI 54814

To:
Westbrook Associated Engineers, Inc.
619 E Hoxie St.
Spring Green, WI 53588

Remit Payment to:
Choice Title, LLC
320 Main Street West
Ashland, WI 54806
715-682-3333

Description	Amount	Qty	Total
Search Fee	\$250.00	1	\$250.00
Copies	\$24.00	1	\$24.00

Total

\$274.00

Thank you - we appreciate your business!

Invoice #9

Invoice Information

Consultant Invoice Information :

Consultant Name :	Westbrook Associated Engineers, Inc	FEIN/Loc :	391569417/0	PO Number :	3547732
State Project ID :	8357-01-02	Contract Number :	1400014103	Invoice ID :	122437
Project Description :	Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	Master Contract ID :		Work Order :	
Final Invoice :	No	County :	Bayfield	Status :	Submitted
		Consultant Invoice Number :	25265	Status Date :	10/11/2016
				Project Manager :	Ryan McKane

Time period covered by this Invoice :

Start Date :	09/01/2016	End Date :	09/30/2016
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Consultant Contact :

Name :	Malissa Dischler	Phone :	608-588-7866	Email :	mdischler@westbrookeng.com
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Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date :	\$47,534.99	
Contract Maximum :	\$73,356.46	
Subject to Maximum :	\$47,534.99	
Previously Paid :	-\$44,747.44	

Due this Line Item :	\$2,787.55	
Total Lump Sum Due :		\$2,787.55

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$2,787.55
Total Due This Invoice :	\$2,787.55
Total Contract Maximum :	\$73,356.46
Previously Paid Total :	\$44,747.44
Remaining Agreement Balance :	\$28,609.02

Contract Paid Summary

Total DBE Cost :	\$0.00
Total Non-DBE Cost :	\$105,750.92
Prime Contract Maximum :	\$60,135.58
Sub Contract Maximum :	\$12,985.46
Amendment Contract Maximum :	\$32,629.88
Total Contract Maximum :	\$105,750.92
Previously Paid On Contract :	\$69,296.94
Remaining Agreement Balance :	\$36,453.98

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	64.80%
Earned to Date	\$47,534.99
Previously Paid	\$44,747.44
Amount Lump Sum Due	2,787.55

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$2,787.55

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 11-Oct-2016 12:54:31 PM

Supporting Documents

Document Description	Created Date
Sept 2016 dt1509	Tue Oct 11 12:54:18 CDT 2016

Invoice #10

Invoice Information

Consultant Invoice Information :

Consultant Name :	Westbrook Associated Engineers, Inc	FEIN/Loc :	391569417/0	PO Number :	3547732
State Project ID :	8357-01-02	Contract Number :	1400014103	Invoice ID :	143027
Project Description :	Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	Master Contract ID :		Work Order :	
Final Invoice :	No	County :	Bayfield	Status :	Submitted
		Consultant Invoice Number :	25435	Status Date :	01/10/2017
				Project Manager :	Ryan McKane

Time period covered by this Invoice :

Start Date :	12/01/2016	End Date :	12/31/2016
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Consultant Contact :

Name :	Malissa Dischler	Phone :	608-588-7866	Email :	mdischler@westbrookeng.com
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Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date :	\$49,332.22
Contract Maximum :	\$73,356.46
Subject to Maximum :	\$49,332.22
Previously Paid :	-\$47,534.99

Due this Line Item :	\$1,797.23
Total Lump Sum Due :	\$1,797.23

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
S	Archaeological Research, Inc.	140596	\$2,935.46

Total Sub Invoices Included: \$2,935.46

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$1,797.23
Total Due This Invoice :	\$4,732.69
Total Contract Maximum :	\$73,356.46
Previously Paid Total :	\$47,534.99
Remaining Agreement Balance :	\$25,821.47

Contract Paid Summary

Total DBE Cost :	\$0.00
Total Non-DBE Cost :	\$105,750.92
Prime Contract Maximum :	\$60,135.58
Sub Contract Maximum :	\$12,985.46
Amendment Contract Maximum :	\$32,629.88
Total Contract Maximum :	\$105,750.92
Previously Paid On Contract :	\$72,084.49
Remaining Agreement Balance :	\$33,666.43

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	67.25%
Earned to Date	\$49,332.22

Previously Paid	\$47,534.99
Amount Lump Sum Due	1,797.23

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$1,797.23

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 10-Jan-2017 02:29:45 PM

Supporting Documents

Document Description	Created Date
ARI invoice \$2935.46	Tue Jan 10 14:29:24 CST 2017
15166 inv dated 01.01.17	Tue Jan 10 14:29:06 CST 2017
Dec 16 DT1509	Tue Jan 10 14:28:48 CST 2017



Invoice

1341 W Fullerton Ave
#156
Chicago, IL 60614

INVOICE #

1196

DATE

11/28/2016

BILL TO
Westbrook Associated Engineers 619 E. Hoxie Street Spring Green, Wisconsin 53588

TERMS

Per Contract

DESCRIPTION	AMOUNT
A Phase I Archaeological Investigation Project ID # 8357-01-02/72 T Russell, Little Sand Bay Road Old CTH K - Termini Twn Rd, Bayfield County, Wisconsin Westbrook Contact Person: Aaron Palmer, P.E.	2,935.46
Total	\$2,935.46

Visit our Web Site www.arch-res.com

For questions concerning this invoice please contact David Keene at (773) 456-1811 or dkeene@arch-res.com

Archaeological RESEARCH, INC.

Supporting Documentation

Invoice #1196 Fee Computation

DATE: 28 November 2016

SUBMITTED TO: Westbrook Associated Engineers

CONTACT: Aaron Palmer, PE

Project ID 8357-01-02/72

PHONE NUMBER: (608) 588-7866

Project Title:

Email: apalmer@westbrookeng.com

Little Sand Bay Road

PROJECT DESCRIPTION:

Old County Hwy K - Termini

Phase I Archaeological Investigation

Town of Russell, Bayfield County

2.6 miles of mill and resurface with

intermittent right of way acquisition

LABOR/ACTIVITY	TIME IN PERSON/ HOURS	COST PER HOUR	TOTAL ITEM COST	TOTAL UNIT COST
TASK 1 BACKGROUND DOCUMENTS SEARCH				
Research Specialists 1	0	\$32.50	\$0.00	
Research Specialists 2	1	\$32.50	\$32.50	\$32.50
TASK 2 FIELD INVESTIGATION				
Research Specialists 1	16	\$32.50	\$520.00	
Research Specialists 2	0	\$32.50	\$0.00	\$520.00
TASK 3 MONITORING				
Research Specialists 1	0	\$32.50	\$0.00	
Research Specialists 2	0	\$32.50	\$0.00	\$0.00
TASK 4 REPORT PREPARATION				
Research Specialists 1	16	\$32.50	\$520.00	
Research Specialists 2	0	\$32.50	\$0.00	\$520.00
TASK 5 Agency/Project/Native American Coordination				
Research Specialists 1	3	\$32.50	\$97.50	
Research Specialists 2	0	\$32.50	\$0.00	\$97.50
TOTAL DIRECT LABOR COST	36			\$1,170.00
INDIRECT COST AT 98% OF DIRECT LABOR COSTS				\$1,146.60
FIXED FEE AT 7.25% (2.5 * DIRECT COSTS)				\$212.06
TRAVEL EXPENSES (720 miles @ 0.565/mile)				\$406.80
TOTAL PROJECT COST				\$2,935.46

Submitted by David Keene, President (dkeene@arch-res.com)

6907 University Avenue, Middleton, Wisconsin 53562

Phone (608) 836-8677

www.arch-res.com

MADISON, WISCONSIN & CHICAGO, ILLINOIS



619 East Hoxie St. | P.O. Box 429 | Spring Green, WI 53588
P: (608) 588-7866 | F: (608) 588-7954 | www.westbrookeng.com

WISDOT
700 North 3rd Street
Suite 104
LaCrosse, WI 54601
Ryan McKane

Invoice number 25435
Date 01/01/2017

Project **15166 ID 8357-01-02 LITTLE SAND BAY ROAD, BAYFIELD COUNTY**

Professional Services Rendered through 12.31.2016

ID 8357-01-02

	Amount	
ID 8357-01-02 Little Sand Bay Road, Bayfield County		
Contract Amount	68,620.12	
Percent Complete	67.25	
Prior Billed	44,465.82	
Total Billed	46,147.02	
		Current Billed 1,681.20
FIXED FEE (7.25%)		
Contract Amount	4,736.34	
Percent Complete	67.25	
Prior Billed	3,069.17	
Total Billed	3,185.20	
		Current Billed 116.03
SUB - Lund Engineering (%)		
Contract Amount	19,375.00	
Percent Complete	75.94	
Prior Billed	14,712.50	
Total Billed	14,712.50	
		Current Billed 0.00
SUB - Archaeological Research, Inc (2723.40 + FF 212.06 = 2935.46/T&E)		
Contract Amount	2,935.46	
Percent Complete	100.00	
Prior Billed	0.00	
Total Billed	2,935.46	
		Current Billed 2,935.46
SUB - Wetlands & Waterways, LLC (\$7734.00/T&E)		
Contract Amount	7,734.00	
Percent Complete	100.00	
Prior Billed	7,734.00	
Total Billed	7,734.00	
		Current Billed 0.00

