

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD
DATE & TIME:	Monday, June 15, 2026 at 7:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

Any member of the body and/or citizen may attend the meeting virtually through the WebEx platform, Meeting #:2551 746 8900 Password: **RGfHMePh684** which can be accessed by phone at **408-418-9388** or by clicking the link below: <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=mbac09c1bf900c82b3d4fd86d044402dc>

Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.

Previously recorded Village Board Meeting Videos can be viewed at: https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE:**
- IV. **PRESIDENT'S REPORT:**
- V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST / COMMITTEE AND DEPARTMENT REPORTS:**
- VI. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*
- VII. **CONSENT AGENDA:**
 - A. Meeting Minutes: June 1, 2026 (ACTION)
 - B. Amended 2026-2027 Outside Premise Extension Application for Bixenberg Tavern (ACTION)
 - C. 2026-2027 Outdoor Entertainment Permit Applications for One-Time Events (ACTION)
 - D. Police Department Budget Amendment for Insurance Proceeds & Grant Revenue (ACTION)
 - E. Award of a contract to Fahrner Asphalt Sealers for the 2026 Road Program not to exceed the budgeted amount of \$250,000.00. (ACTION)
 - F. Award of contract to Payne & Dolan for the Division Road Phase 1 improvements in a total amount, including a 10% contingency, not to exceed \$2,341,449.10. (ACTION)

- G. Professional services agreement with RA Smith for Division Road Phase 1 inspection in an amount, including 10% contingency, not to exceed \$184,800.00. (ACTION)

VIII. UNFINISHED BUSINESS:

IX. PUBLIC HEARINGS:

X. NEW BUSINESS:

- A. Contract award to MC Group, LLC for Owners Representation services related to the Police Department building project. (ACTION)
- B. Appointment of Treasurer/Finance Director. The Village Board may convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and then may reconvene into open session to take such action as it deems appropriate.

XI. ADJOURNMENT:

UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For additional information or to request this service, please contact the Village Clerk at (262)250-4745 at least 2 days prior to the meeting.

Notice is hereby given that a possible quorum of other boards, committees, and/or commissions may attend this meeting to gather information about an item over which they have decision-making responsibility. This may constitute a meeting of these bodies per State ex rel. Badke v Greendale Village Board, even though these bodies will not take formal action at this meeting.

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD
DATE AND TIME:	Monday, June 1, 2026 7:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

Village President Bob Soderberg called the Village Board meeting to order at 7:00 PM.

II. **ROLL CALL:**

Present: Trustee Robert Warren, Trustee Meg Cutts, Trustee Patrick Kaiser, Trustee Jan Miller, Trustee Scott Hefle, Trustee Jolene Pieper, Trustee Jim Stout, Trustee Terri Kaminski, Village President Bob Soderberg

Also Present: Village Attorney Brian Sajdak, Village Clerk Donna Ott, Interim Administrator Mitch Reynolds, Public Works Director Tim Zimmerman, Police Chief Pat Merten, Fire Chief John Delain, Community Development Director Jeff Retzlaff, Village Planner Jordan Yanke

III. **PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE:**

IV. **PRESIDENT'S REPORT:**

Village President Soderberg spoke regarding attending Police K9 Archie's birthday celebration and the Germantown Community Scholarship Foundation award ceremony; upcoming events like Music at the Pavilion and Fourth of July; recruitment efforts for the Finance Director and Village Engineer; and items on tonight's agenda.

V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST / COMMITTEE AND DEPARTMENT REPORTS:**

Trustee Kaminski announced the upcoming Public Works & Highways Committee meeting on Wednesday, June 3, 2026, at 5:30 PM.

Trustee Cutts announced the upcoming General Government & Finance Committee meeting on Monday, June 15, 2026, at 6:00 PM; the Special Public Safety Committee meeting on Monday, June 15, 2026, at 6:30 PM; and the next regular Public Safety Committee meeting on Monday, July 6, 2026, at 6:00 PM.

Clerk Ott announced the upcoming Board of Review meeting on Thursday, June 4, 2026, at 10:00 AM.

Trustee Hefle announced the upcoming Economic Development Commission meeting on Tuesday, June 9, 2026, at 6:00 PM.

A. Report on Village Center Community Engagement Efforts

Interim Administrator Reynolds reported that 508 Village Center Preference Surveys have been submitted thus far, and provided a brief overview of the preliminary data collected.

VI. CITIZEN INPUT: *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a four (4) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

Lynne Schauer Bednarz (W156N10121 Pawnee Ct) spoke regarding the Village budget.

Melanie Smythe (N140W17938 Cedar Ln) spoke regarding Consent Agenda Item B (Acceptance of Improvements - Water Main Extension for Green Bay Packaging), and New Business Item A (Intergovernmental Agreement with Washington County for Contracted IT Services).

Judith Landerman (W169N11538 Biscayne Dr) spoke regarding recent Police and Fire services.

James Breen (5517 N. 20th St) spoke regarding New Business Item G (2026-2027 Outdoor Entertainment Permit Applications for Annual Events).

Written comments were not read aloud, but are included with these minutes.

VII. CONSENT AGENDA:

Motion: Approve as presented

Motioned By: Robert Warren

Seconded By: Meg Cutts

Consent Agenda Item B removed by Trustee Miller.

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

On consideration of Item B:

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jim Stout, Terri Kaminski, Bob Soderberg

No: Jolene Pieper

Abstain: None

Motion Carried by Roll Call Vote (Yes 8, No 1, Abstained 0)

- A. May 18, 2026, Meeting Minutes (ACTION)
- B. Acceptance of Improvements - Water Main Extension for Green Bay Packaging at Holy Hill Road (ACTION)

VIII. UNFINISHED BUSINESS:

IX. PUBLIC HEARINGS:

X. NEW BUSINESS:

Motion: Move Item A to after Item K

Motioned By: Jolene Pieper

Seconded By: Scott Hefle

Motion to Amend: Move Item A to after Item G

Motioned By: Jolene Pieper

Seconded By: Scott Hefle

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion to Amend Carried by Voice Vote (Yes 9, No 0, Abstained 0)

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion as Amended Carried by Voice Vote (Yes 9, No 0, Abstained 0)

- B. 2026-2027 Junk Dealer Establishment Renewal Application: Waste Management, W132N10487 Grant Dr (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Patrick Kaiser

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

- C. Producer Full-Service Retail Sales Application: Old Germantown LLC for Hops & Hounds event on July 10, 2026, at Homestead Hollow County Park (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Robert Warren

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

- D. Application for Appointment of Successor Agent: Aldi #67, N96W18838 County Line Rd; Agent for Consideration: Theresa Reiger (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Jan Miller

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

- E. 2026-2027 Alcohol Beverage License Renewal Applications (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Scott Hefle

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

F. 2026-2027 Outside Premise Extension Renewal Applications (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Scott Hefle

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

G. 2026-2027 Outdoor Entertainment Permit Applications for Annual Events (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Terri Kaminski

Yes: Robert Warren, Meg Cutts, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: Patrick Kaiser, Jan Miller

Abstain: None

Motion Passed (Yes 7, No 2, Abstained 0)

A. Intergovernmental Agreement with Washington County for Contracted IT Services. (DISCUSSION / ACTION)

Motion: Approve Option A as presented

Motioned By: Terri Kaminski

Seconded By: Jolene Pieper

Motion to Amend: Continue to explore Option A, contingent upon a concrete cost brought back for approval

Motioned By: Terri Kaminski

Seconded By: Jolene Pieper

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Scott Hefle, Jolene Pieper, Jim Stout,

Terri Kaminski, Bob Soderberg

No: Jan Miller

Abstain: None

Motion to Amend Carried by Voice Vote (Yes 9, No 0, Abstained 0)

The Village Board did not take a vote on the Motion as Amended.

- H. EKM Moose Lodge #1238, Agent for Royal Order of Moose, Property Owner, at W198 N10217 Appleton Avenue - Application to amend Conditional Use Permit No. 07-2011 to revise restrictions on overnight camping on the Moose Lodge property from April 15 through October 15 annually. (ACTION)

Motion: Approve as presented

Motioned By: Jolene Pieper

Seconded By: Scott Hefle

Motion to Amend: Remove Condition #4, and change Condition #1 to allow overnight camping for eight campers plus one associated vehicle per camper

Motioned By: Jolene Pieper

Seconded By: Terri Kaminski

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion to Amend Carried by Voice Vote (Yes 9, No 0, Abstained 0)

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion as Amended Carried by Voice Vote (Yes 9, No 0, Abstained 0)

- I. Ruekert & Mielke, Agent for F Street Germantown LLC, Property Owner. Certified Survey Map (CSM) to divide an existing 37-acre parcel into (2) parcels to accommodate Phase 2 of an industrial development. Property is located at N104W12659 Donges Bay Road in the Town 9 Business Park. (ACTION)

Motion: Approve as presented

Motioned By: Terri Kaminski

Seconded By: Patrick Kaiser

Yes: Robert Warren, Meg Cutts, Patrick Kaiser, Jan Miller, Scott Hefle, Jolene Pieper, Jim Stout, Terri Kaminski, Bob Soderberg

No: None

Abstain: None

Motion Carried by Voice Vote (Yes 9, No 0, Abstained 0)

- J. Contract award to MC Group, LLC for Owners Representation services related to the Police Department building project. (ACTION)

Ric Miller of MC Group, LLC, provided a presentation on Owners Representation services. This item was not voted on, and will appear on the upcoming Building Construction Oversight Committee agenda.

- K. Presentation on Countywide EMS Services (PRESENTATION AND DISCUSSION)

Dave Seager, Washington County Chief Public Safety Officer, provided a presentation on Countywide EMS services.

XI. ADJOURNMENT:

Village President Soderberg adjourned the Village Board meeting at 9:36 PM.

From: [K.H](#)
To: [Comments](#)
Subject: Bier Stube Entertainment Permit
Date: Wednesday, May 20, 2026 7:38:31 PM

Some people who received this message don't often get email from k.harmon730@gmail.com. [Learn why this is important](#)

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

I am a patron and neighbor of the stube. I think the business is a true gem and should be awarded the permit with reasonable restrictions. I feel that frequency, hours and noise levels of the entertainment should be discussed. It's nice to enjoy the quiet of the garden, however, entertainment should be enjoyed as well. I have heard some very raucous performances and noise levels from my residence on Hilbert Lane. The bandstand does direct the noise somewhat, but perhaps the addition of some sound containment devices could be considered.

Sincerely,
Kary Harmon

From: [Elizabeth Green](#)
To: [Comments](#)
Subject: Von Rothenburg Bier Stube
Date: Sunday, May 24, 2026 7:03:46 AM

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

To Whom it May Concern:

We received a letter regarding the application for Outdoor Entertainment Permit submitted by Von Rothenburg Bier Stube. We fully support your granting them this permit. We live on Main Street across from Gehls, and we truly enjoy living so close to Von Rothenburgs. What an asset this establishment is to the community! We often walk there to enjoy their food, drink and music offerings in the summer.

Please consider grating their request for the permit.

Sincerely,

Steve and Elizabeth Green
N116 W16033 Main Street, Germantown.

From: noreply@civicplus.com
To: [Comments](#)
Subject: Online Form Submittal: Meeting Comment Form for Committees and Village Board
Date: Wednesday, May 27, 2026 3:53:49 PM

CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.

Meeting Comment Form for Committees and Village Board

First Name	Bruce
Last Name	Flannery
Address1	N114W15892 Hilbert Lane
City	Germantown
State	Wisconsin
Zip	53022
Email Address	bruceef@sbcglobal.net
(Section Break)	
Which Committee/Commission/Board do you have comments for?	Village Board
What is the date of the meeting?	6/1/2026
For which item do you wish to provide comments?	Affected Tax Key: GTNV 224307
What is your opinion of the item?	I OPPOSE the item.
Would you like to speak at the meeting?	No, I do not wish to speak at the meeting. I only want to submit my comments through this form.
Comments	This establishment has been asked in seasons past to have their music at a lower level and not have it so late into the evening./. They have not consistently done this. The outside customer area isn't that big that the music

can keep from disturbing 1 or more blocks away. If this permit would be granted,, maybe some restrictions can be followed. I don't believe loud music should go past 10PM. Thanki you.

Email not displaying correctly? [View it in your browser.](#)

DRAFT

From: [Rhonda Berg](#)
To: [Comments](#); [Donna Ott](#)
Subject: Outdoor Entertainment Application by Tiny T's
Date: Thursday, May 28, 2026 2:21:00 PM

Some people who received this message don't often get email from rberg1907@gmail.com. [Learn why this is important](#)

**CAUTION: This email originated from outside the organization.
Do not click links or open attachments unless you recognize the sender and know the content is safe.**

Dear Village Board:

I oppose the granting of the permit for outdoor entertainment for Tiny T's at W157 N11638 Fond du Lac Ave.

I own the property at W156 N11545 Fond du Lac Avenue, a 4 unit apartment building. My objections are as follows:

1. Noise pollution. Amplified music, crowd cheering and bass frequencies travel long distances over open air. This will lead to sleep disruption, stress, and irritation for the tenants. Since not everyone keeps the same schedule, even daytime entertainment can create hazards and disruptions for the tenants.
2. Traffic Congestion and Parking Spillovers: Large events draw significant vehicle traffic causing delays and creates the potential for blocked driveways and congestion in the neighborhood.
3. Antisocial Behavior and Safety. Intoxicated patrons, loitering, trespassing and rowdiness can spill over into the residential areas, raising safety concerns.
4. Litter and Trash: Event attendees often leave behind wrappers, cups and alcohol containers that can blow into nearby yards and public spaces.
5. Quality of Life: The above issues can affect the quality of life for my tenants.
6. Negative Economic Impact: The noise pollution and other issues could negatively affect the value of the rental units and the achievable rent.

Rhonda Berg
Berg Fond du Lac Avenue Property LLC

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: June 15, 2026

PLACEMENT: Action Item

ITEM TITLE: Amended 2026-2027 Outside Premise Extension Application for Bixenberg Tavern (ACTION)

SUBMITTED BY: Kasie Miller, Chief Deputy Clerk

SUMMARY EXPLANATION:

Bixenberg Tavern is requesting to amend their 2026-2027 Outside Premise Extension to include the access point from the south deck stairs and 80 foot by 40 foot grass area South of the deck.

The approved 2025-2026 Outside Premise Extension was the East Patio(8'x25') and South Deck(25'x15').

The Community Development Department has reviewed this application and recommended approval contingent upon issuance of a Zoning Permit and obtain all inspections required by the Village for the project.

ATTACHMENT:

1. Bixenberg Tavern Premise Extension - New and Renewal_Redacted

STAFF RECOMMENDATION:

Approval of the Amended 2026-2027 Outside Premise Extension Application for Bixenberg Tavern to include the South Deck Stairs Access Point and Adjacent 80'x40' grass area, contingent upon issuance of a Zoning Permit and obtain all inspections required by the Village for the project.

ACTION BY COMMITTEE:

OUTSIDE PREMISE EXTENSION APPLICATION

Application for Class "B" Beer & "Class B" Liquor License

Outside Premise Extension

- Additional permits or approvals may be required by other Departments (sign permits, temporary use permits, building permits, electrical permits, etc.). You are responsible for obtaining those permits prior to approval of this application. Contact Community Development at 250-4735 for further information.
- Approved licenses are valid upon issuance and expire June 30 the following year, unless otherwise noted for One Time/Special Events. If there are any changes to the previously approved application, site plan approval and Plan Commission review will be needed.

☒	Annual Extension Request	\$35
☐	One Time/Special Event Extension Request	\$35
	Total:	35

**IF YOUR APPLICATION SHOULD BE
DENIED BY THE VILLAGE BOARD, THE
FEES ARE NON-REFUNDABLE.**

Applicant Name <u>Jake Woller</u>		Phone Number <u>[REDACTED]</u>	Email <u>[REDACTED]</u>
Name of Licensed Premise <u>Bixenberg Tavern</u>			
Street Address of Licensed Premise <u>N112W21209 Mequon Rd</u>		City <u>Germantown</u>	State <u>WI</u>
		Zip <u>53022</u>	
Describe the area of outside extension. You MUST include a detailed drawing of the area with dimensions and access points <u>Access point from south deck stairs</u> <u>80' x 40' rectangle south of deck</u> <u>renewal: 25' x 15' deck (south)</u> <u>8' x 25' patio (east)</u>			
One Time/Special Events - List Dates and Times of Event (Municipal Code limits time to 10:00pm unless otherwise authorized by Village Board) Annual Extensions - List Times in Use <u>May 1 - Sep 30</u> <u>Wednesdays and Thursdays 6:30-9:30 PM</u> <u>Sat & Sun Noon - 9:30 PM</u>			

I hereby certify that the answers on this application are complete, true and correct to the best of my knowledge and belief and make application for an Extension of Premise in the Village of Germantown, Wisconsin, subject to the provisions and limitations of Wisconsin Statutes and Germantown Municipal Code, and hereby agree to comply with all laws, resolutions, ordinances, and regulations, affecting said activity, if a license be granted to me.

[Signature] 5/13/26
Applicant Signature Date

For Office Use Only:	Date: <u>5/4</u>	Initials: <u>ML</u>	Amount Paid: <u>\$35</u>	Receipt # <u>1118-0064</u>
Community Development Reviewed: _____ Plan Commission Date (New/Changes Only): _____ Date 300' Noticed Mailed: _____				
Police Chief Date Notified _____ Police Dept: _____ Approve or _____ Deny (Attach basis for denial). Police Chief or Designee: _____ Date: _____				
Fire Chief Date Notified _____ Fire Dept: _____ Approve or Deny (Attach basis for denial). Fire Chief or Designee Approval: _____ Date: _____				
Public Safety Meeting Date _____ Approved/Denied (Circle One) Village Board Meeting Date _____ Approved/Denied (Circle One)				
License Number: _____ Village Clerk Approval: _____				



BUSINESS OF THE VILLAGE BOARD

MEETING DATE: June 15, 2026

PLACEMENT: Action Item

ITEM TITLE: 2026-2027 Outdoor Entertainment Permit Applications for One-Time Events (ACTION)

SUBMITTED BY: Kasie Miller, Chief Deputy Clerk

SUMMARY EXPLANATION:

The Clerk's Office has received four (4) One-Time Outdoor Entertainment Permit applications:

1. EKM Moose Lodge: August 15, 2026 Annual Car Show from 8:00 AM-5:00 PM with amplified radio music
2. Buzdum's Pub & Grill: August 15, 2026 Customer Appreciation Party 6AM-10PM (DJ/Karaoke 2PM-6PM); August 23, 2026 Annual Heaven's Devils Party 2PM-2AM(Amplified music ending by 10PM); May 24, 2027 Annual Memorial Day Car Show 8AM-5PM(Live music/DJ 11AM-4PM)
3. PS Seasoning: July 8, 2026 Customer/Employee Appreciation Event from 11 AM-4 PM with amplified music
4. Ronny Barenz: July 11, 2026 Residential Baptism Party from 5 PM-11 PM with live outdoor music

Police, Fire, and Community Development Departments have provided approval of these applications with recommended contingencies.

ATTACHMENT:

1. EKM Moose Lodge Temp 1 Day Renewal Outdoor Entertainment_Redacted
2. Buzdums 3 Events Temporary Renewal Outdoor Entertainment_Redacted
3. Barenz Temp 1 Day Redacted
4. PS_Seasoning 1 Day Outdoor_Entertainment_Redacted

STAFF RECOMMENDATION:

Approval of the One-Time Outdoor Entertainment Permit Applications contingent upon compliance with all provisions of the Zoning Code (Ch. 17) and Building Code (Ch. 14) and receipt of any zoning/building permits and completed inspections with the Village where applicable.

ACTION BY COMMITTEE:



OUTDOOR ENTERTAINMENT PERMIT APPLICATION

- Additional permits or approvals may be required by other Departments (sign permits, temporary use permits, building permits, electrical permits, liquor license, etc.). You are responsible for obtaining those permits prior to approval of this application. Contact Community Development at 250-4735 for further information.
- Approved annual permits are valid July 1 – June 30, or upon issuance. Temporary permits are valid during the dates identified on the Permit. If there are any changes to a previously approved permit application, an amended approval will be needed.
- IF YOUR APPLICATION SHOULD BE DENIED BY THE VILLAGE BOARD, THE FEES ARE NON-REFUNDABLE.**

☐	Annual Permit	\$200
☒	Temporary Permit: 1 st and 2 nd Permits within Permit Year	\$0
☐	Temporary Permit – 3 rd Permit and subsequent	\$75
	Total:	\$0

Applicant Name William Numrich Phone Number [REDACTED] Email [REDACTED]

Applicant Business Name (if applicable) EASTERN KETTLE MORaine MOOSE

Applicant Business Street Address W198 N10217 Appleton Ave City GERMANTOWN State WI Zip 53032

Describe the area where the outdoor entertainment permit will be utilized, including the property address and a description of the area on the Property to be utilized. You MUST include a detailed, scale drawing of the area with dimensions, locations of speakers, televisions, performance location, and the like.

ANNUAL CAR SHOW - OVER THE AIR MUSIC BACK GROUND

Describe the hours of outdoor entertainment. For Temporary Permits, List Dates and Hours of Event. For Annual Permits, List Proposed Days and Hours of outdoor entertainment (e.g., Between June 1 and September 30, Fridays 4pm to 8pm, Saturdays Noon to 9 pm). You MUST include a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment.

AUG 15, 2026 8:00 AM - 5:00 PM

I hereby certify that the answers on this application are complete, true and correct to the best of my knowledge and belief and make application for an Outdoor Entertainment Permit in the Village of Germantown, Wisconsin, subject to the provisions and limitations of Wisconsin Statutes and Germantown Municipal Code, and hereby agree to comply with

William Numrich 5-8-26
Applicant Date

For Office Use Only: Date: _____ Initials: _____ Amount Paid: _____ Receipt # _____

Community Development Review: _____ Plan Commission Date (if applicable): _____

Police Chief Date Notified _____ Approve _____ or Deny _____ (Attach basis for denial). Police Chief or Designee: _____ Date: _____

Fire Chief Date Notified _____ Approve _____ or Deny _____ (Attach basis for denial). Fire Chief or Designee: _____ Date: _____

500 foot Notice Mailing date _____ Public Safety Meeting Date _____ Approved/Denied (Circle One) _____

Village Board Meeting Date _____ Approved/Denied (Circle One) Permit Number: _____ Village Clerk Approval: _____

OUTDOOR ENTERTAINMENT PERMIT

POLICY & PROCEDURE

1. An Outdoor Entertainment Permit is required when the following types of entertainment are provided, wholly or in any part, including fixtures, attendees, and sound systems, outside of a fully enclosed permanent structure:
 - a. Amplified or non-amplified music, including live singers, musicians, bands, or orchestras, recorded music, karaoke, juke boxes, live DJ's, background music, radios, and the like.
 - b. Audio-visual broadcasts, including the presentation of live televised events such as a sporting event, television shows, movies and the like.
2. There are two types of outdoor entertainment permits:
 - a. Annual Permit: Allows the permittee to provide outdoor entertainment outside an enclosed structure during specified hours. The permit period is July 1 through June 30, with each year requiring a new permit.
 - b. Temporary Permit: Allows the permittee to provide activities outside an enclosed structure during a specified period or periods for special, limited occurrences.
3. Permit applications must be accompanied by a site plan and a scaled drawing or map showing the location of all speakers, televisions, performance locations, and the like.
4. Permit applications must be accompanied by a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment activities. A complete plan of operation should include, as applicable: a description of the type of entertainment to be offered, a security plan (including the number of security personnel, how they will be utilized, how they are identified, etc.), a plan to handle control and clearance of the parking lot during hours of operation and at closing time, a plan for unruly patrons, intoxicated patrons, and physical disturbances, a plan of how alcohol sales and consumption will be addressed, a plan for litter and noise complaints, and contact information for an individual to address complaints at times entertainment is ongoing.
5. NO ALCOHOL BEVERAGES shall be served or consumed without appropriate licenses or permits.
6. All applications shall be referred to the Police Chief and Fire Chief for review and recommendation.
7. All property owners within 500 feet of the property to be subject to an Outdoor Entertainment Permit shall be notified of the pendency of application and the date(s), time(s) and location, when the request will be considered by the Public Safety Committee. This shall be done by first class mail, at least 15 days prior to the scheduled meeting.
8. The Public Safety Committee shall review the request, consider the recommendations of the Police and Fire Chiefs, and make a recommendation to the Village Board regarding issuance. The Village Board may impose conditions and restrictions on the permit found to be necessary to minimize the impact of the outdoor entertainment upon surrounding properties including limiting the dates and times of activities and requiring technologically reasonable steps to minimize noise and other impacts.

OUTDOOR ENTERTAINMENT PERMIT APPLICATION

- Additional permits or approvals may be required by other Departments (sign permits, temporary use permits, building permits, electrical permits, liquor license, etc.). You are responsible for obtaining those permits prior to approval of this application. Contact Community Development at 250-4735 for further information.
- Approved annual permits are valid July 1 – June 30, or upon issuance. Temporary permits are valid during the dates identified on the Permit. If there are any changes to a previously approved permit application, an amended approval will be needed.
- **IF YOUR APPLICATION SHOULD BE DENIED BY THE VILLAGE BOARD, THE FEES ARE NON-REFUNDABLE.**

☐	Annual Permit	\$200
☐	Temporary Permit: 1 st and 2 nd Permits within <u>Permit Year</u>	\$0
☒	Temporary Permit – 3 rd Permit and subsequent	\$75
	Total:	\$75

Applicant Name Boro Buzdum	Phone Number 	Email 
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Applicant Business Name (if applicable)
Buzdum's Pub & Grill

Applicant Business Street Address W188N10515 Maple Rd	City Germantown	State WI	Zip 53022
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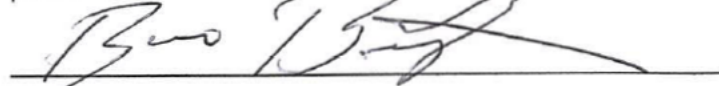
Describe the area where the outdoor entertainment permit will be utilized, including the property address and a description of the area on the Property to be utilized. You MUST include a detailed, scale drawing of the area with dimensions, locations of speakers, televisions, performance location, and the like.

The back grass area of approx 75,000 sq ft and the back patio area of approx 200 sq ft located at W188N10515 Maple Rd, Germantown WI 53022.

Describe the hours of outdoor entertainment. For Temporary Permits, List Dates and Hours of Event. For Annual Permits, List Proposed Days and Hours of outdoor entertainment (e.g., Between June 1 and September 30, Fridays 4pm to 8pm, Saturdays Noon to 9 pm). You MUST include a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment.

August 15th 2026 6am-10pm Annual Customer Appreciation Party (tent will be set up next to the concrete patio, bags tournament, DJ / karaoke from 2-6pm) **August 23rd 2026** 2pm-2am Annual Heaven's Devils Party (same tent will remain up, they provide thier own music, but know it can not last past 10pm) **May 24th 2027** Annual Memorial Day Car Show 8am-5pm (cars will be set up on the back grass area, live music or DJ from 11am-4pm)

I hereby certify that the answers on this application are complete, true and correct to the best of my knowledge and belief and make application for an Outdoor Entertainment Permit in the Village of Germantown, Wisconsin, subject to the provisions and limitations of Wisconsin Statutes and Germantown Municipal Code, and hereby agree to comply with



05-05-2026

Applicant

Date

For Office Use Only: Date: _____ Initials: _____ Amount Paid: _____ Receipt # _____

Community Development Review: _____ Plan Commission Date (if applicable): _____

Police Chief Date Notified _____ Approve _____ or Deny _____ (Attach basis for denial). Police Chief or Designee: _____ Date: _____

Fire Chief Date Notified _____ Approve _____ or Deny _____ (Attach basis for denial). Fire Chief or Designee: _____ Date: _____

500 foot Notice Mailing date _____ Public Safety Meeting Date _____ Approved/Denied (Circle One)

Village Board Meeting Date _____ Approved/Denied (Circle One) Permit Number: _____ Village Clerk Approval: _____

OUTDOOR ENTERTAINMENT PERMIT APPLICATION

- Additional permits or approvals may be required by other Departments (sign permits, temporary use permits, building permits, electrical permits, liquor license, etc.). You are responsible for obtaining those permits prior to approval of this application. Contact Community Development at 250-4735 for further information.
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- **IF YOUR APPLICATION SHOULD BE DENIED BY THE VILLAGE BOARD, THE FEES ARE NON-REFUNDABLE.**

☐	Annual Permit	\$200
☒	Temporary Permit: 1 st and 2 nd Permits within <u>Permit Year</u>	\$0
☐	Temporary Permit – 3 rd Permit and subsequent	\$75
	Total:	

Applicant Name Ronny Barenz		Phone Number [REDACTED]	Email [REDACTED]
Applicant Business Name (if applicable) [REDACTED]			
Applicant Business Street Address W148N9924 Woodcrest Ct.		City Germantown.	State WI.
		Zip 53022	

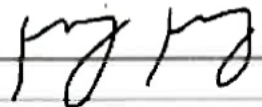
Describe the area where the outdoor entertainment permit will be utilized, including the property address and a description of the area on the Property to be utilized. You MUST include a detailed, scale drawing of the area with dimensions, locations of speakers, televisions, performance location, and the like.

Live music in backyard or our home in Tree Tops subdivision

Describe the hours of outdoor entertainment. For Temporary Permits, List Dates and Hours of Event. For Annual Permits, List Proposed Days and Hours of outdoor entertainment (e.g., Between June 1 and September 30, Fridays 4pm to 8pm, Saturdays Noon to 9 pm). You MUST include a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment.

**Outdoor live music at our home/yard for Baptism party
 Saturday July 11 2026 5pm-10pm**

I hereby certify that the answers on this application are complete, true and correct to the best of my knowledge and belief and make application for an Outdoor Entertainment Permit in the Village of Germantown, Wisconsin, subject to the provisions and limitations of Wisconsin Statutes and Germantown Municipal Code, and hereby agree to comply with

Applicant  Date **4/26/26**

For Office Use Only: Date <u>5/1</u> Initials: <u>ML</u> Amount Paid: <u>—</u> Receipt # <u>—</u>	
Community Development Review: <u>5/1</u> Plan Commission Date (if applicable): <u> </u>	
Police Chief Date Notified <u>5/1</u> Approve <u> </u> or Deny <u> </u> (Attach basis for denial). Police Chief or Designee: <u> </u> Date: <u> </u>	
Fire Chief Date Notified <u>5/1</u> Approve <u> </u> or Deny <u> </u> (Attach basis for denial). Fire Chief or Designee: <u> </u> Date: <u> </u>	
500 foot Notice Mailing date <u> </u> Public Safety Meeting Date <u>6/1</u> Approved/Denied (Circle One)	
Village Board Meeting Date <u>6/15</u> Approved/Denied (Circle One) Permit Number: <u> </u> Village Clerk Approval: <u> </u>	

OUTDOOR ENTERTAINMENT PERMIT APPLICATION

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- IF YOUR APPLICATION SHOULD BE DENIED BY THE VILLAGE BOARD, THE FEES ARE NON-REFUNDABLE.**

☐	Annual Permit	\$200
☒	Temporary Permit: 1 st and 2 nd Permits within <u>Permit Year</u>	\$0
☐	Temporary Permit – 3 rd Permit and subsequent	\$75
Total:		

Applicant Name LAUREN TAMBORINO Phone Number [REDACTED] Email [REDACTED]

Applicant Business Name (if applicable)

PS Seasoning

Applicant Business Street Address

W210 N12855 Gateway Xing

City

Richfield

State

WI

Zip

53076

Describe the area where the outdoor entertainment permit will be utilized, including the property address and a description of the area on the Property to be utilized. You MUST include a detailed, scale drawing of the area with dimensions, locations of speakers, televisions, performance location, and the like.

Tent 20'x40' staked into grass on ^{South} side of building, including 1 speaker for music, tables for seating, catering, and games (bags)

Describe the hours of outdoor entertainment. For Temporary Permits, List Dates and Hours of Event. For Annual Permits, List Proposed Days and Hours of outdoor entertainment (e.g., Between June 1 and September 30, Fridays 4pm to 8pm, Saturdays Noon to 9 pm). You MUST include a detailed plan of operation setting forth the dates, hours, location, type and scope of the operation for all outdoor entertainment.