	<u>Amount</u>		
SUB - Choice Title (T&E)			
Contract Amount	2,350.00		
Percent Complete	89.49		
Prior Billed	2,103.00		
Total Billed	2,103.00		
		Current Billed	<u>0.00</u>
		Total	<u>4,732.69</u>
		Invoice total	4,732.69

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
ID 8357-01-02 LITTLE SAND BAY ROAD, BAYFIELD COUNTY	68,620.12	44,465.82	46,147.02	1,681.20
FIXED FEE (7.25%)	4,736.34	3,069.17	3,185.20	116.03
SUB - LUND ENGINEERING (%)	19,375.00	14,712.50	14,712.50	0.00
SUB - ARCHAEOLOGICAL RESEARCH, INC (2723.40 + FF 212.06 = 2935.46/T&E)	2,935.46	0.00	2,935.46	2,935.46
SUB - WETLANDS & WATERWAYS, LLC (\$7734.00/T&E)	7,734.00	7,734.00	7,734.00	0.00
SUB - CHOICE TITLE (T&E)	2,350.00	2,103.00	2,103.00	0.00
Total	105,750.92	72,084.49	76,817.18	4,732.69

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25435	01/01/2017	4,732.69	4,732.69				
	Total	4,732.69	4,732.69	0.00	0.00	0.00	0.00

Approved by:

Aaron B. Palmer
 Vice President

NET/30: A 1.5% per month (18% annually) late payment charge on unpaid balance after 30 days.

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Sub ConsultantName: Archaeological Research, Inc.	FEIN/Loc : 654321230/0	Invoice ID : 140596
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : Yes	Consultant Invoice Number : 1196	Status Date : 12/29/2016
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 02/01/2016	End Date : 11/15/2016
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Consultant Contact :

Name : David Keene	Phone : 773-456-1811	Email : dkeene@arch-res.com
---------------------------	-----------------------------	------------------------------------

Cost Per Unit

DBE: No, OH Rate: Home Office, Function: Archaeological and/or Historical Services

Incurred this invoice :	\$2,935.46	
Previously Paid :	\$0.00	

Incurred to Date :	\$2,935.46	
Contract Maximum :	\$2,935.46	
Subject to Maximum :	\$2,935.46	
Previously Paid :	-\$0.00	

Cost Per Unit Due :	\$2,935.46	
Total Cost Per Unit Due :		\$2,935.46

Summary

Total DBE Cost This Invoice:	\$0.00
Total Non-DBE Cost This Invoice:	\$2,935.46
Total Due This Invoice :	\$2,935.46
Total Contract Maximum :	\$2,935.46
Previously Paid Total :	\$0.00
Remaining Agreement Balance :	\$2,935.46

DBE: No, OH Rate: Home Office, Function: Archaeological and/or Historical Services

Invoicing - Cost Per Unit

Contract Amount	\$2,935.46
Incurred this invoice	\$2,935.46
Incurred to Date	\$2,935.46
Previously Paid	\$0.00
Cost Per Unit Due	2,935.46

Summary of Total Invoice - Cost Per Unit

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Archaeological Research, Inc.	\$2,935.46

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : David Keene	Submitted date : 29-Dec-2016 04:50:32 PM
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Supporting Documents

Document Description	Created Date
original invoice	Thu Dec 29 16:38:36 CST 2016



Invoice

1341 W Fullerton Ave
#156
Chicago, IL 60614

INVOICE #

1196

DATE

11/28/2016

BILL TO
Westbrook Associated Engineers 619 E. Hoxie Street Spring Green, Wisconsin 53588

TERMS

Per Contract

DESCRIPTION	AMOUNT
A Phase I Archaeological Investigation Project ID # 8357-01-02/72 T Russell, Little Sand Bay Road Old CTH K - Termini Twn Rd, Bayfield County, Wisconsin Westbrook Contact Person: Aaron Palmer, P.E.	2,935.46
Total	\$2,935.46

Visit our Web Site www.arch-res.com

For questions concerning this invoice please contact David Keene at (773) 456-1811 or dkeene@arch-res.com

Invoice #11

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
State Project ID : 8357-01-02 Contract Number : 1400014103 Invoice ID : 157591
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini County : Bayfield Master Contract ID : Work Order :
Final Invoice : No Consultant Invoice Number : 25570 Status : Submitted Status Date : 03/10/2017
Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 02/01/2017 End Date : 02/28/2017

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$51,833.67
Contract Maximum : \$73,356.46
Subject to Maximum : \$51,833.67
Previously Paid : -\$49,332.22

Due this Line Item : \$2,501.45
Total Lump Sum Due : \$2,501.45

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$2,501.45
Total Due This Invoice : \$2,501.45
Total Contract Maximum : \$73,356.46
Previously Paid Total : \$49,332.22
Remaining Agreement Balance : \$24,024.24

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$105,750.92
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$32,629.88
Total Contract Maximum : \$105,750.92
Previously Paid On Contract : \$76,817.18
Remaining Agreement Balance : \$28,933.74

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	70.66%
Earned to Date	\$51,833.67
Previously Paid	\$49,332.22
Amount Lump Sum Due	2,501.45

Summary of Total Invoice - Lump Sum

Prime or Highter Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$2,501.45

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 10-Mar-2017 03:33:09 PM

Supporting Documents

Document Description	Created Date
invoice for Feb 17	Fri Mar 10 15:32:57 CST 2017
DT 1509 report - feb 17	Fri Mar 10 15:32:42 CST 2017



619 East Hoxie St. | P.O. Box 429 | Spring Green, WI 53588
 P: (608) 588-7866 | F: (608) 588-7954 | www.westbrookeng.com

WISDOT
 700 North 3rd Street
 Suite 104
 LaCrosse, WI 54601
 Ryan McKane

Invoice number 25570
 Date 03/01/2017

Project **15166 ID 8357-01-02 LITTLE SAND BAY ROAD, BAYFIELD COUNTY**

Professional Services Rendered through 02.28.2017

ID 8357-01-02

	Amount	
ID 8357-01-02 Little Sand Bay Road, Bayfield County		
Contract Amount	68,620.12	
Percent Complete	70.66	
Prior Billed	46,147.02	
Total Billed	48,486.97	
		Current Billed 2,339.95
FIXED FEE (7.25%)		
Contract Amount	4,736.34	
Percent Complete	70.66	
Prior Billed	3,185.20	
Total Billed	3,346.70	
		Current Billed 161.50
SUB - Lund Engineering (%)		
Contract Amount	19,375.00	
Percent Complete	75.94	
Prior Billed	14,712.50	
Total Billed	14,712.50	
		Current Billed 0.00
SUB - Archaeological Research, Inc (2723.40 + FF 212.06 = 2935.46/T&E)		
Contract Amount	2,935.46	
Percent Complete	100.00	
Prior Billed	2,935.46	
Total Billed	2,935.46	
		Current Billed 0.00
SUB - Wetlands & Waterways, LLC (\$7734.00/T&E)		
Contract Amount	7,734.00	
Percent Complete	100.00	
Prior Billed	7,734.00	
Total Billed	7,734.00	
		Current Billed 0.00

	<u>Amount</u>		
SUB - Choice Title (T&E)			
Contract Amount	2,350.00		
Percent Complete	89.49		
Prior Billed	2,103.00		
Total Billed	2,103.00		
		Current Billed	<u>0.00</u>
		Total	<u>2,501.45</u>
		Invoice total	2,501.45

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
ID 8357-01-02 LITTLE SAND BAY ROAD, BAYFIELD COUNTY	68,620.12	46,147.02	48,486.97	2,339.95
FIXED FEE (7.25%)	4,736.34	3,185.20	3,346.70	161.50
SUB - LUND ENGINEERING (%)	19,375.00	14,712.50	14,712.50	0.00
SUB - ARCHAEOLOGICAL RESEARCH, INC (2723.40 + FF 212.06 = 2935.46/T&E)	2,935.46	2,935.46	2,935.46	0.00
SUB - WETLANDS & WATERWAYS, LLC (\$7734.00/T&E)	7,734.00	7,734.00	7,734.00	0.00
SUB - CHOICE TITLE (T&E)	2,350.00	2,103.00	2,103.00	0.00
Total	105,750.92	76,817.18	79,318.63	2,501.45

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25570	03/01/2017	2,501.45	2,501.45				
	Total	2,501.45	2,501.45	0.00	0.00	0.00	0.00

Approved by:

Aaron B. Palmer
 Vice President

NET/30: A 1.5% per month (18% annually) late payment charge on unpaid balance after 30 days.