Wednesday, July 8th, 2026 11 AM - 4 PM

I hereby certify that the answers on this application are complete, true and correct to the best of my knowledge and belief and make application for an Outdoor Entertainment Permit in the Village of Germantown, Wisconsin, subject to the provisions and limitations of Wisconsin Statutes and Germantown Municipal Code, and hereby agree to comply with

Lauren Tamborino

Applicant

4.27.26

Date

For Office Use Only: Date: _____ Initials: _____ Amount Paid: _____ Receipt # _____

Community Development Review: _____ Plan Commission Date (if applicable): _____

Police Chief Date Notified _____ Approve _____ or Deny _____ (Attach basis for denial). Police Chief or Designee: _____ Date: _____

Fire Chief Date Notified _____ Approve _____ or Deny _____ (Attach basis for denial). Fire Chief or Designee: _____ Date: _____

500 foot Notice Mailing date _____ Public Safety Meeting Date _____ Approved/Denied (Circle One)

Village Board Meeting Date _____ Approved/Denied (Circle One) Permit Number: _____ Village Clerk Approval: _____

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: June 15, 2026
AGENDA ITEM: Action Item
ITEM TITLE: 2026 Police Department Budget Amendment to Account for Insurance Proceeds and Grant Revenue Offsetting Previously Unbudgeted Expenditures
SUBMITTED BY: Chief Patrick Merten

SUMMARY EXPLANATION:

CVMIC Insurance Payments for Damaged Squad Vehicles

- The Village received \$13,703.76 in insurance proceeds from CVMIC related to recently damaged squad vehicles.
- The funds will be used to offset the replacement and repair costs associated with the affected vehicles.

WI DOJ State Training Reimbursement

- The Village received \$10,560.00 in Wisconsin Department of Justice training reimbursement funds to support officer training and professional development.
- The funds will offset training expenses incurred in 2026.

DOJ 2026 Law Enforcement Drug Trafficking Grant

- The Village received \$6,921.39 in DOJ Drug Trafficking Grant funding to support enforcement efforts related to drug trafficking investigations.
- These funds will offset equipment and investigative-related expenditures associated with these enforcement activities.

Budget Adjustment

- Increase General Fund - PD Squad Maintenance & Repairs (10541000-552700) **\$17,123.00**
 - CVMIC Insurance proceeds: \$13,703.76
 - DOJ Drug Trafficking Grant: \$3,419.24
- Increase General Fund – PD Training (10541000-531080) **\$10,560.00**
- Increase General Fund – Det Property/Evidence (10543000-531600) **\$1,002.15**
- Increase General Fund – Det Investigation (10543000-531610) **\$2,500.00**

Fiscal Impact

There is no net impact on the General Fund, as the additional expenditures are fully offset by corresponding insurance reimbursements and grant revenues.

ATTACHMENT: ORDINANCE___ RESOLUTION___ OTHER___

RECOMMENDATION:

Staff recommends approval of the Police Department budget amendment as outlined above to ensure accurate financial reporting and proper use of restricted or reimbursed funds.

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: June 3, 2026

PLACEMENT: Action Item

ITEM TITLE: Award of Contract – Seal Coat Program

SUBMITTED BY: Tim Zimmerman – Director of Public Works

SUMMARY EXPLANATION:

The 2026 Road Program includes money for the seal coat program. The program will be administered by the Engineering Dept. on various roads throughout the Village. Program includes multiple types of coatings depending on road type and age of pavement. Fahrer Asphalt Sealers were our only bidder at \$223,469.50

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER___X___

RECOMMENDATION:

Staff requests the PWHC recommend to the Village Board approval of a contract with Fahrner Asphalt Sealers For the amount not to exceed the budgeted amount of \$250,000.00. The bid came in under the engineer's estimate of \$249,975.00. Additional roads will be added at the bid unit price up to an additional \$26,530.50. Funded in 40-561000-5316400.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

2026 Sealcoating Project (#10195391)

Owner: Germantown, Village of

Solicitor: Germantown, Village of

05/28/2026 10:00 AM CDT

Section	Tit Line	Item	Item Code	Item Descr	UofM	Engineer Estimate			Fahrner Asphalt Sealers, LLC	
						Quantity	Unit Price	Extension	Unit Price	Extension
GSB-88								\$24,030.00		\$22,107.60
		1		1 CONCORI	SY	11030	\$1.50	\$16,545.00	\$1.38	\$15,221.40
		2		1 EDGEWO	SY	4990	\$1.50	\$7,485.00	\$1.38	\$6,886.20
FLEX PATCHING								\$57,275.00		\$47,400.00
		3		2 MAPLE R	LF	1430	\$7.25	\$10,367.50	\$6.00	\$8,580.00
		4		2 HIGHLAN	LF	170	\$7.25	\$1,232.50	\$6.00	\$1,020.00
		5		2 PRESERV	LF	1100	\$7.25	\$7,975.00	\$6.00	\$6,600.00
		6		2 HILLTOP	LF	1200	\$7.25	\$8,700.00	\$6.00	\$7,200.00
		7		2 FREISTAD	LF	4000	\$7.25	\$29,000.00	\$6.00	\$24,000.00
MICRO SURFACING								\$25,480.00		\$32,250.40
		8		3 PRESERV	SY	7280	\$3.50	\$25,480.00	\$4.43	\$32,250.40
CHIP SEALING								\$143,190.00		\$121,711.50
		9		4 MAPLE R	SY	25870	\$3.00	\$77,610.00	\$2.55	\$65,968.50
		10		4 HIGHLAN	SY	5960	\$3.00	\$17,880.00	\$2.55	\$15,198.00
		11		4 OAKWOO	SY	2200	\$3.00	\$6,600.00	\$2.55	\$5,610.00
		12		4 HILLTOP	SY	13700	\$3.00	\$41,100.00	\$2.55	\$34,935.00
Base Bid Total:								\$249,975.00		\$223,469.50

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: June 3, 2026
PLACEMENT: Action Item
ITEM TITLE: Award of Contract – Division Road Phase 1
SUBMITTED BY: Tim Zimmerman – Director of Public Works

SUMMARY EXPLANATION:

The 2026 Road Program includes money for the Phase 1 reconstruction of Division Rd. the bid are summarized below:

Stark Pavement Corp. \$2,402,772.10

Musson Bros., Inc \$2,397,799.60

Payne and Dolan \$2,128,590.12

This project includes full pavement removal, drainage improvements, and pedestrian movement improvements. Engineer's estimate: \$2,468,385.00.

ATTACHMENT: ORDINANCE____ RESOLUTION____ OTHER__X__

RECOMMENDATION:

Staff requests the PWHC recommend to the Village Board approval of a contract with Payne and Dolan for the Division Road Phase 1 improvements in the amount of \$2,128,590.12 and allow a 10% contingency \$212,859.01 for the total amount of \$2,341,449.10. Funded in 40-561000-5316400.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

Division Road: From Mequon Road to Jefferson Creek (#10205153)

Owner: Village of Germantown

raSmith Project Number: 2264801

Bid Opening: 05/28/2026 11:00 AM CDT

				Payne & Dolan, Inc.		Musson Bros., Inc.		Stark Pavement Corp.	
Item No.	Item Description	UofM	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
Base Bid									
1	Traffic Control	LS	1	\$50,513.68	\$50,513.68	\$7,650.00	\$7,650.00	\$45,000.00	\$45,000.00
2	Portable Changeable Message Signs	DAYS	30	\$136.86	\$4,105.80	\$35.00	\$1,050.00	\$50.00	\$1,500.00
3	Clearing And Grubbing	STA	5	\$1,144.00	\$5,720.00	\$1,100.00	\$5,500.00	\$1,100.00	\$5,500.00
4	Tree Removals	IN-DIA	100	\$70.20	\$7,020.00	\$80.00	\$8,000.00	\$80.00	\$8,000.00
5	Remove Small Pipe Culverts	EA	6	\$312.00	\$1,872.00	\$283.00	\$1,698.00	\$600.00	\$3,600.00
6	Sawcut Pavement	LF	500	\$2.34	\$1,170.00	\$7.00	\$3,500.00	\$2.25	\$1,125.00
7	Pulverize Pavement	SY	16000	\$3.42	\$54,720.00	\$8.50	\$136,000.00	\$5.50	\$88,000.00
8	Remove Asphalt Pavement, Driveways	SY	400	\$25.61	\$10,244.00	\$8.40	\$3,360.00	\$16.50	\$6,600.00
9	Remove Asphalt Pavement, Sidewalks	SY	2450	\$4.16	\$10,192.00	\$5.90	\$14,455.00	\$11.00	\$26,950.00
10	Remove Curb and Gutter	LF	750	\$4.16	\$3,120.00	\$8.40	\$6,300.00	\$10.00	\$7,500.00
11	Remove Concrete Curb Ramps	SF	640	\$0.47	\$300.80	\$4.60	\$2,944.00	\$6.50	\$4,160.00
12	Common Excavation (+/- 3,600 CY)	LS	1	\$117,312.00	\$117,312.00	\$478,000.00	\$478,000.00	\$230,000.00	\$230,000.00
13	Excavation Below Subgrade (EBS)	CY	3300	\$12.48	\$41,184.00	\$30.00	\$99,000.00	\$30.00	\$99,000.00
14	Unsuitable Soil Removal	CY	150	\$20.80	\$3,120.00	\$31.50	\$4,725.00	\$45.00	\$6,750.00
15	Geogrid Type SR	SY	3000	\$5.20	\$15,600.00	\$2.50	\$7,500.00	\$4.00	\$12,000.00
16	Base Aggregate 3" Dense	TON	6500	\$25.84	\$167,960.00	\$23.50	\$152,750.00	\$22.00	\$143,000.00
17	Base Aggregate 1" Clear Stone	TON	20	\$32.34	\$646.80	\$22.00	\$440.00	\$102.00	\$2,040.00
18	Base Aggregate 1-1/4" Dense	TON	5650	\$25.12	\$141,928.00	\$24.50	\$138,425.00	\$25.00	\$141,250.00
19	Hot Mix Asphalt Pavement 3" Binder Course - 3 LT 58-28S, 19 MM	TON	3150	\$76.00	\$239,400.00	\$75.00	\$236,250.00	\$79.00	\$248,850.00
20	Hot Mix Asphalt Pavement 2" Surface Course - 4 LT 58-28S, 12 MM	TON	2000	\$84.70	\$169,400.00	\$83.00	\$166,000.00	\$81.55	\$163,100.00
21	Tack Coat	GAL	900	\$5.40	\$4,860.00	\$3.70	\$3,330.00	\$3.00	\$2,700.00
22	Hot Mix Asphalt Sidewalk 4" - 4 LT 58-28s, 12 MM	TON	920	\$102.00	\$93,840.00	\$98.00	\$90,160.00	\$150.00	\$138,000.00
23	Hot Mix Asphalt Pavement - Driveways, Match Up To 5" HMA 4 LT 58-28s, 12 MM	TON	130	\$101.00	\$13,130.00	\$97.00	\$12,610.00	\$150.00	\$19,500.00
24	Shouldering (Traffic Bond)	TON	900	\$26.16	\$23,544.00	\$21.00	\$18,900.00	\$30.50	\$27,450.00
25	Replace Concrete Curb and Gutter	LF	100	\$114.00	\$11,400.00	\$106.00	\$10,600.00	\$52.50	\$5,250.00
26	New Concrete Curb and Gutter - 30" VFCG	LF	2049	\$27.77	\$56,900.73	\$22.50	\$46,102.50	\$21.50	\$44,053.50
27	New Concrete Curb and Gutter - Roll Face/Mountable Curb	LF	231	\$40.21	\$9,288.51	\$34.50	\$7,969.50	\$35.25	\$8,142.75
28	Concrete Curb Ramps and Concrete Walk	SF	1875	\$11.18	\$20,962.50	\$11.00	\$20,625.00	\$10.50	\$19,687.50
29	Detectable Warning Fields	SF	260	\$32.92	\$8,559.20	\$31.50	\$8,190.00	\$50.00	\$13,000.00
30	Pavement Markings Arrows	EA	1	\$338.00	\$338.00	\$221.00	\$221.00	\$232.05	\$232.05
31	Pavement Markings Words	EA	1	\$338.00	\$338.00	\$226.00	\$226.00	\$237.30	\$237.30
32	Pavement Marking, Stop Line - White 18", Solid	LF	180	\$19.24	\$3,463.20	\$18.00	\$3,240.00	\$18.50	\$3,330.00
33	Pavement Marking, Striping - White 8", Solid	LF	220	\$1.77	\$389.40	\$1.10	\$242.00	\$1.20	\$264.00
34	Pavement Marking, Striping - White 4", Solid	LF	6300	\$0.87	\$5,481.00	\$0.40	\$2,520.00	\$0.50	\$3,150.00
35	Pavement Marking, Striping - White 4", Dashed	LF	320	\$0.87	\$278.40	\$0.65	\$208.00	\$0.75	\$240.00
36	Pavement Marking, Striping - Yellow 4"	LF	60	\$12.32	\$739.20	\$1.00	\$60.00	\$2.00	\$120.00
37	Pavement Marking, Striping - 2x Yellow 4", Solid	LF	5450	\$0.87	\$4,741.50	\$0.40	\$2,180.00	\$0.50	\$2,725.00
38	Pavement Marking, Striping - 2x Yellow 4", Passing	LF	210	\$0.87	\$182.70	\$0.40	\$84.00	\$0.50	\$105.00
39	Pavement Marking, Striping Crosswalk - White 6", Solid	LF	850	\$11.70	\$9,945.00	\$14.50	\$12,325.00	\$14.50	\$12,325.00

Item No.	Item Description	UofM	Quantity	Payne & Dolan, Inc.		Musson Bros., Inc.		Stark Pavement Corp.	
				Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
40	Remove & Replace Mailbox	EA	3	\$208.00	\$624.00	\$162.00	\$486.00	\$220.00	\$660.00
41	Surface Restoration, Topsoil, Seed, Erosion Mat, And Watering	SY	12000	\$8.58	\$102,960.00	\$7.80	\$93,600.00	\$10.00	\$120,000.00
42	Sod	SY	2450	\$17.52	\$42,924.00	\$11.50	\$28,175.00	\$20.00	\$49,000.00
43	Erosion Control, Silt Fence	LF	7250	\$1.82	\$13,195.00	\$1.70	\$12,325.00	\$2.00	\$14,500.00
44	Temporary Water Diversion Structure to Place Rip Rap At B-66-144	LS	1	\$39,312.00	\$39,312.00	\$89,900.00	\$89,900.00	\$50,000.00	\$50,000.00
45	Heavy Rip Rap	CY	111	\$197.60	\$21,933.60	\$278.00	\$30,858.00	\$300.00	\$33,300.00
46	Geotextile Fabric HR	SY	212	\$20.80	\$4,409.60	\$4.80	\$1,017.60	\$20.00	\$4,240.00
47	Temporary Flow Control for Intermittent Open Channel Drainage	LS	1	\$20,800.00	\$20,800.00	\$48,300.00	\$48,300.00	\$8,700.00	\$8,700.00
48	Light Rip-Rap (Keyed-Into Re-Graded Ditch Flowline)	CY	31	\$135.20	\$4,191.20	\$351.00	\$10,881.00	\$225.00	\$6,975.00
49	Erosion Control, E-Mat (Class I, Type A)	SY	11400	\$1.30	\$14,820.00	\$1.20	\$13,680.00	\$1.30	\$14,820.00
50	Erosion Control, E-Mat Coconut Type	SY	380	\$6.03	\$2,291.40	\$2.40	\$912.00	\$6.00	\$2,280.00
51	Erosion Control, Inlet Protection	EA	17	\$54.08	\$919.36	\$115.00	\$1,955.00	\$55.00	\$935.00
52	Erosion Control, Erosion Bales	EA	20	\$16.64	\$332.80	\$14.00	\$280.00	\$17.00	\$340.00
53	Flexible Ads Pipe 8-Inch Dia.	LF	60	\$16.64	\$998.40	\$46.50	\$2,790.00	\$80.00	\$4,800.00
54	Culvert Pipe 15-Inch Dia., CMP With Flared End Metal Sections	LF	25	\$115.44	\$2,886.00	\$162.00	\$4,050.00	\$135.00	\$3,375.00
55	Culvert Pipe 18-Inch Dia., CMP With Flared End Metal Sections	LF	50	\$120.64	\$6,032.00	\$161.00	\$8,050.00	\$155.00	\$7,750.00
56	Apron Endwalls for Concrete Culvert Pipe 12-Inch Dia.	EA	5	\$1,560.00	\$7,800.00	\$1,000.00	\$5,000.00	\$1,900.00	\$9,500.00
57	Apron Endwalls for Concrete Culvert Pipe 15-Inch Dia.	EA	2	\$1,712.88	\$3,425.76	\$1,160.00	\$2,320.00	\$2,000.00	\$4,000.00
58	Apron Endwalls for Concrete Culvert Pipe 24-Inch Dia.	EA	2	\$2,194.40	\$4,388.80	\$1,770.00	\$3,540.00	\$2,250.00	\$4,500.00
59	Storm Sewer Pipe Reinforced Concrete Class IV (12-Inch Dia.)	LF	239	\$111.28	\$26,595.92	\$102.00	\$24,378.00	\$115.00	\$27,485.00
60	Storm Sewer Pipe Reinforced Concrete Class IV (24-Inch Dia.)	LF	390	\$137.28	\$53,539.20	\$119.00	\$46,410.00	\$130.00	\$50,700.00
61	Storm Sewer Pipe Reinforced Concrete Class IV (42-Inch Dia.)	LF	42	\$283.92	\$11,924.64	\$278.00	\$11,676.00	\$350.00	\$14,700.00
62	Concrete Collar (42-Inch Dia)	EACH	1	\$1,248.00	\$1,248.00	\$808.00	\$808.00	\$2,650.00	\$2,650.00
63	Concrete Collar (24-Inch Dia.) Bulkhead and Abandon 24-Inch Dia.	EACH	1	\$1,144.00	\$1,144.00	\$808.00	\$808.00	\$3,100.00	\$3,100.00
64	Storm Sewer Spot Repair, 15-Inch Dia. Class C Bedding	LF	20	\$287.04	\$5,740.80	\$255.00	\$5,100.00	\$937.50	\$18,750.00
65	Medium Rip Rap	CY	35	\$156.00	\$5,460.00	\$265.00	\$9,275.00	\$225.00	\$7,875.00
66	Storm Structure Adjustments	EA	10	\$2,808.00	\$28,080.00	\$2,130.00	\$21,300.00	\$1,100.00	\$11,000.00
67	Storm Inlet and Catch Basin (2x3-Ft) New with Frame and Grate	EACH	9	\$5,521.36	\$49,692.24	\$3,620.00	\$32,580.00	\$4,250.00	\$38,250.00
68	Storm Inlet and Catch Basin (2x3-Ft) Replacement (Re-Use Frame and Grate)	EACH	4	\$4,891.12	\$19,564.48	\$2,000.00	\$8,000.00	\$3,100.00	\$12,400.00
69	Storm Manhole Structure (48-Inch Dia.)	EACH	5	\$7,030.40	\$35,152.00	\$3,040.00	\$15,200.00	\$6,600.00	\$33,000.00
70	Reinforced Concrete Structure Box	EACH	1	\$43,056.00	\$43,056.00	\$38,400.00	\$38,400.00	\$80,000.00	\$80,000.00
71	Breaker Run 3-Inch	CY	10	\$90.27	\$902.70	\$50.50	\$505.00	\$120.00	\$1,200.00
72	Railing (Pedestrian Safety Type, 2-1/2 Dia. Inch Stainless Steel Tube)	LF	25	\$827.80	\$20,695.00	\$500.00	\$12,500.00	\$550.00	\$13,750.00
73	Flagpole Remove and Reinstall, Including Coordination with Owner	LS	1	\$3,120.00	\$3,120.00	\$5,000.00	\$5,000.00	\$2,500.00	\$2,500.00
74	Borrow to Fill at SEC of Hawthorne & NWC Lilac Hawthorne	CY	3600	\$8.32	\$29,952.00	\$9.30	\$33,480.00	\$20.50	\$73,800.00
75	Adjust Hydrant with Flanged Assembly, 2-Ft	EACH	9	\$3,151.20	\$28,360.80	\$2,720.00	\$24,480.00	\$5,100.00	\$45,900.00
76	Adjust Water Gate Valve Box	EACH	28	\$208.00	\$5,824.00	\$418.00	\$11,704.00	\$900.00	\$25,200.00
77	Remove And Replace Valve Box	EACH	5	\$2,714.40	\$13,572.00	\$970.00	\$4,850.00	\$2,000.00	\$10,000.00
78	Sanitary Manhole Adjustment	EACH	14	\$3,432.00	\$48,048.00	\$639.00	\$8,946.00	\$1,600.00	\$22,400.00
79	Existing Utility Offsets (Storm)	EACH	5	\$6,692.40	\$33,462.00	\$1,010.00	\$5,050.00	\$3,600.00	\$18,000.00
80	Existing Utility Offsets (Sanitary)	EACH	5	\$7,592.00	\$37,960.00	\$589.00	\$2,945.00	\$600.00	\$3,000.00
81	Existing Utility Offsets (Water)	EACH	5	\$3,468.40	\$17,342.00	\$589.00	\$2,945.00	\$600.00	\$3,000.00
Base Bid Total:					\$2,128,590.12		\$2,397,799.60		\$2,402,772.10

Division Road Reconstruction Project
Cost Estimate-Based on Bid Set
5-27-26 Updated per Addendum

ITEM	DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL
1	TRAFFIC CONTROL	LS	1	\$50,000.00	\$50,000.00
2	PORTABLE CHANGEABLE MESSAGE SIGNS	DAYS	30	\$1,000.00	\$30,000.00
3	CLEARING AND GRUBBING	STA	5	\$1,000.00	\$5,000.00
4	TREE REMOVALS	IN-DIA	100	\$50.00	\$5,000.00
5	REMOVE SMALL PIPE CULVERTS	EA	6	\$750.00	\$4,500.00
6	SAWCUT PAVEMENT	LF	500	\$5.00	\$2,500.00
7	PULVERIZE PAVEMENT	SY	16000	\$10.00	\$160,000.00
8	REMOVE ASPHALT PAVEMENT, DRIVEWAYS	SY	400	\$5.00	\$2,000.00
9	REMOVE ASPHALT PAVEMENT, SIDEWALKS	SY	2450	\$5.00	\$12,250.00
10	REMOVE CURB AND GUTTER	SF	750	\$15.00	\$11,250.00
11	REMOVE CONCRETE CURB RAMPS	SF	640	\$7.00	\$4,480.00
12	COMMON EXCAVATION (+/- 3,600 CY)	LS	1	\$300,000.00	\$300,000.00
13	EXCAVATION BELOW SUBGRADE (EBS)	CY	3300	\$35.00	\$115,500.00
14	UNSUITABLE SOIL REMOVAL	CY	150	\$100.00	\$15,000.00
15	GEOGRID TYPE SR	SY	3000	\$3.00	\$9,000.00
16	BASE AGGREGATE 3" DENSE	TON	6500	\$30.00	\$195,000.00
17	BASE AGGREGATE 1" CLEAR STONE	TON	20	\$150.00	\$3,000.00
18	BASE AGGREGATE 1-1/4" DENSE	TON	5650	\$20.00	\$113,000.00
19	HOT MIX ASPHALT PAVEMENT 3" BINDER COURSE - 3 LT 58-28S, 19 mm	TON	3150	\$75.00	\$236,250.00
20	HOT MIX ASPHALT PAVEMENT 2" SURFACE COURSE - 4 LT 58-28S, 12 mm	TON	2000	\$85.00	\$170,000.00
21	TACK COAT	GAL	900	\$5.00	\$4,500.00
22	HOT MIX ASPHALT SIDEWALK 3" - 4 LT 58-28S, 12 mm	TON	920	\$125.00	\$115,000.00
23	HOT MIX ASPHALT PAVEMENT - DRIVEWAYS, MATCH UP TO 5" HMA 4 LT 58-28S, 12 mm	TON	130	\$100.00	\$13,000.00
24	SHOULDERING (Traffic Bond)	TON	900	\$50.00	\$45,000.00
25	REPLACE CONCRETE CURB AND GUTTER	LF	100	\$45.00	\$4,500.00
26	NEW CONCRETE CURB AND GUTTER - 30" VFCG	LF	2049	\$35.00	\$71,715.00
27	NEW CONCRETE CURB AND GUTTER - Roll Face/Mountable Curb	LF	231	\$40.00	\$9,240.00
28	CONCRETE CURB RAMPS AND CONCRETE WALK	SF	1875	\$15.00	\$28,125.00
29	DETECTABLE WARNING FIELDS	SF	260	\$50.00	\$13,000.00
30	PAVEMENT MARKINGS ARROWS	EA	1	\$500.00	\$500.00
31	PAVEMENT MARKINGS WORDS	EA	1	\$500.00	\$500.00
32	PAVEMENT MARKING, STOP LINE - WHITE 18", SOLID	LF	180	\$20.00	\$3,600.00
33	PAVEMENT MARKING, STRIPING - WHITE 8", SOLID	LF	220	\$2.00	\$440.00
34	PAVEMENT MARKING, STRIPING - WHITE 4", SOLID	LF	6300	\$1.50	\$9,450.00
35	PAVEMENT MARKING, STRIPING - WHITE 4", DASHED	LF	320	\$1.50	\$480.00
36	PAVEMENT MARKING, STRIPING - YELLOW 4"	LF	60	\$1.50	\$90.00
37	PAVEMENT MARKING, STRIPING - 2X YELLOW 4", SOLID	LF	5450	\$1.50	\$8,175.00
38	PAVEMENT MARKING, STRIPING - 2X YELLOW 4", PASSING	LF	210	\$1.50	\$315.00
39	PAVEMENT MARKING, STRIPING CROSSWALK - WHITE 6", SOLID	LF	850	\$2.50	\$2,125.00
40	REMOVE & REPLACE MAILBOX	EA	3	\$500.00	\$1,500.00
41	SURFACE RESTORATION, TOPSOIL, SEED, EROSION MAT, AND WATERING	SY	12000	\$8.00	\$96,000.00
42	SOD	SY	2450	\$3.00	\$7,350.00
43	EROSION CONTROL, SILT FENCE	LF	7250	\$4.00	\$29,000.00
44	Temporary Water Diversion Structure to Place Rip Rap at B-66-144	LS	1	\$30,000.00	\$30,000.00
45	Heavy Rip Rap	CY	111	\$100.00	\$11,100.00
46	Geotextile Fabric HR	SY	10	\$25.00	\$250.00
47	Temporary Flow Control for Intermittent Open Channel Drainage	LS	1	\$30,000.00	\$30,000.00
48	Light Rip-Rap (Keyed-Into Re-graded Ditch Flowline)	CY	31	\$175.00	\$5,425.00
49	Erosion Control, E-mat (Class I, Type A)	SY	11400	\$2.00	\$22,800.00
50	Erosion Control, E-mat Coconut Type	SY	380	\$3.00	\$1,140.00
51	Erosion Control, Inlet Protection	EA	17	\$80.00	\$1,360.00
52	Erosion Control, Erosion Bales	EA	20	\$100.00	\$2,000.00
53	Flexible ADS Pipe 8-Inch Dia.	LF	60	\$75.00	\$4,500.00
54	Culvert Pipe 15-inch dia., CMP with Flared End Metal Sections	LF	25	\$150.00	\$3,750.00
55	Culvert Pipe 18-inch dia., CMP with Flared End Metal Sections	LF	50	\$175.00	\$8,750.00
56	Apron Endwalls for Culvert Pipe 12-Inch Dia.	EA	5	\$500.00	\$2,500.00
57	Apron Endwalls for Culvert Pipe 15-Inch Dia.	EA	2	\$650.00	\$1,300.00
58	Apron Endwalls for Culvert Pipe 24-Inch Dia.	EA	2	\$750.00	\$1,500.00
59	Storm Sewer Pipe Reinforced Concrete Class IV (12-inch dia.)	LF	239	\$125.00	\$29,875.00
60	Storm Sewer Pipe Reinforced Concrete Class IV (24-inch dia.)	LF	390	\$150.00	\$58,500.00
61	Storm Sewer Pipe Reinforced Concrete Class IV (42-inch dia.)	LF	42	\$400.00	\$16,800.00
62	Concrete Collar (42-inch dia)	EACH	1	\$1,500.00	\$1,500.00
63	Concrete Collar (24-inch dia.) Bulkhead and Abandon 24-inch dia.	EACH	1	\$1,250.00	\$1,250.00
64	Storm Sewer Spot Repair, 15-inch dia. Class "C" Bedding	LF	20	\$250.00	\$5,000.00
65	Medium Rip Rap	CY	35	\$150.00	\$5,250.00
66	Storm Inlet Structure Adjustments	EA	10	\$1,500.00	\$15,000.00
67	Storm Inlet and Catch Basin (2x3-ft) NEW with frame and grate	EACH	9	\$6,000.00	\$54,000.00
68	Storm Inlet and Catch Basin (2x3-ft) REPLACEMENT (Re-use Frame and grate)	EACH	4	\$5,000.00	\$20,000.00
69	Storm Manhole Structure (48-inch dia.)	EACH	5	\$7,000.00	\$35,000.00
70	Reinforced Concrete Structure Box	EACH	1	\$10,000.00	\$10,000.00
71	Breaker Run – 3-inch	CY	10	\$50.00	\$500.00
72	Railing (Pedestrian Safety Type, 2-1/2 dia. inch Stainless Steel Tube)	LF	25	\$200.00	\$5,000.00
73	Flagpole coordination with owner	LS	1	\$1,500.00	\$1,500.00
74	Borrow to Fill at SEC of Hawthorne & NWC Lilac Hawthorne	CY	3600	\$20.00	\$72,000.00
75	ADJUST HYDRANT WITH FLANGED ASSEMBLY, 2-FT	EACH	9	\$1,500.00	\$13,500.00
76	ADJUST Water Gate Valve Box	EACH	28	\$500.00	\$14,000.00
77	REMOVE AND REPLACE VALVE BOX	EACH	5	\$5,000.00	\$25,000.00
78	Sanitary Manhole Adjustment	EACH	14	\$1,500.00	\$21,000.00
79	EXISTING UTILITY OFFSETS (STORM)	LS	1	\$10,000.00	\$10,000.00
80	EXISTING UTILITY OFFSETS (SANITARY)	LS	1	\$10,000.00	\$10,000.00
81	EXISTING UTILITY OFFSETS (WATER)	LS	1	\$10,000.00	\$10,000.00
Construction Total					\$2,468,385.00

May 29, 2026

Mr. Tim Zimmerman, Director of Public Works
Village of Germantown
N112 W117001 Mequon Road
Germantown, WI 53022

Re: Letter of Recommendation
Division Road: From Mequon Rd to Jefferson Creek (#10205153)

Dear Mr. Zimmerman:

In accordance with your Official Notice to Bidders, bids for the above referenced project were received until 11:00 a.m. on May 28, 2026.

A total of three (3) bids were received for this project. The base bids ranged from \$2,128,590.12 to \$2,402,772.10. The low base bid of \$2,128,590.12 was submitted by Payne and Dolan, Inc. The engineer's estimate for the project was \$2,468,385.

Payne and Dolan, Inc., provided a responsive bid, they are pre-qualified and along with their subs, have either completed or are currently working on similar projects within the Village. They have completed similar projects in a satisfactory manner and they have been on time and on budget. Therefore, we recommend awarding the project to Payne and Dolan, Inc. in the amount of \$2,128,590.12.

Please feel free to call me if you have any questions or comments regarding the above.

Sincerely,
raSmith



Troy T. Hartjes, P.E.
Senior Project Manager

Enclosure: Bid Summary

BUSINESS OF THE PUBLIC WORKS & HIGHWAYS COMMITTEE

MEETING DATE: June 3, 2026

PLACEMENT: Action Item

ITEM TITLE: Professional Services Agreement – Division Road Phase 1 -
Inspection, Staking, and Administration

SUBMITTED BY: Tim Zimmerman – Director of Public Works

SUMMARY EXPLANATION:

Construction inspection, staking, and contract administration for Division Rd. Phase 1 will far exceed the village engineering department's capabilities.