PROJECT I.D./WO #	HIGHWAY	COUNTY	MONTH	REPORT NUMBER	PERCENT OF																										
I.D. 8357-01-02		Bayfield	February, 2017	10	Project	Task Compl. Last Report	Task Compl. This Report	Project Complete																							
NAME OF ROAD	Starting Date	COMP. DATE	% TIME ELAPSED																												
Little Sand Bay Road	November 1, 2015	October 1, 2017	93%																												
CONSULTANT FIRM NAME																															
Westbrook Associated Engineers, Inc.																															
TASK*	YEAR Month	2015					2016					2017																			
		S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S					
Administration & Coordination																											5.5%	99	99	5.48	
Reports																											7.7%	99	100	7.70	
Environmental Documentation																											6.1%	99	100	6.09	
Agency & Utility Coordination																											5.0%	99	100	4.98	
Public Involvement																											6.0%	100	100	5.97	
Survey																											0.8%	100	100	0.82	
Preliminary Road Design																											23.5%	99	100	23.52	
Preliminary Structure Design																											0.0%	0	0	0.00	
Final Road Design																											19.9%	0	15	2.98	
Final Structure Design																											0.0%	0	0	0.00	
Right-of-Way																											4.6%	99	99	4.59	
Meetings & Conferences																											7.0%	65	65	4.56	
P.S. & E. Preparation																											9.9%	0	0	0.00	
Management of Subconsultant																											4.0%	100	100	3.97	
SHOW PROGRESS BY USE OF A BAR CHART:																											100%			70.66	
		SCHEDULED																									TOTALS				
		COMPLETED																													

*Elements of work identified during contract negotiations

Aaron Palmer, P.E.
 Submitted by

3/06/2017
 Date

Invoice #12

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
State Project ID : 8357-01-02 Contract Number : 1400014103 Invoice ID : 163113
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini County : Bayfield Master Contract ID : Work Order :
Final Invoice : No Consultant Invoice Number : 25588 Status : Submitted Status Date : 04/06/2017
Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 03/01/2017 End Date : 03/31/2017

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$65,698.05
Contract Maximum : \$73,356.46
Subject to Maximum : \$65,698.05
Previously Paid : -\$51,833.67
Pending Payment(s) : -\$0.00

Pending and Previously Paid: \$51,833.67

Due this Line Item : \$13,864.38
Total Lump Sum Due : \$13,864.38

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$13,864.38
Total Due This Invoice : **\$13,864.38**
Total Contract Maximum : \$73,356.46
Previously Paid Total : \$51,833.67
Remaining Agreement Balance : \$21,522.79

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$105,750.92
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$32,629.88
Total Contract Maximum : \$105,750.92
Previously Paid On Contract : \$900,456.42
Remaining Agreement Balance : (\$794,705.50)

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	89.56%
Earned to Date	\$65,698.05
Previously Paid	\$51,833.67
Amount Lump Sum Due	13,864.38

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$13,864.38

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 06-Apr-2017 02:44:42 PM

Supporting Documents

Document Description	Created Date
March 2017 dt1509	Thu Apr 06 14:44:14 CDT 2017

PROJECT I.D./WO #	HIGHWAY	COUNTY	MONTH	REPORT NUMBER	PERCENT OF																											
I.D. 8357-01-02		Bayfield	March, 2017	11	Project	Task Compl. Last Report	Task Compl. This Report	Project Complete																								
NAME OF ROAD	Starting Date	COMP. DATE	% TIME ELAPSED																													
Little Sand Bay Road	November 1, 2015	October 1, 2017	93%																													
CONSULTANT FIRM NAME	Westbrook Associated Engineers, Inc.																															
TASK*	YEAR Month	2015					2016					2017																				
		S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S						
Administration & Coordination																											5.5%	99	99	5.48		
Reports																											7.7%	100	100	7.70		
Environmental Documentation																											6.1%	100	100	6.09		
Agency & Utility Coordination																											5.0%	100	100	4.98		
Public Involvement																											6.0%	100	100	5.97		
Survey																											0.8%	100	100	0.82		
Preliminary Road Design																											23.5%	100	100	23.52		
Preliminary Structure Design																											0.0%	0	0	0.00		
Final Road Design																											19.9%	15	85	16.90		
Final Structure Design																											0.0%	0	0	0.00		
Right-of-Way																											4.6%	99	100	4.64		
Meetings & Conferences																											7.0%	65	65	4.56		
P.S. & E. Preparation																											9.9%	0	50	4.94		
Management of Subconsultant																											4.0%	100	100	3.97		
SHOW PROGRESS BY USE OF A BAR CHART:		SCHEDULED																														
		COMPLETED																										TOTALS	100%			89.56

*Elements of work identified during contract negotiations

Aaron Palmer, P.E.
Submitted by

4/04/2017
Date

Invoice #13

Invoice Information

Consultant Invoice Information :

Consultant Name : Westbrook Associated Engineers, Inc FEIN/Loc : 391569417/0 PO Number : 3547732
State Project ID : 8357-01-02 Contract Number : 1400014103 Invoice ID : 169309
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini County : Bayfield Master Contract ID : Work Order :
Final Invoice : No Consultant Invoice Number : 25699 Status : Submitted Status Date : 05/05/2017
Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 04/01/2017 End Date : 04/30/2017

Consultant Contact :

Name : Malissa Dischler Phone : 608-588-7866 Email : mdischler@westbrooken g.com

Lump Sum

DBE: No, OH Rate: Home Office, Function: Design Services

Earned to Date : \$73,356.46
Contract Maximum : \$73,356.46
Subject to Maximum : \$73,356.46
Previously Paid : -\$51,833.67
Pending Payment(s) : -\$0.00

Pending and Previously Paid: \$51,833.67

Due this Line Item : \$21,522.79
Total Lump Sum Due : \$21,522.79

Sub Consultant Invoices

Invoice Type	Vendor Name	DOT Invoice ID	Invoice Total
S	Lund Engineering	169310	\$4,662.50

Total Sub Invoices Included: \$4,662.50

Summary

Total DBE Cost This Invoice: \$0.00
Total Non-DBE Cost This Invoice: \$21,522.79
Total Due This Invoice : **\$26,185.29**
Total Contract Maximum : \$73,356.46
Previously Paid Total : \$51,833.67
Remaining Agreement Balance : \$21,522.79

Contract Paid Summary

Total DBE Cost : \$0.00
Total Non-DBE Cost : \$105,750.92
Prime Contract Maximum : \$60,135.58
Sub Contract Maximum : \$12,985.46
Amendment Contract Maximum : \$32,629.88
Total Contract Maximum : \$105,750.92
Previously Paid On Contract : \$1,059,093.68
Remaining Agreement Balance : (\$953,342.76)

DBE: No, OH Rate: Home Office, Function: Design Services

Invoicing - Lump Sum

Contract Amount	\$73,356.46
Percentage Completed	100.00%
Earned to Date	\$73,356.46
Previously Paid	\$51,833.67
Amount Lump Sum Due	21,522.79

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc		\$21,522.79

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 05-May-2017 01:39:17 PM

Supporting Documents

Document Description	Created Date
lund final invoice	Fri May 05 13:31:42 CDT 2017
final invoice	Fri May 05 13:31:06 CDT 2017
DT 1509 report	Fri May 05 13:30:57 CDT 2017

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
5/4/2017	753

BILL TO
Westbrook Associated Engineers Aaron Palmer 619 Hoxie St Spring Green Wi

PROJECT
8357-01-02; T Russell, Little Sand Bay Rd

PROJECT
Tn Rd/BayfieldCo Amemd1 /Pay5

TERMS	DUE DATE
Due on receipt	5/4/2017

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT
5/4/2017	Project Manage...	Contract Base - 7. Admin. 100%	0.2	1,000.00	200.00
5/4/2017	Engineering	Contract Base - 8. Final Design -Review with Client	1	1,000.00	1,000.00
5/4/2017	Expenses	contract Base - 9. Expenses	0.25	250.00	62.50
5/4/2017		Subtotal			1,262.50
5/4/2017	Survey - Field	Amend1 - 4. R/W Field Survey	0.5	2,500.00	1,250.00
5/4/2017	Project Manage...	Amend1 - 5.Meetings Wetlands	0.5	500.00	250.00
5/4/2017	Project Manage...	Amend1 - 6. Meetings R/W	1	500.00	500.00
5/4/2017	Project Manage...	Amend1 - 7. Admin Wetlands	1	500.00	500.00
5/4/2017	Project Manage...	Amend1 - 8. Admin R/W	1	800.00	800.00
5/4/2017	Expenses	Amedn1 - 9. Expenses	0.5	200.00	100.00
5/4/2017		Subtotal			3,400.00