ATTACHMENT: ORDINANCE_____ RESOLUTION_____ OTHER__X__

RECOMMENDATION:

Staff requests the PWHC recommend to the Village Board approval of a Professional Services Agreement with ra Smith in the amount of \$168,000.00. and include a 10% contingency \$16,800.00 for the total amount of \$184,800.00. Money included in 40-561000-5316400.

COMMITTEE ACTION:

Proper parliamentary procedure to deny a request is to have a motion made in the affirmative and by voting NAY would deny the request if a majority vote.

May 29, 2026

Timothy K. Zimmerman
Department of Public Works
Village of Germantown
W130N10200 Town 9 Parkway
Germantown, WI 53022-0337

Re: Proposal for Division Road Phase 1

Dear Mr. Zimmerman:

Thank you for allowing raSmith to provide you with a proposal for Division Road Phase 1. We strive to develop a long-term, mutually beneficial relationship with our clients and are committed to understanding your challenges and developing solutions that meet your needs. We look forward to working with the Village of Germantown.

Scope of Services

raSmith will provide services associated with construction-related activities. Mike Mentzel will be the Resident Lead full-time construction inspector. A second inspector will be appointed only during times when multiple crews are completing work.

1. Construction Administration to include preconstruction meeting attendance, shop drawing and materials review, recommendation of payments, progress meetings, review change order requests, review requests for information by the contractor, project walk-throughs, compile punch lists and project closeout.
2. We will provide construction observation when the contractor is on site performing work. Generally, there is one inspector per crew that is working. Observations include checking delivered materials to make sure they are in compliance with the specifications, check traffic control devices during the project, recording of elevation and locations of all underground appurtenances with a survey grade GPS, track all quantities that are installed for payment, and take daily pictures of ongoing operations. Observations will be documented in electronic format, and a pdf copy will be e-mailed to Village staff.
3. Weekly erosion inspections and after 0.5" rain event will be completed per WDNR requirements
4. Record Drawings for the storm sewer will be completed and data sent to the Village to update your GIS system.
5. Construction staking will be performed for site control, storm sewer, red tops for CABC grades, slope stakes, curb and gutter, sidewalk and handicap ramps. A cutsheet will be provided to the inspector and contractor as necessary.

Completion Schedule

Work is anticipated during the 2026 construction season.



Timothy K. Zimmerman
Director of Public Works
Page 2 / May 29, 2026

Professional Fees

The above-described services will be provided on an hourly and expense basis. Based on normal production rates, the estimate of fees for Division Road Phase 1 is \$168,000. Fees will be invoiced monthly as the project proceeds. The Resident Lead Inspector will be available at a rate of \$125 per hour and additional inspector at a rate of \$114 per hour. As Construction Manager is available at a rate of \$174 per hour and a CADD Technician at a rate of \$125 per hour.

A two-person survey crew will be available for construction staking at a rate of \$260 per hour (\$130 per person) and a Survey Project Manager at a rate of \$145 per hour.

Usual and customary expenses such as mileage, postage, delivery, and applicable taxes will be invoiced at cost.

Client Responsibilities/Assumptions

- A. The terms and conditions set forth herein are valid for 365 days from the date of this proposal and are conditioned upon our completion of all services within 18 months from the date of authorization.
- B. The professional fee hourly rates are subject to change on an annual basis.
- C. No Geotechnical or Materials Testing work is included in this proposal.
- D. No additional design services are included in this proposal.

If you would like to authorize raSmith to proceed with your project, please sign the attached Professional Services Agreement between Client and Professional, and forward a signed copy of the entire Agreement to our office. Once received, we will execute and return a copy for your records. We look forward to working with the Village of Germantown.

Sincerely,
raSmith

A handwritten signature in black ink that reads 'Jennifer Starr'.

Jennifer Starr, CISEC
Assistant Director of Construction Services

Enclosure: Professional Services Agreement (Contract)

BTH:I:\Proposals\2026\Germantown\Division Road\EP 260529 Zimmerman Division Road Phase 1.docx

PROFESSIONAL SERVICES AGREEMENT BETWEEN CLIENT AND PROFESSIONAL

THIS IS AN AGREEMENT effective as of _____ ("Effective Date") between Village of Germantown ("Client") and R.A. Smith, Inc. ("Professional").

Client's Project, of which Professional's services under this Agreement are a part, is generally identified as follows:

Construction Services for Division Road Phase 1: Village of Germantown ("Project").

Professional's services under this Agreement are generally identified as follows:

See Scope of Services in the attached proposal letter. ("Services").

Client and Professional further agree as follows:

1.01 *Basic Agreement and Period of Service*

- A. Professional shall provide or furnish the Services solely for the benefit of Client as set forth in this Agreement and in the attached proposal. If authorized by Client, or if required because of changes in the Project, Professional shall furnish services in addition to those set forth above ("Additional Services").

2.01 *Payment Procedures*

- A. *Invoices:* Professional shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of invoice date. If Client fails to make any payment due Professional for Services, Additional Services, and expenses within 30 days after receipt of Professional's invoice, then (1) the amounts due Professional will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) from said thirtieth day, and (2) in addition Professional may, after giving seven days written notice to Client, suspend Services under this Agreement until Professional has been paid in full all amounts due for Services, Additional Services, expenses, and other related charges. Client waives any and all claims against Professional for any such suspension.
- B. *Payment:* As compensation for Professional providing or furnishing Services and Additional Services, Client shall pay Professional as set forth in this agreement. If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise Professional in writing of the specific basis for doing so, may withhold only that portion so disputed, and must pay the undisputed portion.

2.02 *Basis of Payment*

- A. Client shall pay Professional for Services in the amount and manner provided in the attached proposal.
- B. *Additional Services:* Unless specified in the attached proposal, for Additional Services, Client shall pay Professional an amount equal to the cumulative hours charged in providing the Additional Services by each class of Professional's employees, times standard hourly rates for each applicable billing class; plus reimbursement of expenses incurred in connection with providing the Additional Services and Professional's consultants' charges, if any.

3.01 *Suspension and Termination*

- A. The obligation to continue performance under this Agreement may be suspended:
 - 1. *By Client:* Client may suspend the Project for up to 90 days upon seven days written notice to Professional.
 - 2. *By Professional:* Professional may, after giving seven days written notice to Client, suspend services under this Agreement if Client has failed to pay Professional for invoiced services and expenses, as set forth in this Agreement.
- B. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 14 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay Professional for its services is a substantial failure to perform and a basis for termination.
 - b. By Professional:
 - 1) upon seven days written notice if Client demands that Professional furnish or perform services contrary to Professional's responsibilities as a licensed professional; or
 - 2) upon seven days written notice if the Professional's Services are delayed for more than 90 days for reasons beyond Professional's control, or as the result of the presence at the Site of undisclosed Constituents of Concern.
 - c. By Client, for convenience, effective upon Professional's receipt of written notice from Client

- d. Professional shall have no liability to Client on account of a termination for cause by Professional.
 - e. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under this section if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice; provided, however, that if and to the extent such substantial failure cannot be reasonably cured within such 30 day period, and if such party has diligently attempted to cure the same and thereafter continues diligently to cure the same, then the cure period provided for herein shall extend up to, but in no case more than, 60 days after the date of receipt of the notice.
 - C. In the event of any termination under this section, Professional will be entitled to invoice Client and to receive full payment for all Services and Additional Services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the Services and Additional Services, and Professional's consultants' charges, if any.
- 4.01 *Successors, Assigns, and Beneficiaries*
- A. Client and Professional are hereby bound and the successors, executors, administrators, and legal representatives of Client and Professional are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
 - B. Neither Client nor Professional may assign, sublet, or transfer any rights under or interest (including, but without limitation, money that is due or may become due) in this Agreement without the written consent of the other party, except to the extent that any assignment, subletting, or transfer is mandated by law. Unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under this Agreement.
 - C. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or Professional to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of Client and Professional and not for the benefit of any other party.
- 5.01 *General Considerations*
- A. *Standard of Care*

The standard of care for all professional engineering and related services performed or furnished by Professional under this Agreement will be the care and skill ordinarily used by members of the subject profession practicing under similar circumstances at the same time and in the same locality. Professional makes no warranties, express or implied, under this Agreement or otherwise, in connection with any services performed or furnished by Professional. Subject to the foregoing standard of care, Professional and its consultants may use or rely upon design elements and information ordinarily or customarily furnished by others, including, but not limited to, specialty contractors, manufacturers, suppliers, and the publishers of technical standards.
 - B. *Design Without Construction Phase Services*

Professional shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall Professional have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. Professional shall not be responsible for the acts or omissions of any Constructor. Professional neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
 - C. *Opinions of Cost*

Professional's opinions (if any) of probable construction cost are to be made on the basis of Professional's experience, qualifications, and general familiarity with the construction industry. However, because Professional has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, Professional cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by Professional. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate. Professional shall not be responsible for any decision made regarding the construction contract requirements, or any application, interpretation, clarification, or modification of the construction contract documents other than those made by Professional or its consultants.
 - D. *Use of Documents*

All documents prepared or furnished by Professional are instruments of service, and Professional retains an ownership and property interest (including the copyright and the right of reuse) in such documents, whether or not the Project is completed. Client shall have a limited license to use the documents on the Project, extensions of the Project, and for related uses of the Client, subject to receipt by Professional of full payment due and owing for all Services and Additional Services relating to preparation of the documents and subject to the following limitations:

 - 1. Client acknowledges that such documents are not intended or represented to be suitable for use on the Project unless completed by Professional, or for use or reuse by Client or others on extensions of the Project, on any other project, or for any other use or purpose, without written verification or adaptation by Professional;

2. Any such use or reuse, or any modification of the documents, without written verification, completion, or adaptation by Professional, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to Professional or to its officers, directors, members, partners, agents, employees, and consultants;
3. Client shall indemnify and hold harmless Professional and its officers, directors, members, partners, agents, employees, and consultants from all claims, damages, losses, and expenses, including attorneys' fees, arising out of or resulting from any use, reuse, or modification of the documents without written verification, completion, or adaptation by Professional; and
4. Such limited license to Client shall not create any rights in third parties.

~~E. Liability~~ **Intentionally Deleted**

~~To the fullest extent permitted by Laws and Regulations, and notwithstanding any other provision of this Agreement, the total liability, in the aggregate, of Professional and Professional's officers, directors, employees, and Consultants, to Client and anyone claiming by, through, or under Client for any and all injuries, claims, losses, expenses, costs, or damages whatsoever arising out of, resulting from, or in any way related to the Project, Professional's or its Consultants services or this Agreement from any cause or causes whatsoever, including but not limited to the negligence, professional errors or omissions, strict liability, breach of contract, indemnity obligations, or warranty express or implied of Professional or Professional's officers, directors, employees, or Consultants shall not exceed the total amount of \$100,000 or the total compensation received by Professional under this Agreement, whichever is less.~~

~~F. Indemnification~~ **Intentionally Deleted**

~~To the fullest extent permitted by Laws and Regulations, Client shall indemnify and hold harmless Professional and Professional's officers, directors, employees, and Consultants from and against any and all claims, costs, losses and damages (including but not limited to all fees and charges of Professionals, architects, attorneys, and other professionals, and all court, arbitration, or other dispute resolution costs) arising out of or relating to the Project, provided that any such claim, cost, loss, or damage is attributable to bodily injury, sickness, disease, or death or to injury to or destruction of tangible property (other than the Work itself), including the loss of use resulting therefrom, but only to the extent caused by any negligent act or omission of the Client or Client's officers, directors, members, partners, agents, employees, consultants, or others retained by or under contract to the Client with respect to this Agreement or to the Project.~~

E. Indemnification and Liability

1. To the fullest extent permitted by law, Professional shall indemnify and hold harmless Client, Client's officers, directors, partners, and employees from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Professional or Professional's officers, directors, partners, employees, and consultants in the performance of Professional's services under this Agreement.
2. To the fullest extent permitted by law, Client shall indemnify and hold harmless Professional, Professional's officers, directors, partners, employees, and consultants from and against costs, losses, and damages (including but not limited to reasonable fees and charges of engineers, architects, attorneys, and other professionals, and reasonable court or arbitration or other dispute resolution costs) caused solely by the negligent acts or omissions of Client or Client's officers, directors, partners, employees, and consultants with respect to this Agreement.
3. To the fullest extent permitted by law, Professional's total liability to Client and anyone claiming by, through, or under Client for any injuries, losses, damages and expenses caused in part by the negligence of Professional and in part by the negligence of Client or any other negligent entity or individual, shall not exceed the percentage share that Professional's negligence bears to the total negligence of Client and all other negligent entities and individuals.
4. Nothing contained within this Agreement is intended to be a waiver or estoppel of the contracting municipality Client or its insurer to rely upon the limitations, defenses, and immunities contained within Wisconsin law, including those contained within Wisconsin Statutes §§ 893.80, 895.52, and 345.05. To the extent that indemnification is available and enforceable, the municipality Client or its insurer shall not be liable in indemnity or contribution for an amount greater than the limits of liability for municipal claims established by Wisconsin Law.

F. Dispute Resolution

Client and Professional agree to negotiate each dispute between them in good faith during the 30 days after written notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law. The venue for all disputes shall be the state of Wisconsin. Attorney fees will be borne by the non-prevailing party.

G. Governing Law

This Agreement is to be governed by the law of the state of Wisconsin.

6.01 *Agreement*

- A. This Agreement (including any expressly incorporated attachments), constitutes the entire agreement between Client and Professional and supersedes all prior written or oral understandings. This Agreement may only be amended, supplemented, modified, or canceled by a duly executed written instrument. Nothing in this Agreement between Professional and Client shall create a contractual relationship between either Professional and Client and an outside third party.

7.01 *Lien Notice*

- A. As required by the Wisconsin construction lien law, Professional hereby notifies Client that persons or companies performing, furnishing, or procuring labor, services, materials, plans, or specifications for the construction on Client's land may have lien rights on Client's land and buildings if not paid. Those entitled to lien rights, in addition to the undersigned Professional, are those who contract directly with the Client or those who give the Client notice within 60 days after they first perform, furnish, or procure labor, services, materials, plans or specifications for the construction. Accordingly, Client probably will receive notices from those who perform, furnish, or procure labor, services, materials, plans, or specifications for the construction, and should give a copy of each notice received to the mortgage lender, if any. Professional agrees to cooperate with the Client and the Client's lender, if any, to see that all potential lien Professionals are duly paid.



IN WITNESS WHEREOF, the parties hereto have executed this Agreement, the Effective Date of which is indicated on page 1.

Project Name: Construction Services for Division Road Phase 1: Village of Germantown

Client: Village of Germantown

Professional: R.A. Smith, Inc.

By: _____

By: _____

Print name: Timothy K. Zimmerman

Print name: Jennifer Starr, CISEC

Title: Department of Public Works

Title: Assistant Director of Construction Services

Date Signed: _____

Date Signed: _____

Address for Client's receipt of notices:

Address for Professional's receipt of notices:

Village of Germantown - Department of Public Works

R.A. Smith, Inc.

W130 N10200 Town 9 Parkway

16745 West Bluemound Road

Germantown, WI 53022-0337

Brookfield, WI 53005

Client's Phone:

Professional's Phone: (262) 901-2209

Client's Email:

Professional's Email: jennifer.starr@rasmith.com

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: June 15, 2026

PLACEMENT: Action Item

ITEM TITLE: Contract award to MC Group, LLC for Owners Representation services related to the Police Department building project.
(ACTION)

SUBMITTED BY: Patrick Merten, Police Chief

SUMMARY EXPLANATION:

ATTACHMENT:

1. M-C Group Recommendation
2. MC Group Proposal
3. Revised MC Group Fees

STAFF RECOMMENDATION:

ACTION BY COMMITTEE:

**BUSINESS OF THE VILLAGE BOARD
GERMANTOWN, WI**

MEETING DATE: June 15, 2026
AGENDA ITEM: Action
ITEM TITLE: Appointment of contract for Owners Representation for New Police Department
SUBMITTED BY: Chief Patrick Merten
SUMMARY EXPLANATION:

The Village has already initiated the selection of an Architectural/Engineering (A/E) team and intends to utilize a Construction Manager at Risk (CMAR) delivery method. The Owner's Representative will serve as the Village's primary advocate, ensuring the project remains on schedule, within a proposed estimate of \$34.5 million, and meets the high-security operational requirements of a modern law enforcement facility.