Thank you for your continued business.	Total	\$4,662.50
	Payments/Credits	\$0.00
	Balance Due	\$4,662.50

Phone #
715-209-0367

Fax #	E-mail
Office 715-254-6061	rmlund1@charter.net



619 East Hoxie St. | P.O. Box 429 | Spring Green, WI 53588
 P: (608) 588-7866 | F: (608) 588-7954 | www.westbrookeng.com

WISDOT
 700 North 3rd Street
 Suite 104
 LaCrosse, WI 54601
 Ryan McKane

Invoice number 25699
 Date 05/01/2017

Project **15166 ID 8357-01-02 LITTLE SAND BAY ROAD, BAYFIELD COUNTY**

Professional Services Rendered through 04.30.2017

ID 8357-01-02

	Amount	
ID 8357-01-02 Little Sand Bay Road, Bayfield County		
Contract Amount	68,620.12	
Percent Complete	100.00	
Prior Billed	61,456.18	
Total Billed	68,620.12	
		Current Billed 7,163.94
FIXED FEE (7.25%)		
Contract Amount	4,736.34	
Percent Complete	100.00	
Prior Billed	4,241.87	
Total Billed	4,736.34	
		Current Billed 494.47
SUB - Lund Engineering (%)		
Contract Amount	19,375.00	
Percent Complete	100.00	
Prior Billed	14,712.50	
Total Billed	19,375.00	
		Current Billed 4,662.50
SUB - Archaeological Research, Inc (2723.40 + FF 212.06 = 2935.46/T&E)		
Contract Amount	2,935.46	
Percent Complete	100.00	
Prior Billed	2,935.46	
Total Billed	2,935.46	
		Current Billed 0.00
SUB - Wetlands & Waterways, LLC (\$7734.00/T&E)		
Contract Amount	7,734.00	
Percent Complete	100.00	
Prior Billed	7,734.00	
Total Billed	7,734.00	
		Current Billed 0.00

	<u>Amount</u>		
SUB - Choice Title (T&E)			
Contract Amount	2,350.00		
Percent Complete	89.49		
Prior Billed	2,103.00		
Total Billed	2,103.00		
		Current Billed	<u>0.00</u>
		Total	<u>12,320.91</u>
		Invoice total	12,320.91

Invoice Summary

Description	Contract Amount	Prior Billed	Total Billed	Current Billed
ID 8357-01-02 LITTLE SAND BAY ROAD, BAYFIELD COUNTY	68,620.12	61,456.18	68,620.12	7,163.94
FIXED FEE (7.25%)	4,736.34	4,241.87	4,736.34	494.47
SUB - LUND ENGINEERING (%)	19,375.00	14,712.50	19,375.00	4,662.50
SUB - ARCHAEOLOGICAL RESEARCH, INC (2723.40 + FF 212.06 = 2935.46/T&E)	2,935.46	2,935.46	2,935.46	0.00
SUB - WETLANDS & WATERWAYS, LLC (\$7734.00/T&E)	7,734.00	7,734.00	7,734.00	0.00
SUB - CHOICE TITLE (T&E)	2,350.00	2,103.00	2,103.00	0.00
Total	105,750.92	93,183.01	105,503.92	12,320.91

Aging Summary

Invoice Number	Invoice Date	Outstanding	Current	Over 30	Over 60	Over 90	Over 120
25699	05/01/2017	12,320.91	12,320.91				
	Total	12,320.91	12,320.91	0.00	0.00	0.00	0.00

Approved by:

Aaron B. Palmer
 Vice President

NET/30: A 1.5% per month (18% annually) late payment charge on unpaid balance after 30 days.

Invoice Information

Consultant Invoice Information :

Prime Consultant Name : Westbrook Associated Engineers, Inc	Contract Number : 1400014103	PO Number : 3547732
Sub ConsultantName: Lund Engineering	FEIN/Loc : /0	Invoice ID : 169310
State Project ID : 8357-01-02	Master Contract ID :	Work Order :
Project Description : Town of Russell, Little Sand Bay Rd, Old CTH K - Termini	County : Bayfield	Status : Submitted to Higher Tier
Final Invoice : Yes	Consultant Invoice Number : 753	Status Date : 05/05/2017
		Project Manager : Ryan McKane

Time period covered by this Invoice :

Start Date : 04/01/2017	End Date : 05/04/2017
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Consultant Contact :

Name : Malissa Dischler	Phone : 608-588-7866	Email : mdischler@westbrookeng.com
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Lump Sum

DBE: No, OH Rate: Home Office, Function: Drainage Services

Earned to Date :	\$19,375.00	
Contract Maximum :	\$19,375.00	
Subject to Maximum :		\$19,375.00
Previously Paid :	-\$14,712.50	
Pending Payment(s) :	-\$0.00	

Pending and Previously Paid:		\$14,712.50

Due this Line Item :	\$4,662.50	
Total Lump Sum Due :		\$4,662.50

Summary

Total DBE Cost This Invoice:	\$0.00	
Total Non-DBE Cost This Invoice:	\$4,662.50	
Total Due This Invoice :	\$4,662.50	
Total Contract Maximum :	\$19,375.00	
Previously Paid Total :	\$14,712.50	
Remaining Agreement Balance :	\$4,662.50	

DBE: No, OH Rate: Home Office, Function: Drainage Services

Invoicing - Lump Sum

Contract Amount	\$19,375.00
Percentage Completed	100.00%
Earned to Date	\$19,375.00
Previously Paid	\$14,712.50
Amount Lump Sum Due	4,662.50

Summary of Total Invoice - Lump Sum

Prime or Higher Tier	Subconsultant	Cost
Westbrook Associated Engineers, Inc	Lund Engineering	\$4,662.50

Consultant Certification

I certify that to the best of my knowledge the work as listed has been completed, represents no duplication of payments, and that all costs are in compliance with the contract terms.

Submitted by : MALISSA DISCHLER Submitted date : 05-May-2017 01:28:29 PM

Supporting Documents

Document Description	Created Date
Lund invoice 05.04.17	Fri May 05 13:28:17 CDT 2017

Lund Engineering

415 East Third Street
PO Box 243
Washburn, WI 54891

Invoice

DATE	INVOICE #
5/4/2017	753

BILL TO

Westbrook Associated Engineers
Aaron Palmer
619 Hoxie St
Spring Green Wi

PROJECT

8357-01-02; T Russell, Little Sand Bay Rd

PROJECT

Tn Rd/BayfieldCo Amemd1 /Pay5

TERMS

DUE DATE

Due on receipt

5/4/2017

DATE	ITEM	DESCRIPTION	QTY	RATE	AMOUNT
5/4/2017	Project Manage...	Contract Base - 7. Admin. 100%	0.2	1,000.00	200.00
5/4/2017	Engineering	Contract Base - 8. Final Design -Review with Client	1	1,000.00	1,000.00
5/4/2017	Expenses	contract Base - 9. Expenses	0.25	250.00	62.50
5/4/2017		Subtotal			1,262.50
5/4/2017	Survey - Field	Amend1 - 4. R/W Field Survey	0.5	2,500.00	1,250.00
5/4/2017	Project Manage...	Amend1 - 5.Meetings Wetlands	0.5	500.00	250.00
5/4/2017	Project Manage...	Amend1 - 6. Meetings R/W	1	500.00	500.00
5/4/2017	Project Manage...	Amend1 - 7. Admin Wetlands	1	500.00	500.00
5/4/2017	Project Manage...	Amend1 - 8. Admin R/W	1	800.00	800.00
5/4/2017	Expenses	Amedn1 - 9. Expenses	0.5	200.00	100.00
5/4/2017		Subtotal			3,400.00

Thank you for your continued business.

Total

\$4,662.50

Payments/Credits

\$0.00

Balance Due

\$4,662.50

Phone #

715-209-0367

Fax #

Office 715-254-6061

E-mail

rmlund1@charter.net

From: Felix, Jessica L - DOT
To: [TownOf Russel](#); [Dave Good](#); [MARK D BUGHER](#); [Kathy Wendling](#); [Rocky Tribovich](#)
Cc: [Stensland, Andrew - DOT](#); [Olson, Jeffrey - DOT](#)
Subject: Town of Russell Invoices
Date: Thursday, March 01, 2018 1:14:34 PM
Attachments: [Westbrook Invoices 8357-01-02.pdf](#)

Town of Russell,

As requested, we have gathered the invoices for Little Sand Bay Phase I (attached).