The Police Department Working Group issued a Request for Proposal (RFP) to three Owner's Representative (OR) firms and received proposals from all three. The committee reviewed and evaluated each proposal based on the following criteria:

- Experience with Public Safety / Police Facilities (20 points)
- Qualifications of Personnel (30 points)
- Approach to CMAR Budget and Schedule Oversight (20 points)
- Proposed Fee Structure (10 points)
- References from Similar Wisconsin Municipalities (10 points)
- Interview (10 points)

The Police Department Working Group conducted interviews with two of the three firms, as the third firm was unable to attend the scheduled interview date and time. The two firms interviewed were M-C Group and Luther Group. Following the interviews and final scoring process, the committee rated each firm on a 100-point scale:

- M-C Group – 83 out of 100
- Luther Group – 49 out of 100

Based on the overall evaluation process, the group determined that M-C Group was the most qualified Owner's Representative firm to assist the Village with oversight of the new police facility construction project. M-C Group has established strong professional relationships with many qualified A/E and CMAR firms throughout the regional market and looks forward to continuing that collaboration while working with FGM Architects and the selected CMAR team members.

Thank you for your consideration of this request.

ATTACHMENT: ORDINANCE___ RESOLUTION___ OTHER X

RECOMMENDATION:

A motion to recommend that the Village Board approve the selection of M-C Group to provide Owners Representation services for the new Police Facility, and authorization for the Village Administrator and Village Attorney to negotiate and execute a contract for the services.



M·C Group
GUIDE. BUILD. SUCCEED.



Village of

Germantown

New Police Department Facility

May 22, 2026

Village of Germantown
N122W17177 Fond du Lac Avenue
Germantown, WI 53022

Attn: Chief Patrick Merten, Police Chief, Germantown Police

Dear Chief Merten,

Congratulations on receiving community support to plan and implement a much-needed new Police Department in the Village of Germantown. The new state-of-the-art facility will serve the community for current and future generations to come.

MC Group LLC will be honored to play a role in assisting you, your staff and the Village's' leaders in the planning, design and implementation of this important and exciting project. We will act as an extension of your staff protecting your interests as though they were ours in all aspects of the project. We feel that we have developed a customized fit of owner representative services that do not overlap efforts and responsibilities of other project stakeholders, including the design team and construction manager at risk.

The services and the resulting added value that they create are depicted and outlined in this proposal. If you have any questions about any component of our proposal, please contact me; I will enthusiastically address any inquiries you may have. After digesting the contents of our proposal, we hope that you will agree that MC Group LLC is the perfect partner for this important project. Some of our key differentiators include:

The Most Experience: MC Group's experience is unmatched. We have been providing focused Owner's Rep services since 1998, serving many notable institutional, educational, corporate and healthcare clients in Southeast Wisconsin. The majority of our work is through repeat clients; testimony to the value that we bring.

A Recognized Entity: We are the longest standing Owner's Representative firm serving Southeast Wisconsin guiding Owners through complex projects to successful conclusions. Having a wide net of respected resources brings more exposure and interest to your project; this translates to high value outcomes.

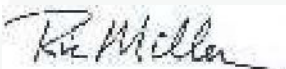
Customized Work Plan: No cookie cutter services proposal from us. We carefully craft the levels of services to the specific needs of the project. We focus on the specific needs and avoid duplicative services provided by other project stakeholders. By focusing our efforts where we drive value we can provide efficient involvement which allows our reduced fee proposal.

We Are Facilitators: We believe in Win-Win relationships. We are avid facilitators working in an open, transparent and respectful environment. By listening, reacting and monitoring the needs and inquiries of other project stakeholders including the designers and constructors, we keep information flowing. Answers are the grease that keeps the gears turning. Architects and construction managers respect us for the collaborative environment that we foster.

We Are Highly Interested: We're really excited about the opportunity to serve on this project. I've called the Germantown area home for the past 36 years, having sent my kids through the Germantown school district, having coached Germantown Rec youth football and basketball and enjoying all that Germantown offers. (Our current favorite is the Relish). We love projects that bring valuable services to the local community, especially the community that we live in.

Thank you for the opportunity to present our firm, our values, our people and our proposed work plan for your important project. We believe that we've hit the mark, but if not, please let us know. We are highly interested in serving you in the manner that you envision and are amenable to feedback.

We look forward to next steps!



Ric Miller
Founding Partner - MC Group LLC

TABLE OF CONTENTS

SECTION 1	Firm Information & Independence	1
SECTION 2	Project Team	3
SECTION 3	Experience	7
SECTION 4	Project Approach	19
SECTION 5	Compensation	29
SECTION 6	Insurance	31
WHY MC GROUP?		33

SECTION 1

Firm Information & Independence

"Thanks for the ongoing relationship which is anchored by the very successful project to expand our corporate headquarters... Our senior administration appreciates that all of the project success parameters that we established from the onset of the project have been met or exceeded. Through this and subsequent projects, our real estate management team benefits from the expertise your group provides. We plan to continue leaning on MC Services as our company grows and our facilities needs expand."

Randy Stark | Director of Internal Services
West Bend Mutual Insurance

ABOUT MC GROUP

MC Group, LLC was originally formed as Ric Miller Construction Consulting, LLC (RMCC) in January 1998 as a Wisconsin limited liability company with the vision of providing Owners technical support and expertise in planning and implementing their facilities projects. In 2019, RMCC evolved into MC Group allowing for increased capacity and capabilities to better serve our clients. We now have a highly experienced and accomplished staff of professionals providing Owner's Representative services on challenging and rewarding projects in many markets.

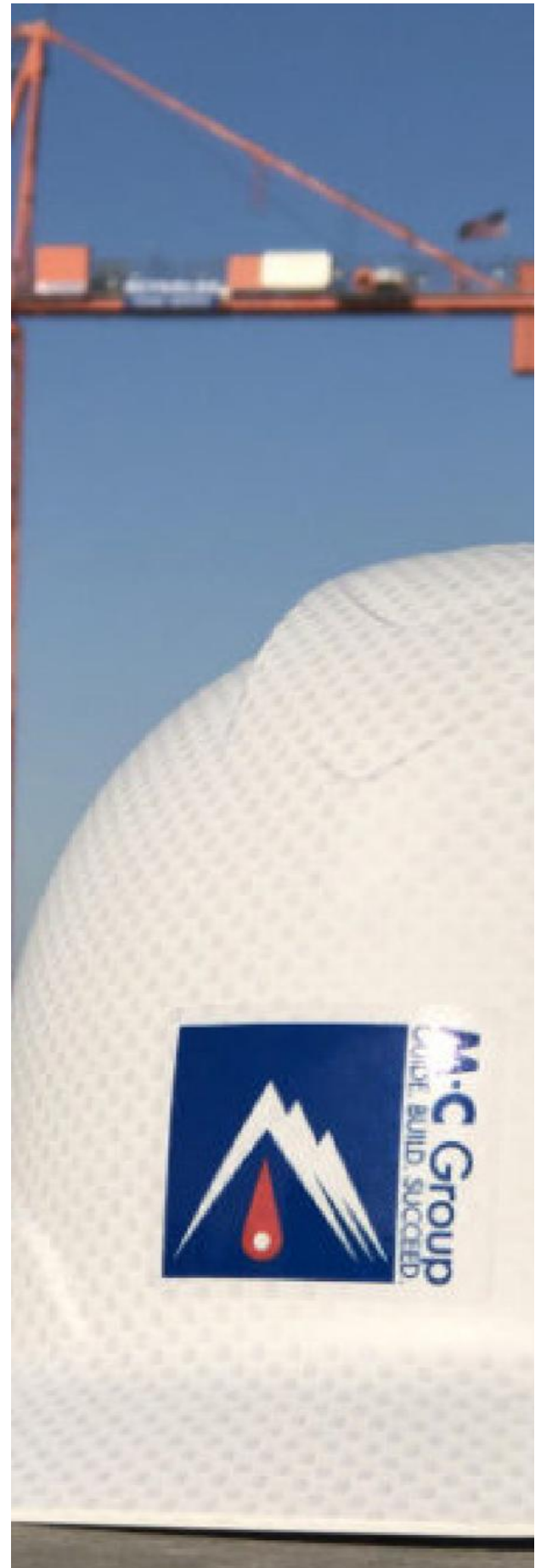
MC Group has managed over \$4 billion worth of projects constructed in the past 25+ years by applying a proven approach that focuses on planning, communicating, motivating, and leading. We have had the great privilege to serve many notable clients within Southeastern Wisconsin and beyond.

To learn more about our firm, our people, and the clients that we have had the privilege to serve, we encourage you to visit our website at MCGroup-gbs.com

Commitment to Diversity, Equity, Accessibility and Inclusion

MC Group has extensive experience supporting our Client's diversity, equity, accessibility and inclusion commitments and is comfortable collaborating with and supporting experienced diversity consultants to open doors of opportunity. MC Group understands the value and vision that diversity brings to our communities and projects, and are committed to creating opportunities for both individuals and businesses. Through careful pre-planning and aggressive engagement, we have been able to support some of our Clients, such as Froedtert Health, to **exceed their diversity goals by 10%**, both in business participation and in "hard hats" providing labor on projects.

Additionally, MC Group obtained its own certification as a woman-owned business in 2024. Ric Miller, original sole proprietor, has embraced the growth and development that Jackie Clarke and Angela Brzowski have brought to the partnership, and the ability to serve our Clients most collaboratively. Similarly, MC Group wants to provide others their chance and encourage their growth in our Wisconsin communities.



Capacity

On an annual basis, we are positioned to provide more than \$2 million in services to our customers. MC Group's capacity to serve has incrementally grown over the past five years and is projected to continue that same trajectory of growth in the coming five years. With the Project Team and Approach as outlined in this Proposal, MC Group is well-positioned with capacity to support the Village of Germantown in this exciting project and in future project needs.

In addition, prior to submitting on this RFP, we examined our workload and capacity as it specifically correlates to your project scope and schedule. The team proposed has the capacity to fully address this project and act in the Village's best interests as an Owner's Representative. Further, the team presented will be dedicated to this project for its duration.

Firm Independence

MC Group LLC is an independent Owner's Services Consulting firm with no financial or corporate affiliation with FGM Architects or any other related firms.

We value our independence and see it as an asset to the Village of Germantown to have our representation with your growing team of outside experts. Our value comes from helping our clients successfully achieve their project goals, while objectively assessing all situations and providing sound guidance and support.



**OVER
\$4 BILLION
IN PROJECTS
MANAGED**

**HEALTHCARE
EDUCATION
CORPORATE
INDUSTRIAL
INSTITUTIONAL
CULTURAL**

**100 YRS
COMBINED
EXPERIENCE
LEADERSHIP
MANAGEMENT**

SECTION 2

Project Team

"Job well done! Once again, the MC Group has been our valued partner in facilitating a successful project conclusion. You can be assured that you've played an instrumental role in the exciting exponential growth that Froedtert Health has experienced over the past 20 years. We look forward to working with you and your staff for the next 20 years as we continue on our journey to bring the most advanced health care environments to our community and beyond."

**John A. Balzer, MSEM | VP, Facility Planning & Development
(Retired)
Froedtert Health**

PROJECT TEAM

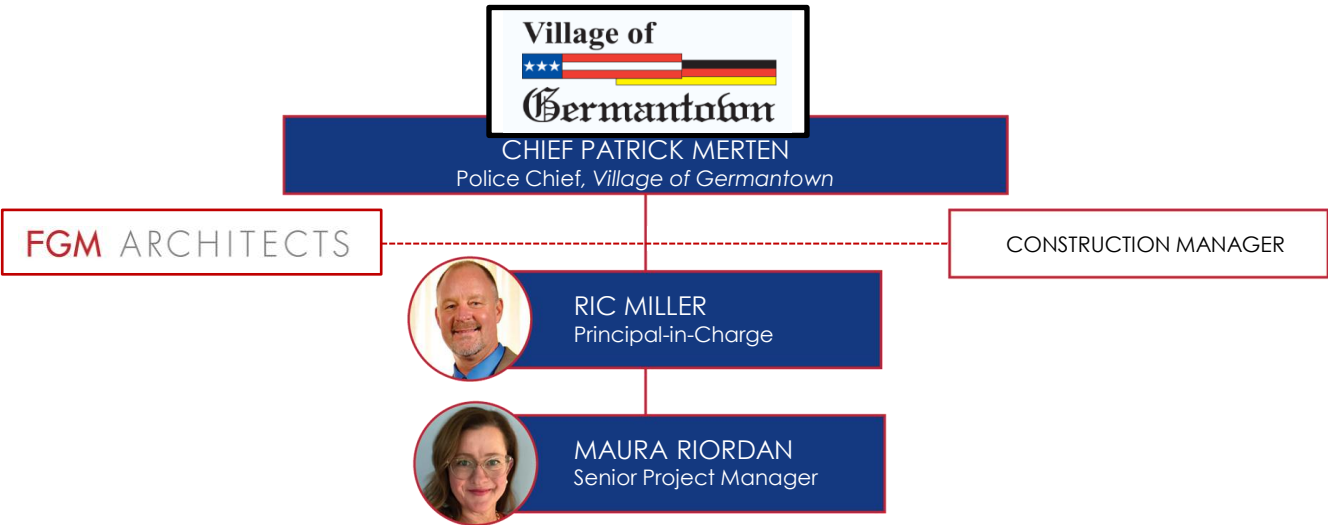
MC Group has a staff of experienced professionals that are ready to serve you. We propose to provide the services relative to your Public Safety Building project with the following team members. This team bring to the Village of Germantown over 50 years of project development experience (design through construction) experience that complements Village's Police Department team. **Ric & Maura are currently wrapping up the very successful new Public Safety Building project in Port Washington and are anxious to leverage their lessons learned on your project.**

RIC MILLER, Founding Partner

As our Founding Partner will serve as the Principal-in-Charge. He will support the team with his extensive project experience and bring his industry relationships to the table to benefit the project.

MAURA RIORDAN, Team Lead and Senior Project Manager

As Project Team lead and Project Manager, Maura will be your consistent point of contact throughout the project, from Day One to move-in. She will assure clear communication is maintained with all project stakeholders and will hold all parties accountable for their roles and responsibilities.



MC GROUP RESOURCE ROLES & RESPONSIBILITIES

RIC MILLER		MAURA RIORDAN	
✓	Overall Team Leadership and Accountability Management	✓	Project Meetings and Coordination
✓	Client Relationship	✓	Contract Negotiations and Modifications
✓	Executive Team Engagement	✓	Milestone and Phasing Schedule Development and Management
✓	Total Project Budget Development	✓	Design Meetings and Coordination
✓	Monthly Financial Report Review & Meetings (1x/month)	✓	Estimate Reviews
✓	Project Team Development and Governance Support	✓	Specialty Vendor Coordination and Management
		✓	Pay Application Review
		✓	Change Management and Cost Issue Reviews
		✓	Project Progress Reporting
		✓	Conduct Project Closeout



RIC MILLER

PRINCIPAL-IN-CHARGE

PROFILE

Sense of accomplishment is at the root of Ric's passion for the construction industry. Ric finds it very motivating and truly inspiring to experience the progress on a jobsite week by week and month by month overseeing and observing what a diverse group of people have accomplished. Starting with a University of Wisconsin Construction Administration degree, Ric personally brings almost 40 years of experience in the construction industry to the table with a valuable mix of 17 years serving the constructor's role as CMGC with the balance of the years serving as Owner's Representative leading the project team on the journey to success.