There was one amendment to the original contract (original \$73,121.04 + amendment \$32,629.88 = \$105,750.92). \$119,368.30 has been billed to date and we checked with the Local Program MC, Ryan McKane. Another amendment should have been required to go above the \$105,750.92 but was never completed. The invoicing software called CARS did not stop the billings above \$105,750.92. We are reviewing this glitch in the CARS invoicing system. Ryan does approve all design consultant invoices for every project and is also the only person with access to those invoices in CARS. Central Office billing should have stopped payment on anything over \$105,750.92 and should have contacted the Region that the PO is short on funding. That did not seem to happen for Little Sand Bay Phase I. We are reviewing why our process did not work properly and bringing it to the attention of Central Office and the champion for the CARS Software.

For reference, we review all our state and local projects from a Design Delivery Cost Index. This index is used to determine if services used (i.e. engineering) to deliver a project are in line with what we should expect for that project work type. It also gives us a starting point to determine what we can expect for costs when initially starting a project and estimating the hours (effort) needed to complete the scope of work. In regard to a Design Delivery Cost Index discussion for Phase I project, $\$119,368.30/\$659,373.08 = 18.1\%$. Now that is using the last Engineer's Estimate. Based on the bidding process that occurred, we've concluded that that Engineer's Estimate was too low as the rejected low bid came in at \$1,017,246.44. That rejected low bid would have provided a DDCI of 11.7%. This project is somewhere between a straight pavement replacement and a low-end reconditioning. DDCI 5-year averages for those two types of projects at this dollar amount are 12.0% and 52.1% respectively. This Design Delivery Cost Index analysis verifies that we are within the ballpark of hours needed to complete a scope of work for this work type. It's a quick gut check but not based on a through review of the invoices.

Please take some time to review the attached invoices. And then we can setup a meeting with Jeff Olson, Andy Stensland, Ryan McKane, Dave Good, Mark Wendling and Rocky Tribovich.

As a status update, WisDOT is meeting internally next week (March 7th) to assemble the final plan for the Phase I, II and III applications and consultant contracts. We will provide a status update/actionable items to the Town shortly thereafter.

Thank you!
Jess

Jessica L. Felix, PE
Northwest Region Deputy Director
Cell: 715-225-9302

THREE PARTY DESIGN ENGINEERING SERVICES CONTRACT
SIGNATURE PAGES

ENGINEERING SERVICES CONTRACT

BETWEEN THE WISCONSIN DEPARTMENT OF TRANSPORTATION,

TOWN OF RUSSELL (MUNICIPALITY)

AND SHORT ELLIOTT HENDRICKSON INC. (CONSULTANT) FOR

*Project ID 8357-01-03
T Russell Little Sand Bay Road
Old CTH K To Termini
Loc Str
Bayfield County*

This CONTRACT made and entered into by and between the DEPARTMENT, MUNICIPALITY and the CONSULTANT provides for those SERVICES described in the Scope of Services and Special Provisions and is generally for the purpose of providing the SERVICES solicited by the MUNICIPALITY in the April 18, 2017, Request for Proposals for Engineering Design Services, for design services for the shoulder widening and resurfacing of Old County K Road (section described above) and to provide survey, design reports, environmental documentation, agency coordination, utility coordination, public involvement, meetings, road plans and PS&E. This Qualification Based Selection was made based on the CONSULTANT'S Notice of Interest response and any interviews conducted.

The DEPARTMENT and MUNICIPALITY deem it advisable to engage the CONSULTANT to provide certain engineering SERVICES and has authority to contract for these SERVICES under sec. 84.01(13), Wis. Stats.

The DEPARTMENT REPRESENTATIVE is: Ryan McKane, P.E.; NW Region Local Program Management Consultant; 831 Critter Court, Suite 400, Onalaska, WI 54650; rmckane@knightea.com; 608-519-1455.

The MUNICIPALITY REPRESENTATIVE is: Paul "Rocky" Tribovich; Town Chairman; 35900 State Highway 13, Bayfield, WI 54814; townofrussell@centurytel.net; 715-779-5338.

The CONSULTANT REPRESENTATIVE is: Daniel A. Penzkover, P.E.; Project Manager; 1701 West Knapp Street, Suite B, Rice Lake, WI 54868-1350; dpenzkover@sehinc.com; 715.861.4926.

The CONSULTANT SERVICES will be performed for the DEPARTMENT's Northwest Region office located in Superior, WI and will be completed by September 1, 2019. Deliver PROJECT DOCUMENTS to 1701 N. 4th Street, Superior, WI 54880-1068, unless other directions are given by the DEPARTMENT.

Compensation for all SERVICES provided by the CONSULTANT under the terms of the CONTRACT will be from the:

DEPARTMENT MUNICIPALITY

Prime Consultant Basis of Payment

For Road Plans performed by the CONSULTANT, a lump sum of \$ 76,038.70.

THREE PARTY DESIGN ENGINEERING SERVICES CONTRACT
SIGNATURE PAGES

Subcontract Basis of Payment 1st Tier Subconsultant

For wetland delineation and wetland report subcontracted to Wetlands & Waterways, LLC, the CONSULTANT'S actual cost to Wetlands & Waterways, LLC not to exceed \$7,387.00 for units delivered based on rates in the table below.

Item Description	Unit Type	Unit Cost Rate
Site Prep and Research of Available Maps, GPS File Preparation	1 Each	\$630
Site Visit and Flagging of Wetlands	1 Each	\$2,625
Drafting of Maps	1 Each	\$765
Report and Wetland Data Sheet Preparation	1 Each	\$2,875
Equipment and Mileage Costs	1 Each	\$492

For Phase 1 archaeological investigations subcontracted to Archaeological Research, Inc., the CONSULTANT'S actual cost to Archaeological Research, Inc. based on a lump sum of \$2,455.90.

Total Contract

Compensation for all SERVICES provided by the CONSULTANT under the terms of the CONTRACT shall be for an amount not to exceed \$85,881.60.

The CONSULTANT does and will comply with the laws and regulations relating to the profession of engineering and will provide the desired engineering SERVICES.

If the prime CONSULTANT is a certified Disadvantaged Business Enterprise, SERVICES performed by the CONSULTANT can be considered in meeting this requirement.

This CONTRACT incorporates and the parties agree to all of the standard provisions of the Three Party Design Engineering Services Contract, dated July 1, 2015 and referenced in Procedure 8-15-1 of the State of Wisconsin Department of Transportation Facilities Development Manual. CONSULTANT acknowledges receipt of a copy of these standard provisions.

This CONTRACT incorporates all of the MANUALS defined in the CONTRACT.

The parties also agree to all of the Special Provisions which are annexed and made a part of this CONTRACT, consisting of six (6) pages.

Nothing in this CONTRACT accords any third part beneficiary rights whatsoever on any non-party that may be enforced by any non-party to this contract.

THREE PARTY DESIGN ENGINEERING SERVICES CONTRACT
SIGNATURE PAGES

For the CONSULTANT

By: _____

Gregory L. Weyandt, PE

Title: Principal _____

Date: _____

For the DEPARTMENT

By: _____

Contract Manager, WisDOT

Date: _____

For the MUNICIPALITY

By: _____

Paul "Rocky" Tribovich

Title: Town Chairman _____

Date: _____

Approved

By: _____

Governor, State of Wisconsin

Date: _____

VI. SPECIAL PROVISIONS

Section(s) A, B, D and H are amended to substitute the DEPARTMENT for the MUNICIPALITY.

SCOPE OF SERVICES

A. DESIGN REPORTS

- (1) Request for Exceptions to Design Standards

Not included in this contract.

- (2) Encroachment Report

Not included in this contract.

- (3) Other Reports:

Prepare the following engineering reports/analyses as directed by the MUNICIPALITY:

- (a) Design Study Report

B. ENVIRONMENTAL DOCUMENTATION

Execute a disclosure statement as required by 40 CFR 1506.5(c).

Prepare a Categorical Exclusion Checklist (CEC) environmental document for the PROJECT as specified in the MANUAL and Chapter TRANS 400, Wisconsin Administrative Code. Furnish the required number to the MUNICIPALITY for approval.

Prepare an environmental document that evaluates reasonable alternatives to the PROJECT and consider other reasonable actions or activities that may achieve the same or similar goals of the proposed highway PROJECT, including other or additional transportation alternatives and intermodal opportunities and the alternative of taking no action. Evaluate alternative courses of action based upon a balanced consideration of the environment, public comments, and the need for safe and efficient transportation consistent with local, state, and national environmental goals. Prepare environmental documents that are concise and emphasize significant environmental issues and plausible alternatives. Comply with requirements specified in the MANUAL and TRANS 400, Wisconsin Administrative Code. In the event of a conflict between the MANUAL and TRANS 400, Wisconsin Administrative Code, the administrative rule supersedes.

- (1) Agricultural Impact Notice:

Not included in this contract.

- (2) Section 4(f) Evaluation:

Not included in this contract.