A lesson that Ric has learned along the journey in life is that there are certain things that we all covet, but which we can't begin to receive until we first give them away to others. Respect is one of those things and is a cornerstone of Ric's interactions with all people

EDUCATION & EXPERIENCE

BS Construction Administration University of Wisconsin-Madison

44 years in the Construction industry

SELECTED PROJECT EXPERIENCE

Port Washington Public Safety Building Port Washington, WI | \$35M

COLLABORATIVE TEAM | TAX EXEMPT | COMMUNITY ENGAGEMENT | MULTIPLE DEPARTMENTS | HIGH PROFILE/PUBLIC PROJECT | PUBLIC PROJECT COMMUNICATIONS

Historic Haymarket Milwaukee Future Museum Project Milwaukee, WI | \$240M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | CITY OF MILWAUKEE | DEMOLITION/ABATEMENT

E-One, Inc. Plant 4 Expansion Ocala, FL | \$23.5M

COLLABORATIVE TEAM | PUBLIC SAFETY INDUSTRY | MULTIPLE BUILDING/PHASES | DEMOLITION/ABATEMENT | COMMUNITY ENGAGEMENT | ACCELERATED SCHEDULE | OCCUPIED CAMPUS

Spartan Emergency Response. Manufacturing Plant Expansion Brandon, SD | \$20M

COLLABORATIVE TEAM | PUBLIC SAFETY INDUSTRY | MULTIPLE BUILDING/PHASES | DEMOLITION/ABATEMENT | COMMUNITY ENGAGEMENT | ACCELERATED SCHEDULE | OCCUPIED CAMPUS

School District of Menomonee Falls - 2016 Referendum Work Menomonee Falls, WI | \$37M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | OCCUPIED CAMPUS

Milwaukee Regional Medical Center - Thermal Energy Plant & Distribution System Milwaukee, WI | \$246M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | CITY OF MILWAUKEE | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Froedtert Health - Parking Area 6 Milwaukee, WI | \$80M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | CITY OF MILWAUKEE | OCCUPIED CAMPUS

Cedar Community - The Lofts at Cedar Lake West Bend, WI | \$35M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | LOCAL PROJECT | OCCUPIED CAMPUS | PROPERTY DEVELOPMENT

West Bend Badger Middle School West Bend, WI | \$27M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | OCCUPIED CAMPUS

CAMPUS West Bend Silverbrook Intermediate School West Bend, WI | \$28M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | OCCUPIED CAMPUS

MRMC West Campus Development Project Phase 1 Milwaukee, WI | \$54M

COLLABORATIVE TEAM | TAX EXEMPT | COMMUNITY ENGAGEMENT | CITY OF MILWAUKEE | OCCUPIED CAMPUS





MAURA RIORDAN

PROJECT MANAGER

PROFILE

Maura brings to MC Group over 20 years of construction experience managing a wide variety of projects. From highly complex healthcare projects here in Wisconsin, to large-scale tenant buildouts in Chicago, to managing the design and construction of projects across the country, Maura has developed excellent communication skills and a strong work ethic. She instills a collaborative team approach in each project to ensure the client's needs are met, risks are identified and mitigated, and the project is completed on time, on budget and with the highest standard of quality.

EDUCATION & EXPERIENCE

BS Architecture
University of Illinois, Urbana-Champaign

25 years in Construction Industry

COMMUNITY/INDUSTRY TRAINING

LEED AP
OSHA 30-Hour
Wauwatosa School District Task Force 2075

SELECTED PROJECT EXPERIENCE

Port Washington Public Safety Building
Port Washington, WI | \$35M

COLLABORATIVE TEAM | TAX EXEMPT | COMMUNITY ENGAGEMENT | MULTIPLE DEPARTMENTS | HIGH PROFILE/PUBLIC PROJECT | PUBLIC PROJECT COMMUNICATIONS

Historic Haymarket Milwaukee Future Museum Project
Milwaukee, WI | \$240M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | CITY OF MILWAUKEE | DEMOLITION/ABATEMENT

Children's Wisconsin - Pediatric ICU Expansion Project
Milwaukee, WI | \$26M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | CITY OF MILWAUKEE | OCCUPIED CAMPUS

Froedtert Health - Inpatient Support Renovations
Menomonee Falls, WI | \$9.4M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | CITY OF MILWAUKEE | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Froedtert Health - Sargeant Health Ambulatory Surgery Center
Milwaukee, WI | \$7M

COLLABORATIVE TEAM | MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | CITY OF MILWAUKEE | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Oconomowoc Memorial Hospital - Patient Tower
Oconomowoc, WI | \$70M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Froedtert Health - Parking Area 6
Milwaukee, WI | \$80M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | CITY OF MILWAUKEE | OCCUPIED CAMPUS

Oconomowoc Memorial Hospital - Emergency Department and Siftwork
Oconomowoc, WI | \$3M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Oconomowoc Memorial Hospital - Surgery Family Lounge
Oconomowoc, WI | \$800K

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Waukesha Memorial Hospital - Mukwonago: Emergency Department & Patient Tower
Mukwonago, WI | \$100M

COLLABORATIVE TEAM | MULTIPLE BUILDING/PHASES | TAX EXEMPT | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT

Truman State University - Campus Planning and Renovations
Kirksville, MO | Varies

MULTIPLE FUNDING SOURCES | MULTIPLE BUILDING/PHASES | TAX EXEMPT | COMMUNITY ENGAGEMENT | OCCUPIED CAMPUS | DEMOLITION/ABATEMENT



SECTION 3

Experience

"[We] extend our sincere appreciation for the leadership and guidance that you [Ric Miller] and the MC Group have provided in managing our complex campus Thermal Power Plant Project. Your organization and ongoing management of the many aspects of the project allowed our administration and board comfort and confidence over the entire 5-year journey. Your meticulous management and monthly reporting of the detailed project financial status allowed MRMC Thermal and the campus members to invest project savings into plant reliability and efficiency-added features as the project proceeded, giving us far more in the end than we originally planned. Thanks for guiding us down that successful path."

Mark Geronime, PE | Vice President of Operations
Milwaukee Regional Medical Center Thermal Services, Inc



MC GROUP'S PROVEN RECORD OF SUCCESS

OWNER'S REPRESENTATION EXPERTISE AND EXPERIENCE

At MC Group, we have found that a collaborative project team has improved outcomes and increased project delivery speed, while promoting cost efficiency and reducing overall risk to both the Owner and the project. An outcome of completing decades of successful and collaborative projects, MC Group has developed strong, professional relationships with most qualified AE and CMAR firms in the regional market, and look forward to continuing this tradition working with FGM Architects and the selected CM team members.

Utilizing the collaborative team approach that MC Group outlines in this proposal, the Village of Germantown can take advantage of a huge range of project experience. Ric, and Maura have extensive project experience with highly complex and technical campus and building construction, including hospitals, schools, corporations, and industrial facilities. Project examples include multi-story vertical high-rise expansions above high acuity inpatient units for extremely vulnerable transplant patients, and demolition

and deep excavations adjacent densely populated and busy campuses, just feet away from the busiest Emergency Department in Milwaukee County. Our unique experiences also range to oversight of sensitive archaeological excavations of pauper graves, with careful removal of human remains through collaboration with UW Milwaukee archaeologists.

While these unique experiences may not directly apply to the Village of Germantown's New Police Department building project, it demonstrates our capabilities to develop unique and collaborative solutions.

Services for clients and projects routinely include tracking progress, schedule, budget, costs, cost forecasting, diversity and inclusion engagement, as well as helping to guide major decisions and navigate project changes.



CITY OF PORT WASHINGTON

PUBLIC SAFETY BUILDING

Originally established with a \$35 million total project budget, the Port Washington Public Safety Building project was successfully value-engineered to approximately \$32 million through a disciplined and highly collaborative preconstruction process led by MC Group as the Owner's Representative.

The new Public Safety Building will consolidate police, fire, and civic functions into a unified shared campus while modernizing and expanding the City's existing public safety infrastructure.

The police component of the facility includes secure police administration space, a virtual indoor training range, secure evidence storage, a squad garage with integrated sallyport operations, and dedicated emergency operations space designed to support critical incident management and continuity of operations. The fire department portion includes fire administration, a six-bay apparatus area, and full-time living quarters designed to support 24/7 operations. Shared spaces between the police and fire functions include a public lobby, large training and courtroom space, and a shared fitness room intended to support both operational readiness and staff wellness.

As Owner's Representative, MC Group has led overall project coordination and management efforts including schedule oversight, budget management, design-phase coordination, value engineering, procurement support, stakeholder engagement, construction administration, and ongoing communication between the City, consultants, contractors, and user groups. MC Group continues to guide the project through active construction with occupancy anticipated in Summer 2026.

PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Occupied Campus	✓	High-Profile / Public Project
✓	Public Project Communications	✓	Community Engagement	✓	Municipal Project	✓	Public Safety Project

SERVICES

- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Development
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE

INDUSTRY

Public Safety

YEAR

2026

FINANCIAL

\$35M Overall – trending to \$32M

ARCHITECT

Bray Architects

CONSTRUCTION

C.D. Smith Construction



WISCONSIN MUSEUM OF NATURE & CULTURE

FUTURE MUSEUM

Located on 2.4-acres in the Haymarket neighborhood, adjacent the city's Deer District, the Future Museum will be the largest cultural project in Wisconsin's history. Following abatement and demolition of several existing buildings, an approx. 200,000 SF, five-story building will house an open atrium gathering space, four floors of exhibits, two gardens (one rooftop) and a butterfly vivarium. A parking structure and offset collections storage are also planned.

MC Group is helping to guide the Museum through each milestone necessary to secure funding through multiple sources, including State, County and private funding. The funding process also includes pursuit of other public funding sources such as brownfield funding and New Market Tax Credit allocations.

SERVICES

- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Mgmt
- Project Scope Validation
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE
- Project Close-out/Oversight

INDUSTRY

Cultural, Educational

YEAR

2022-Ongoing

FINANCIAL

\$240M Overall

ARCHITECT

Kahler Slater/Ennead

CONSTRUCTION

Mortenson

PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Multiple Building/Phases	✓	Demolition/Abatement
✓	Multiple Funding Sources	✓	City of Milwaukee	✓	Community Engagement	✓	High Profile/ Public Project



MILWAUKEE REGIONAL MEDICAL CENTER
REDEVELOPMENT PHASES 1 THRU 3

The Milwaukee Regional Medical Center (MRMC) project encompasses a series of projects, the majority of which are west of 92nd St, north of Wisconsin Avenue, east of 141 and south of Watertown Plank road, consisting of approximately 80 acres. The current projects consist of mass grading across the 80 acres with relocation of removed materials on site, roadway design, installation of underground infrastructure and construction of 0.35 miles of 95th Street, 0.26 miles of Doyne Extension, 0.12 miles reconstruction of 92nd Street, the driveway relocation of Kathy's House, surface parking lot construction and retention pond expansion. The project budget is approximately \$54M and the Owner's Representative project duration is 30 months.

The role of MC Group on this project is to serve as MRMC's principal point of contact and liaison between the Engineer, CM and MRMC's Consultants throughout the project. MC Group monitors and ensures quality, timely and cost-sensitive design and construction while maintaining professional relationships with all parties. MC Group is also responsible for monitoring, reporting and identifying discrepancies in the budget or schedule and provide early warning of problems that may affect either, as well as reviewing Applications for Payment, invoices and Change Orders, making recommendations to MRMC.

SERVICES

- Team Selection
- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Development
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE

INDUSTRY

Community, Medical

YEAR

2022-Ongoing

FINANCIAL

\$100M Overall

ENGINEER

Graef

CONSTRUCTION

Walbec

PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Occupied Campus	✓	Demolition/Abatement
✓	Multiple Project Phases	✓	City of Milwaukee	✓	Community Engagement	✓	Environmentally Contaminated Properties





MILWAUKEE REGIONAL MEDICAL CENTER

THERMAL ENERGY PLANT & DISTRIBUTION SYSTEMS

In 2014 the members of MRMC formed MRMC-Thermal with the intent to purchase, expand, upgrade, and operate the centralized plant. On 4/21/2016 MRMC Thermal closed on the property and proceeded with the major upgrades and expansion projects with the goal of increasing reliability, redundancy, and increased efficiency.

The high-risk nature of the business plan, and no ability to fund budget overages, prompted MRMC to engage Ric Miller's support. Ric was able to work with Bob Mlynarek to guide the project budget back into alignment. Throughout the course of the project, with detail monitoring and forecasting, the project was able to use significant budget savings to re-invest those dollars into additional system improvements.

The overall budget supported three projects including a temporary boiler plan, and conversion of the main plan from coal to natural gas while adding n+ 1 redundancy. The third project focused on distributing chilled water and steam to multiple landowners and tenants throughout the MRMC Campus. The 36" and 48" pipelines crossed Watertown Plank Road, a major thoroughfare providing access to US Hwy 41. From there, the pipelines had to be distributed throughout the campus to multiple end users, running parallel and crossing multiple campus roadways. Ric coordinated and communicated with the project's CMGC and MRMC Campus' Mark Geronime daily to ensure the project phasing, utility coordination, and pedestrian and vehicle traffic management prevented any impacts to the busiest campus in the Milwaukee regional area.

PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Occupied Campus	✓	Multiple Project Phases
✓	Multiple Funding Sources	✓	Community Engagement	✓	Utilities	✓	Multiple Municipalities

SERVICES

- Team Selection
- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Development
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE
- Project Closeout Oversight
- Oversight of CMGC Contracting

INDUSTRY

Community, Medical

YEAR

2018

FINANCIAL

\$246M

ENGINEER

Burns & McDonnell Engineering
Company, Inc.

CONSTRUCTION

Boldt





WEST BEND SCHOOL DISTRICT

2012 Referendum Projects: Silverbrook Middle School Addition and Green Tree Elementary School Renovations

The 2012-approved \$22.8M referendum encompassed a 180,000 SF new addition to the Silverbrook Middle School providing the students a new food servery and cafeteria, and a new gym and classrooms. Renovations were performed at Green Tree Elementary. The work was necessary to support the District's realignment strategy based on changing student enrollment.

Point of interest: the hallways included decorative patterns that replicated streams and brooks in celebration of the name of the school and indigenous surroundings.



PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Occupied Campus	✓	Multiple Project Phases
✓	Demolition/Abatement	✓	Community Engagement	✓	Municipal Project	✓	Public Project Communications

SERVICES

- Team Selection
- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Development
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE

INDUSTRY

Community, Education

YEAR

2015

FINANCIAL

\$22.8M Overall

ARCHITECT

Eppstein Uhen Architects

CONSTRUCTION

VJS Construction Services



WEST BEND SCHOOL DISTRICT

2009 Referendum Project: Badger Middle School

The 2009-approved \$27.4M referendum encompassed much-needed improvements at Badger Middle School including partial demolition of the outdated facility which was beyond its useful-life. A 125,000 SF building addition included new modern classrooms, and renovations to existing spaces provided new safe and secure building entries. MC Group represented the District from referendum approval through occupancy.

Point of interest: Some historic architectural elements were salvaged from the original 1925 West Bend high school and incorporated into this new construction as a means of preserving the original community historical importance.



PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Occupied Campus	✓	Multiple Project Phases
✓	Demolition/Abatement	✓	Community Engagement	✓	Municipal Project	✓	Public Project Communications

SERVICES

- Team Selection
- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Development
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE

INDUSTRY

Community, Education

YEAR

2009

FINANCIAL

\$27.4M Overall

ARCHITECT

Zimmerman Architectural Studios

CONSTRUCTION

VJS Construction Services



MENOMONEE FALLS SCHOOL DISTRICT
DISTRICT WIDE EXPANSION/IMPROVEMENTS

The scope of this project included extensive capital improvements and upgrades throughout multiple facilities including the Valley View Elementary School, Shady Lane Elementary School, North Middle School, and Menomonee Falls High School. The referendum included a plethora of capital improvements, facilities upgrades, the mass demolition of an outdated facility, 128 individual projects at 5 different locations within the district. Individual cost tracking and management were developed for each group of projects under the overall referendum.

SERVICES

- Team Selection
- Preconstruction Services/Oversight
- Bidding/GMP/Total Project Budget Development
- Construction Administration/Oversight
- Project Financial Management
- Project Management of Owner's FFE

INDUSTRY

Community, Education

YEAR

2018

FINANCIAL

\$37.2M Overall

ARCHITECT

Eppstein Uhen Architects

CONSTRUCTION

VJS Construction Services

PROJECT ELEMENTS

✓	Collaborative Team Approach	✓	Tax-Exempt	✓	Occupied Campus	✓	Multiple Project Phases
✓	Multiple Funding Sources	✓	Community Engagement	✓	Municipal Project	✓	Demolition/Abatement

ADDITIONAL PROJECT EXPERIENCE

In addition to the highlighted representative projects on the previous pages, below are additional project examples completed by MC Group team members that further demonstrate our expertise and experience related to the Village of Germantown Police Department project.