(3) Section 6(f) Evaluation:

Not included in this contract.

(4) Historical and Archaeological Surveys and Studies:

- (a) Identify the Area of Potential Effect for the PROJECT. Conduct a reconnaissance survey as specified in the MANUAL. Submit the results of the archaeological reconnaissance and evaluation study to the region project manager. Obtain recommendations from the archaeologist, Bureau of Environment and the Project Manager prior to conducting evaluation studies when further work is needed.
- (b) Prepare a report as required in the "Guidelines for Preparation of Formal Report on Archaeological Materials or Sites" in accordance with the MANUAL. Document the results of the reconnaissance survey for architecture/history using the "Architecture/History Survey Form".
- (c) Preparing a Determination of Eligibility for archaeological sites using either the National Register Form NPS 10-900 or Form HP-02-10.
- (d) Prepare documentation for the determination of effects (No Effect, No Adverse Effects, Adverse Effects) as appropriate. Prepare Documentation for Consultation in accordance with the MANUAL and in consultation with the FHWA, SHPO, and BOE. When appropriate, Native Americans will also be included in the consultation process. Prepare a Data Recovery Plan as part of the Documentation for Consultation for Archaeological properties.

(5) Noise Analysis:

Not included in this contract.

(6) Air Quality:

Not included in this contract.

(7) Hazardous Materials/Contamination Assessments

- (a) The CONSULTANT will complete a Phase I reconnaissance and record search and complete the Site Summary checklist.

C. AGENCY COORDINATION

(1) Section 401 and 402 Certifications:

Evaluate the effects of the PROJECT on water quality, in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code and the MANUAL; and prepare the necessary application.

(2) Section 404 Permits:

Evaluate the potential for discharge of fill materials into the waters of the United States, in accordance with the provisions of the Clean Water Act and Chapter TRANS 400, Wisconsin Administrative Code and the MANUAL; and prepare the necessary permit application.

- (3) Section 9 and 10 Permits:

Evaluate the effects of the PROJECT on commercial navigation, in accordance with the Rivers and Harbors Act of 1894 and the MANUAL; and prepare the necessary permit application(s).

D. RAILROAD/ UTILITY INVOLVEMENTS

- (1) Railroad Negotiations/Agreements

Not included in this contract.

- (2) Utility Coordination

Perform all utility coordination in accordance with:

- a) The WisDOT "Guide to Utility Coordination"
- (3) The DEPARTMENT/MUNICIPALITY will provide the CONSULTANT with a list of known utilities on the PROJECT and a list of contact personnel for utility coordination. This list is not warranted to be complete, but is furnished to assist the CONSULTANT. Verify and update the list.
- (4) Confer on an ongoing basis with all utility facility owners in the project vicinity to establish mutual understanding on design features of the project affecting utility facilities, and shall keep the MUNICIPALITY informed of all such coordination activities. Provide the MUNICIPALITY with plans and information that will allow it to meet its planned utility coordination schedule.

E. PUBLIC INVOLVEMENT

- (1) Public Involvement Meetings:

- (a) Conduct or assist the MUNICIPALITY in holding one (1) public involvement meeting and explain to the public concepts and probable impacts of this PROJECT.
- (b) Prepare all exhibits and supplementary handout material and provide the equipment necessary to conduct the public involvement meeting.
- (c) Prepare a summary report after the public involvement meeting.
- (d) Discuss with the MUNICIPALITY the comments received and recommend the possible disposition of these comments and suggestions after the public involvement meeting(s).

- (e) Make all the necessary arrangements for scheduling the public involvement meeting and provide notices and press releases for the MUNICIPALITY'S use.
- (f) Provide the MUNICIPALITY with copies of all public involvement correspondence and file notes.
- (g) Coordinate meeting schedules with the MUNICIPALITY'S representative.

F. MEETINGS

- (1) Meet with the MUNICIPALITY'S representative and coordinate soils and sub-surface investigation work efforts.

G. LOCATING

Not included in this contract.

H. SURVEYS

- (1) Locate the necessary section corners for the right-of-way plat. It is estimated that four (4) section corners need to be located and established and tied to Wisconsin County Coordinate System, Bayfield County. Do not apply for reimbursement from the applicable county for these costs.
- (2) Conduct surveys that provide information necessary for the preparation of plats and acquisition of rights of way and property. Provide right-of-way monumentation information. All such information shall be provided in an electronic file in accordance with the MANUAL.
- (3) Tie surveys to section corners, quarter section corners, and to street lines or block corners in platted areas. Ties shall be in sufficient detail to permit the preparation of proper legal descriptions of the lands acquired.
- (4) Submit all survey data (including description, measured, and computed data) to the MUNICIPALITY in the AASHTO SDMS format, in accordance with the MANUAL. Copies of original notes or printouts from other systems which may be used in lieu of the SDMS Collector software shall also be provided.

I. SOILS AND SUBSURFACE INVESTIGATIONS

- (1) Coordinate soil borings of the existing pavement structure, including base courses and shoulders, as directed by the MUNICIPALITY, in order to determine quantities and qualities of materials available for project needs.

J. ROAD PLANS

Section II C (9) in the Standard Provision of the CONTRACT is amended to include the following plans:

Wetland Mitigation Plan

K. STRUCTURE PLANS

Not included in this contract.

L. PLATS

- (1) Prepare Right-of-Way Plats in accordance with the MANUAL.
- (2) A right of way descriptions shall be provided for all individual parcels of land to be acquired as Right of Way for the PROJECT. An individual legal description shall be provided for each parcel, or an envelope description that does not cover more than one page of the plat. Descriptions shall be by metes and bounds in accordance with the provisions as set forth in the MANUAL, or in the case of platted property by suitable reference to the platted data. For all unplatted property the descriptions shall be referenced to and tied into the pertinent section or quarter section corners. The CONSULTANT shall submit the legal descriptions on a hard copy and on a CD/DVD or an electronic e-mail file to the DEPARTMENT.
- (3) The CONSULTANT shall prepare the descriptions in line item format using IBM compatible PC-DOS-Word Perfect software and provide a copy of this diskette to the DEPARTMENT and MUNICIPALITY.
- (4) Prepare a Relocation Order in accordance with the procedures as set forth in the MANUAL.
- (5) Provide on the Right-of-Way Plat, point numbers for all new right-of-way points to be monumented and all existing right-of-way points. A CD/DVD or electronic e-mail file with point numbers in SDMS format, in ground coordinates, is to be provided to the REGION.
- (6) Be responsible for all changes to the plat sheets and legal descriptions until the Real Estate Certification is completed. Changes on the R/W plat that occur following the initial relocation order (excluding hardship or protective purchase) are to be anticipated and are part of this contract.
- (7) Submit the Right-of-Way Plat electronically in accordance with the MANUAL to be reproduced by the DEPARTMENT for each relocation order or when requested by the DEPARTMENT.

M. HIGHWAY SYSTEM CHANGES

Not included in this contract.

N. TRAFFIC

Not included in this contract.

O. SERVICES PROVIDED BY THE MUNICIPALITY

The MUNICIPALITY will provide to the CONSULTANT the following for the PROJECT:

1. Title search information for all available parcels.
2. Existing as-built plans.

PROSECUTION AND PROGRESS

- (1) The MUNICIPALITY shall report on the progress of the PROJECT as stipulated in the contract agreement. Standard benchmarks, consistent with DEPARTMENT'S internal staff benchmarks, will be reported monthly to the DEPARTMENT. The actual start, projected or actual finish date, and percent of work complete will be included for all relevant benchmarks on any project report required for delivery to DEPARTMENT staff. The report can be delivered in electronic format consistent with current DEPARTMENT standards (Microsoft Project), or on paper.
- (2) The CONSULTANT proposes to sublet these services to:

Wetland mitigation and wetland report- Wetlands & Waterways, LLC
Phase 1 archaeological investigations and report- Archaeological Research, Inc.
- (3) The following items of work will be completed and submitted to the MUNICIPALITY by the indicated dates, if CONSULTANT has received the Notice to Proceed by August 31, 2017.

Report Title	Date
Initial Project Review	July 2017
30% Preliminary Road Plan	December 31, 2017
Environmental Document	January 31, 2018
60% Road Plan	May 1, 2018
Design Study Report	June 1, 2018
Slope Intercepts & Preliminary Plat	June 1, 2018
Right-Of-Way Plat(s)	June 15, 2018
Right-Of-Way Descriptions	June 15, 2018
Relocation Order	June 15, 2018
90% Final Road Plans	November 1, 2018
Draft P.S. & E.	December 1, 2018
Final P.S. & E.	February 1, 2019
LET Date	May 11, 2019

Specific Rate Total Fee Computation

T Russell Little Sand Bay Road

Old CTH K To Termini

Loc Str

Bayfield County, Project ID 8357-01-03

T Russell Little Sand Bay Road	Project ID 8357-01-03	Project ID	Project ID	Project ID	Totals
	618	XXXX-XX-XX	XXXX-XX-XX	XXXX-XX-XX	
Number of Staff Hours	618				618
Total Direct Labor (\$)	\$24,407.50				\$24,407.50
Total Overhead Costs (\$)	\$42,998.72				\$42,998.72
Fixed Fee 7.25% (\$)	\$4,423.88				\$4,423.88
Total Direct Expenses (\$)	\$4,208.60				\$4,208.60
Subtotal	\$76,038.70	\$0.00	\$0.00	\$0.00	\$76,038.70
Wetlands & Waterways LLC	\$7,387.00				\$7,387.00
Archaeological Research, Inc.	\$2,455.90				\$2,455.90
					\$0.00
Subcontract Total (\$)	\$9,842.90	\$0.00	\$0.00	\$0.00	\$9,842.90
TOTAL COST	\$85,881.60	\$0.00	\$0.00	\$0.00	\$85,881.60

Summary of Staff Hours and Direct Labor Costs

T Russell Little Sand Bay Road
Old CTH K To Termini
Loc Str
Bayfield County, Project ID 8357-01-03

Classification		Project Manager		Senior Engineer		Staff Engineer		Lead Technician		Senior Technician		Cad Technician		Sr RLS		Survey Crew Chief		Design Env Engineer		Technician		Accounting Clerk		Clerical		Total Direct Labor	
Average Hourly Wage		\$62.60		\$52.41		\$38.02		\$47.02		\$36.26		\$28.16		\$43.48		\$41.34		\$34.24		\$25.35		\$37.56		\$33.33			
Task	Activity Code	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars	Hours	Dollars
Design-Reports	748	2.0	\$ 125.20	2.0	\$ 104.82	26.0	\$ 988.52	8.0	\$ 376.16									4.0	\$ 101.40					42.0	\$ 1,696.10		
Soils Engineering	208			2.0	\$ 104.82					16.0	\$ 580.16							2.0	\$ 50.70					20.0	\$ 735.68		
Pavement Design, Materials	277			2.0	\$ 104.82					8.0	\$ 290.08													10.0	\$ 394.90		
Envir Imp-Contaminated Sites	765									3.0	\$ 108.78							2.0	\$ 68.48					5.0	\$ 177.26		
Envir Imp-Environment Documents	767	2.0	\$ 125.20	6.0	\$ 314.46			10.0	\$ 470.20									10.0	\$ 342.40					28.0	\$ 1,252.26		
Proj Dev-Utilities/RR/Agency	746	1.0	\$ 62.60	2.0	\$ 104.82			2.0	\$ 94.04									36.0	\$ 1,232.64					41.0	\$ 1,494.10		
Public Inf. Meetings & Hearing	743	11.0	\$ 688.60	12.0	\$ 628.92			2.0	\$ 94.04			2.0	\$ 56.32												27.0	\$ 1,467.88	
Survey-General	729							1.0	\$ 47.02						30.0	\$ 1,240.20									31.0	\$ 1,287.22	
Process Survey Data	775															7.0	\$ 289.38								7.0	\$ 289.38	
Design-R/W-Plats Development	745	0.5	\$ 31.30											18.5	\$ 804.38	13.0	\$ 537.42			43.0	\$ 1,090.05				75.0	\$ 2,463.15	
Prelim Design-General	741	4.0	\$ 250.40	6.0	\$ 314.46			48.0	\$ 2,256.96	26.0	\$ 942.76								6.0	\$ 152.10					90.0	\$ 3,916.68	
Design-Cadds-Drafting	770							10.0	\$ 470.20			76.0	\$ 2,140.16												86.0	\$ 2,610.36	
Finalize Design Elements	742	6.0	\$ 375.60	8.0	\$ 419.28			9.0	\$ 423.18	44.0	\$ 1,595.44	6.0	\$ 168.96					8.0	\$ 273.92	8.0	\$ 202.80				89.0	\$ 3,459.18	
Plans, SP's And PS&E Docs	794	2.0	\$ 125.20	6.0	\$ 314.46					30.0	\$ 1,087.80														38.0	\$ 1,527.46	
Project Dev-Admin/Coordination	740	22.0	\$ 1,377.20																		6.0	\$ 225.36	1.0	\$ 33.33		29.0	\$ 1,635.89
																										0.0	\$ -
																										0.0	\$ -
		50.5	\$ 3,161.30	46.0	\$ 2,410.86	26.0	\$ 988.52	90.0	\$ 4,231.80	127.0	\$ 4,605.02	84.0	\$ 2,365.44	18.5	\$ 804.38	50.0	\$ 2,067.00	56.0	\$ 1,917.44	63.0	\$ 1,597.05	6.0	\$ 225.36	1.0	\$ 33.33	618.0	\$ 24,407.50

Fee Computation Summary by Engineering Task

T Russell Little Sand Bay Road

Old CTH K To Termini

Loc Str

Bayfield County, Project ID 8357-01-03

Task	Activity Code	Direct Labor Costs	Overhead Costs	Fixed Fee/Profit	Direct Expenses	Total
Design-Reports	748	\$1,696.10	\$2,988.02	\$307.42	\$126.00	\$5,117.54
Soils Engineering	208	\$735.68	\$1,296.05	\$133.34	\$208.80	\$2,373.87
Pavement Design, Materials	277	\$394.90	\$695.70	\$71.58	\$30.00	\$1,192.18
Envir Imp-Contaminated Sites	765	\$177.26	\$312.28	\$32.13	\$15.00	\$536.67
Envir Imp-Environment Documents	767	\$1,252.26	\$2,206.11	\$226.97	\$84.00	\$3,769.34
Proj Dev-Utilities/RR/Agency	746	\$1,494.10	\$2,632.16	\$270.81	\$123.00	\$4,520.07
Public Inf. Meetings & Hearing	743	\$1,467.88	\$2,585.96	\$266.05	\$240.80	\$4,560.69
Survey-General	729	\$1,287.22	\$2,267.70	\$233.31	\$1,462.00	\$5,250.23
Process Survey Data	775	\$289.38	\$509.80	\$52.45	\$21.00	\$872.63
Design-R/W-Plats Development	745	\$2,463.15	\$4,339.33	\$446.45	\$652.00	\$7,900.93
Prelim Design-General	741	\$3,916.68	\$6,900.02	\$709.90	\$270.00	\$11,796.60
Design-Cadds-Drafting	770	\$2,610.36	\$4,598.67	\$473.13	\$258.00	\$7,940.16
Finalize Design Elements	742	\$3,459.18	\$6,094.04	\$626.98	\$267.00	\$10,447.20
Plans, SP's And PS&E Docs	794	\$1,527.46	\$2,690.93	\$276.85	\$114.00	\$4,609.24
Project Dev-Admin/Coordination	740	\$1,635.89	\$2,881.95	\$296.51	\$337.00	\$5,151.35
						\$0.00
		\$24,407.50	\$42,998.72	\$4,423.88	\$4,208.60	\$76,038.70

Overhead Rates

Field	0.00%
Firm	<u>176.17%</u>

Fixed Fee: 7.25%

Fixed Fee Calculation Overhead Rate 150.00%

Direct Expenses by Item

T Russell Little Sand Bay Road

Old CTH K To Termini

Loc Str

Bayfield County, Project ID 8357-01-03

Item	Activity Code	Unit Amount	Unit Type	Rate	Total Expenses
Computers		618	Hours	\$3.00	\$1,854.00
Hazmat Search	729	1	Each	\$300.00	\$300.00
Survey					
Survey Van Rental	729	30	Hours	\$4.50	\$135.00
GPS Equipment	729	24	Hours	\$25.00	\$600.00
Survey Mileage	729	400	Miles	\$0.53	\$212.00
Meals	729	2	Person - Days	\$11.00	\$22.00
Overnight Stay	729	1	Person - Days	\$100.00	\$100.00
Geotechnical Review/Analysis (1 Trip)					
Meals	208	1	Person - Days	\$11.00	\$11.00
Field Review Mileage	208	260	Miles	\$0.53	\$137.80
R/W Plat Survey					
Survey Van Rental	745	12	Hours	\$4.50	\$54.00
GPS Equipment	745	6	Hours	\$25.00	\$150.00
Survey Mileage	745	400	Miles	\$0.53	\$212.00
Meals	745	1	Person - Days	\$11.00	\$11.00
Public Involvement Meeting (1 Meeting)					
Meals	743	2	Person - Days	\$11.00	\$22.00
Meeting Mileage	743	260	Miles	\$0.53	\$137.80
Reproductions	740	1	L.S.	\$250.00	\$250.00
TOTAL					\$4,208.60

Consultant Individual Direct Labor Rates

T Russell Little Sand Bay Road
Old CTH K To Termini
Loc Str
Bayfield County, Project ID 8357-01-03

Employee Name(a)	Classification (b)	Current Rate(c)	Rate of Pay AFTER June 2017 (1.7%)	Rate of Pay AFTER June 2018 (1.7%)	Rate of Pay AFTER June 2019 (1.7%)	% of Work At Current Rate	% Work After June 2017	% Work After June 2018	% Work After June 2019	TOTAL %	FINAL Weighted Average Hourly Rate(V)
Dan Penzkover	Project Manager	\$ 61.03	\$ 62.07	\$ 63.13	\$ 64.20	0%	50%	50%	0%	100%	\$ 62.60
Tara Krista	Senior Engineer	\$ 51.10	\$ 51.97	\$ 52.85	\$ 53.75	0%	50%	50%	0%	100%	\$ 52.41
Bill McElroy	Staff Engineer	\$ 37.07	\$ 37.70	\$ 38.34	\$ 38.99	0%	50%	50%	0%	100%	\$ 38.02
Paul Stauffer	Lead Technician	\$ 45.84	\$ 46.62	\$ 47.41	\$ 48.22	0%	50%	50%	0%	100%	\$ 47.02
Derrick Bacha	Senior Technician	\$ 35.35	\$ 35.95	\$ 36.56	\$ 37.18	0%	50%	50%	0%	100%	\$ 36.26
Annie Jerome	Cad Technician	\$ 27.45	\$ 27.92	\$ 28.39	\$ 28.87	0%	50%	50%	0%	100%	\$ 28.16
Jason Cance	Sr RLS	\$ 42.39	\$ 43.11	\$ 43.84	\$ 44.59	0%	50%	50%	0%	100%	\$ 43.48
Duane Kowalczyk	Survey Crew Chief	\$ 40.30	\$ 40.99	\$ 41.69	\$ 42.40	0%	50%	50%	0%	100%	\$ 41.34
Justin Shavlik	Design Env Engineer	\$ 33.38	\$ 33.95	\$ 34.53	\$ 35.12	0%	50%	50%	0%	100%	\$ 34.24
Nick Engh	Technician	\$ 24.71	\$ 25.13	\$ 25.56	\$ 25.99	0%	50%	50%	0%	100%	\$ 25.35
Janelle Stephens	Accounting Clerk	\$ 36.62	\$ 37.24	\$ 37.87	\$ 38.51	0%	50%	50%	0%	100%	\$ 37.56
Leanne Sedani	Clerical	\$ 32.50	\$ 33.05	\$ 33.61	\$ 34.18	0%	50%	50%	0%	100%	\$ 33.33
			\$ -	\$ -	\$ -	0%	0%	0%	0%	0%	\$ -
			\$ -	\$ -	\$ -	0%	0%	0%	0%	0%	\$ -



June 20, 2017

Mr. Dan Gustafson, P.E.
SEH, Inc.
10 North Bridge Street
Chippewa Falls, Wisconsin 54729

**RE: Town of Russell - Old County K Road (Little Sand Bay Road to Rowley & Peterson Hill Road)
WDNR Professionally Assured Wetland Delineation
Project #8357-01-03/73**

Dear Mr. Gustafson,

Thank you for giving Wetlands and Waterways, LLC the opportunity to present a proposal for wetland delineation for approximately 1.7 miles along Old County K Road located in the Town of Russell, Bayfield County, Wisconsin. The project intersects Little Sand Bay Road to the west and Rowley & Peterson Hill Road to the east. The project area is located in Part of Sections 4, 9 and 10 of Township 51 North, Range 04 West, Town of Russell, Bayfield County, Wisconsin. It is understood the wetland delineation is required for a proposed road improvement project including addition of 3-foot paved shoulders and re-pavement of the existing roadway. The wetland delineation will extend to both sides of the road right-of-way, starting at the intersection of Little Sand Bay Road extending all to the intersection of Rowley & Peterson Road. This letter constitutes an Agreement for Professional Services between SEH, Inc. and Wetlands and Waterways, LLC for providing professional services for the scope of work and services described below.

Services To Be Performed

Wetland Delineation

- A wetland delineation will be conducted within the Old County K Road right-of-way, as described above.
- Wetland boundaries will be identified as specified in the 1987 Corps of Engineers Wetlands Delineation Manual and the Interim Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Midwest Region, based on observations of topography, vegetation, soil, and hydrology.
- Once wetland boundaries are identified, they will be flagged with pink "Wetland Delineation" ribbon or stakes. All wetland boundaries and sampling transects will be located with a sub-meter accuracy global positioning system (GPS) and mapped.
- Documentation of the findings of the wetland delineation will be prepared in a report format that meets 1987 Corps of Engineers Wetlands Delineation Manual and the Interim Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Northcentral and Northeast Region standards.
- All associated maps, including a USGS Topographical map, site layout map with wetland boundaries, Wisconsin Wetland Inventory Map, Bayfield County Soil Survey Map, and any aerial photographs that may be used for wetland determination will be included in the report.
- Wetland Data Sheets for each wetland and upland sample point, as well as additional points that may be sampled to verify upland or wetland, will be included as an attachment to the report.
- An antecedent precipitation evaluation will be conducted for the three months prior to the delineation to determine if hydrological conditions are within normal, wetter than normal or drier than normal.
- Electronic and hardcopy files of maps and reports will be provided to the Client in the format requested.



Schedule and Availability of Staff

Field work will be completed upon receipt of a signed contract and during a period that meets the Northcentral and Northeast Supplement requirements for growing season. Field work is expected to begin in mid-September to early-October 2017. A map of the wetland delineation boundaries will be provided to the Client within approximately 48 hours of completion of field work. Report preparation will follow and be completed within approximately 4 weeks.

Proposed Fees

Wetlands and Waterways proposes to conduct the services described in this proposal for the following Actual Cost Not To Exceed fees:

Site Prep and Research of Available Maps, GPS File Preparation	\$630
Site Visit and Flagging of Wetlands	\$2,625
Drafting of Maps	\$765
Report and Wetland Data Sheet Preparation	\$2,875
Equipment and Mileage Costs	\$492
Total Cost	\$7,387

DIRECT LABOR

	<u>Hours</u>	<u>Rate/Hour</u>	<u>Cost</u>
Ann Key, Wetland Scientist, PM			
- Site Prep/Field Work	24	\$125	\$3,000
- Report/Wetland Data Sheets	23	\$125	\$2,875
Nathan Boettcher, Drafter/Admin	12	\$85	\$1,020

NON-LABOR DIRECT COSTS

Mileage – 360 miles @ \$0.54/mi	\$192.60
GPS - \$75/day	\$150.00
Per Diem - \$150/day	\$150.00

This letter and contract represents the entire understanding between SEH, Inc. and Wetlands and Waterways, LLC for the Old County K Road WDNR Professionally Assured Wetland Delineation and may only be modified in writing signed by both of us. If it satisfactorily sets forth your understanding of our agreement, please sign the attached contract and return it to me.

Sincerely,

Wetlands and Waterways, LLC

Ann M. Key, PSS, PWS, CST
WDNR Professionally Assured Wetland Delineator

Signature

Date

Archaeological RESEARCH, INC.

Fee Computation Summary

SUBMITTED TO: SEH Inc.

CONTACT: Daniel A. Penzkover, PE

PHONE NUMBER: 715.861.4926

Email: dpenzkover@sehinc.com

PROJECT DESCRIPTION:

Phase I Archaeological Investigations

1.67 Miles of existing roadway improvement

DATE: 19 July 2017

Project ID# 8357-01-03

Project Title:

Old County K

Town of Russell

Bayfield County, Wisconsin

LABOR/ACTIVITY (Activity Code 763)	TIME IN PERSON/ HOURS	COST PER HOUR	TOTAL ITEM COST	TOTAL UNIT COST
TASK 1 BACKGROUND DOCUMENT SEARCH				
Research Specialists 1 David Keene	2	\$70.85	\$141.70	\$141.70
TASK 2 FIELD INVESTIGATION				
Research Specialists 1 David Keene	10	\$70.85	\$708.50	\$708.50
TASK 4 REPORT PREPARATION				
Research Specialists 1 David Keene	16	\$70.85	\$1,133.60	\$1,133.60
TASK 5 Agency/Project Coordination				
Research Specialists 1 David Keene	1	\$70.85	\$70.85	\$70.85
TOTAL DIRECT LABOR COST	29			\$2,054.65
TRAVEL EXPENSES (750 miles @ 0.535/mile)				\$401.25
TOTAL PROJECT COST				\$2,455.90

Terms: All material is delivered in digital format

This is a lump sum proposal

Submitted by David Keene, President (dkeene@arch-res.com)

Phone 773-456-1811

www.arch-res.com

MADISON, WISCONSIN & CHICAGO, ILLINOIS