FROEDTERT HEALTH

SOUTHEAST CAMPUS: CANCER CENTER, CFAC & PARKING

\$0.5 billion development of the southeast corner of their campus, including the state-of-the-art cancer care center and 12-story Center for Advanced Care (CFAC), constructed to house medical services to support efficient care coordination for specialized medical services including cardiac, transplant, surgical and interventional care.

COLLABORATIVE TEAM | LOCAL PROJECT | TAX EXEMPT | URBAN SITE | DEI MONITORING
DEMOLITION/ABATEMENT | HIGH PROFILE/PUBLIC PROJECT | COMMUNITY ENGAGEMENT
SUSTAINABLE BUILDING SYSTEMS | NEW SITE DEVELOPMENT



CHILDREN'S WISCONSIN

MILWAUKEE CAMPUS IMPROVEMENT: SURGERY, CRAIG YABUKI TOWER, CENTRAL GENERATOR & SKYWALK BUILDINGS

\$385 million redevelopment of the Milwaukee Children's campus, including the 155,000 sf state-of-the-art Emergency Department, the 6-story, 237,000 sf Craig Yabuki Tower which houses ambulatory clinical services, and an 83,000 SF complete renovation-in-place of the existing surgical platform.

COLLABORATIVE TEAM | LOCAL PROJECT | TAX EXEMPT | URBAN SITE | DEI MONITORING
DEMOLITION/ABATEMENT | HIGH PROFILE/PUBLIC PROJECT | COMMUNITY ENGAGEMENT
SUSTAINABLE BUILDING SYSTEMS | NEW SITE DEVELOPMENT



CEDAR COMMUNITY

THE LOFTS AT CEDAR LAKE

\$35 million development of the Lofts at Cedar Lake within the Cedar Community senior living campus on the shores Big Cedar Lake in West Bend WI. Construction progressed through phases to minimized disruptions and to allow a phased lease/occupancy program all while working on an active campus and within the 24/7 occupied main facility.

COLLABORATIVE TEAM | LOCAL PROJECT | PROPERTY DEVELOPMENT | TAX-EXEMPT |
MULTIPLE FUNDING SOURCES | OCCUPIED CAMPUS | COMMUNITY ENGAGEMENT



WEST BEND MUTUAL INSURANCE

NEW CORPORATE HEADQUARTERS & UPDATES

\$73 million development, this 210,000-square-foot corporate headquarters expansion included open office areas, private offices, conference and meeting rooms. The project also included a kitchen and serving area, a fitness center as well as extensive remodeling of their existing facility including doubling the size of their existing data center.

COLLABORATIVE TEAM | LOCAL PROJECT | DEMOLITION/ABATEMENT | COMMUNITY ENGAGEMENT
SUSTAINABLE BUILDING SYSTEMS | OCCUPIED CAMPUS



E-ONE, INC.

PLANT 4 MANUFACTURING EXPANSION

\$23.5 million expansion of their manufacturing plant that manufactures fire apparatus and emergency vehicles. This 4-phase project adds over 75,000 sf to their current operations in order to meet the growing industry demands by increasing production by 35%. Project is in construction and scheduled to complete by first quarter of 2027.

COLLABORATIVE TEAM | PUBLIC SAFETY INDUSTRY | DEMOLITION/ABATEMENT | COMMUNITY ENGAGEMENT
ACCELERATED SCHEDULE | OCCUPIED CAMPUS

ADDITIONAL PROJECT EXPERIENCE

In addition to the highlighted representative projects on the previous pages, below are additional project examples completed by MC Group team members that further demonstrate our expertise and experience related to the Village of Germantown Police Department project.



SPARTAN EMERGENCY RESPONSE

MANUFACTURING PLANT EXPANSION

A \$20 million expansion of their manufacturing plant that manufactures fire apparatus and emergency vehicles. This multi-phase project adds nearly 56,000 sf to their current operations in order to meet the growing industry demands by increasing production by 40%. The Project is in construction and scheduled to complete in less than a year.

COLLABORATIVE TEAM | PUBLIC SAFETY INDUSTRY | DEMOLITION/ABATEMENT | COMMUNITY ENGAGEMENT
ACCELERATED SCHEDULE | OCCUPIED CAMPUS



WISCONSIN ENERGY INSTITUTE

Wisconsin Energy Institute is a new 107,000 SF research and education facility located in the heart of the science and technology campus at UW-Madison. The building, opened in 2012, is LEED Gold Certified and uses 52% less than energy code minimum, while supporting essential research that is focusing on moving the world toward clean energy systems and solutions.

COLLABORATIVE TEAM APPROACH | STATE OF WI FUNDING AND PAY REQUESTS | TAX-EXEMPT | DEI MONITORING NEW SITE DEVELOPMENT/ENTITLEMENTS | COMMUNITY ENGAGEMENT • URBAN SITE | LOCAL PROJECT | HIGH PROFILE/PUBLIC PROJECT



CITY OF FITCHBURG LIBRARY

The City of Fitchburg developed the new two-story, 36,000 SF building to house their 60,000 item collection and serve their growing community well into the future. The LEED Gold certified building was funded by both public funding and through a Capital Campaign lead by the Friends of Fitchburg Library.

COLLABORATIVE TEAM APPROACH | TAX-EXEMPT | NEW SITE DEVELOPMENT/ENTITLEMENTS
COMMUNITY ENGAGEMENT | HIGH PROFILE/PUBLIC PROJECT



MADISON CENTRAL LIBRARY

The Madison Public Library is a 120,000 SF redevelopment of the existing 45-year-old building in the heart of downtown. The new building, opening in 2013, was completely transformed, stripping down to the structure and adding a vertical expansion to provide a user-centric environment that also serves as a community destination and enhances Madison's cultural offerings.

COLLABORATIVE TEAM APPROACH | TAX-EXEMPT | COMMUNITY ENGAGEMENT | URBAN SITE | HIGH PROFILE/PUBLIC PROJECT



UNITED COMMUNITY CENTER

NEW CONSTRUCTION FOR EARLY LEARNING ACADEMY

\$12.1 million, new 3-story, 34,300 SF, Early Learning Academy serving infants to 3K. The building consists of (17) classrooms, multi-purpose room, indoor and outdoor playground areas, and kitchen. Included the razing of (7) houses and a daycare building, phase II environmental study, asbestos abatement, utility disconnects and relocates, and soil testing for the new Early Learning Academy building.

COLLABORATIVE TEAM | CITY OF MILWAUKEE | PROPERTY DEVELOPMENT | TAX-EXEMPT |
MULTIPLE FUNDING SOURCES | OCCUPIED CAMPUS | COMMUNITY ENGAGEMENT

MC GROUP REFERENCE



May 20, 2026

To Whom It May Concern,

It is my understanding that the Village of Germantown is considering hiring MC Group to act as the Village's Owners Representative for a construction project on a new Police Building. The City of Port Washington will be concluding a similar project in the next couple of months. I am writing this letter to recommend using MC Group for your project as well.

MC Group served as the Owner's Representative for the Port Washington Public Safety Building project and was an important part of keeping the project organized, moving forward, and aligned with the City's goals throughout design and construction.

Their team communicated effectively with all parties involved in the project, from the City Staff to the general contractors, as well as subcontractors and other vendors needed to make the project a success, and did a great job coordinating between City, the design team, contractors, and end users.

They were responsive when issues came up and worked to resolve concerns quickly before they became larger problems impacting budget or schedule. MC Group also demonstrated a strong understanding of the operational needs and security considerations associated with public safety facilities. They understood the importance of balancing construction requirements with the day-to-day operational needs of police and emergency services personnel. Throughout the project, MC Group provided consistent oversight related to schedule, budget, procurement, and construction coordination while maintaining a professional and collaborative approach.

Because of MC Group's involvement in the project, and the amount of work, follow up and coordination they provided, more time than I can estimate was saved for City Police and Fire command personnel to work on other department business or to really research key aspects of construction and wants. They truly took much of the workload off of city staff, and made the whole experience less stressful, and more efficient than, in my opinion, it would have otherwise been. I am happy to say that they were integral to the project completing on time and under budget.

Based on our experience, I would strongly recommend MC Group for similar public safety and municipal facility projects.

Please feel free to contact me if you would like to discuss our experience further.

Sincerely,

Craig Czarnecki, Captain of Police
262-284-8922
cczarnecki@portwashingtonwi.gov

SECTION 4

Project Approach

"Ric and his team brought overarching leadership and expertise in managing the entire process from initial planning and smart budget planning through design, construction and occupancy. They brought a calm, calculated and steady hand to the complexities of our facilities initiatives."

Sue Smith | President, Nativity Jesuit Academy

PROJECT UNDERSTANDING

MC Group understands the Village of Germantown is undertaking the development of a new Police Department facility at N122W17177 Fond du Lac Avenue in Germantown, Wisconsin, on the site of the former Department of Public Works (DPW) facility. The project also includes utility infrastructure sanitary sewer and water main extensions that will be overseen by the Village Engineer.

The Village's goal is to deliver a modern, purpose-built public safety facility that supports current operational needs while accommodating future growth, evolving service demands, and modern law enforcement best practices. The facility is anticipated to include specialized public safety components such as a live-fire indoor training range, secure evidence storage, sallyport operations, emergency operations space, and integrated security and technology systems requiring careful coordination throughout design and construction.

The Village has selected the Architectural/Engineering (A/E) team and is in the process of selecting the Construction Manager at Risk (CMAR). MC Group will complete the team roster as Owner's Representative to serve as the Village's advocate by providing project leadership, coordination, budget oversight, schedule management, and strategic guidance necessary to support successful project delivery below the Village's established \$35 million Total Project Budget.

Drawing from MC Group's experience supporting complex public safety projects, including the Port Washington Public Safety Building that combines both police and fire department operations within a single facility, we understand the operational and security challenges associated with modern law enforcement and emergency services facilities. We recognize the importance of balancing operational requirements, security considerations, constructability, budget constraints, and long-term functionality throughout the planning and construction process.

MC Group will function as an extension to the Department's staff and to the Village's leaders while always acting in the best interest of the Owner without conflicting interests. We will bring our extensive experience, knowledge, processes and tools to guide the Project Team to successful outcomes by all measures.

OWNER'S REPRESENTATIVE BENEFITS



YOU HAVE ENOUGH TO LEAD. WE HANDLE THE REST.

A Police Chief shouldn't have to be a construction manager, contract administrator, budget analyst, and project coordinator.
THAT'S WHERE WE COME IN.



WE KEEP THINGS MOVING AND PROBLEMS FROM GROWING.

We organize decisions, coordinate the moving parts, identify issues early, review costs and change orders, and keep communication flowing between the architect, contractor, Village staff, and user groups—so priorities never get lost.



WE PROTECT WHAT MATTERS. OPERATIONAL SUCCESS.

For public safety facilities, details matter. From evidence storage and sallyports to emergency operations and security systems, small missteps in design or construction can have big operational consequences.



FOCUSED ON EFFICIENCY. ALIGNED ON RESULTS.

The CMAR builds the project. We make sure it's the right project, delivered the right way—efficiently, on budget, and aligned with the operational needs of your Police Department.



BETTER TOGETHER. STRONGER OUTCOMES.

The best projects happen when the CMAR and Owner's Representative work collaboratively—with clearly different roles and a shared mission.

PROJECT APPROACH

Our approach is focused on efficiency, cost-effectiveness, and collaboration with your team and all project stakeholders, ensuring a streamlined process and successful project delivery. Based on our extensive experience from preconstruction to construction management and project oversight, we have developed a scope of services tailored specifically to meet the needs of your projects while avoiding duplication of efforts with the Architect and CMAR. Our goal is to work seamlessly with the Village of Germantown's project team, leveraging our expertise to add value and support the successful completion of the project.



Our Project Approach, how we intend to work with your team, and outlined services is comprehensive to the services outlined and requested in your RFP.

PROJECT PHASING & KEY OUTCOMES

We have organized our approach and services by each phase of your project as was organized in your RFP and offer our estimate on duration of each phase along with the key outcomes by phase. While the Pre-Design phase only represents 25% of the overall project duration, you will see how critical the outcomes of this phase are to the successful delivery and activation of your project. We are anxious to join forces with your team to integrate our plans and execute to achieve the Village of Germantown for the future.



PHASE 1: DESIGN & PRE-CONSTRUCTION	PHASE 2: BIDDING & PROCUREMENT
- Engagement and execution of due diligence to support the project development - Review and alignment of AE and CM contracts - Planning & Schedule development - Budget development, validation & designing to target budget - Aligned Project governance and decision-making - Design deliverables review with users - Cost estimating and project options review - Equipment layout and procurement plan	- Disruption avoidance and site utilization planning - Permitting and AHJ approvals - Deliver complete and transparent bids that inform the final GMP - GMP establishment and contracts
PHASE 3: CONSTRUCTION PHASE	PHASE 4: OCCUPANCY & CLOSE-OUT
- Budget and schedule management - Pay application review and approvals - Change management with Owner team - On-site status review and observations - Owner systems coordination - Activation planning and support	- Occupancy permitting and approvals - Activation and move execution - Customer training and commissioning - Project closeout documentation and warranties - Project costs and contract close-out

PHASE 1: DESIGN & PRE-CONSTRUCTION PHASE

1 Conduct "Kick-Off" Meeting

Meet with Village representatives, A/E team, CMAR, and key stakeholders to confirm project goals, operational priorities, communication protocols, reporting expectations, decision-making processes, and project success criteria. Establish meeting cadence, information flow, and project coordination procedures.

2 Review Existing Project Information & Due Diligence

Review available project documentation, studies, planning materials, contracts, and due diligence efforts to understand project status, accomplishments, risks, and immediate action items. Evaluate needs related to surveys, geotechnical work, utilities, environmental matters, permitting, and validation of specialized public safety design requirements including the live-fire range, IT/security systems, and specialized HVAC systems.

Determine what imminent planning resources may be necessary to engage to further advance the due diligence and planning phases of the project.

3 Review Architect / Engineer Agreement

Review the A/E agreement and provide recommendations regarding scope alignment, deliverables, responsibilities, project controls, and potential clarifications or amendments supporting the Village's interests.

4 Review CMAR Agreement

Review the CMAR agreement and provide observations and recommendations regarding contract terms, risk allocation, project controls, procurement requirements, GMP development, and overall contractual alignment with project goals.

5 Support Land Acquisition & Entitlement Activities

Because the Fond du Lac Avenue site is already owned by the Village and zoned Institutional, MC Group will assist the Village with remaining site due diligence, permitting, utility extensions, and closing-related activities as necessary to support timely project advancement.

6 Develop Master Project Schedule

Develop and maintain an integrated Master Project Schedule encompassing planning, design, permitting, procurement, construction, commissioning, and occupancy milestones. Monitor schedule risks, long-lead procurement items, phasing requirements, and critical path activities supporting the targeted 2028 occupancy.

7 Develop & Maintain the Total Project Budget

Establish and maintain a comprehensive Total Project Budget and project cost tracking system inclusive of construction costs, owner-direct costs, soft costs, contingencies, escalation, and forecasted exposures. Total Project Budget includes Construction Costs, Design and Management Fees, Soft Costs, Owner's Equipment, Appliances, Furniture and Furnishings, IT/Phone Systems, Audio Visual Systems, Security Systems, Signage & Graphics and other Owner procured items necessary to deliver a completed project.

8 Establish Project Meetings & Reporting Structure

Establish regular coordination meetings, agendas, action item tracking, reporting responsibilities, and project controls necessary to monitor progress, drive accountability, and support timely decision-making.

PHASE 1: DESIGN & PRE-CONSTRUCTION PHASE (continued)

9 Manage Design Phase Planning & Coordination

Coordinate progression through schematic design, design development, and construction document phases by establishing design schedules, milestones, deliverables, and decision points aligned with project goals, budget, and schedule.

10 Review Design Progress & Cost Estimating

Coordinate and audit CMAR cost estimates at established design milestones to ensure the project is consistently "designed to budget" rather than "priced to completed design". Review estimates, identify cost drivers, evaluate value management opportunities, and protect operational requirements.

11 Manage Approvals & Permitting Strategy

Coordinate with the project team to develop and maintain a comprehensive approvals, permitting, and regulatory compliance schedule supporting uninterrupted project progression.

12 Establish Design Milestones & Deliverables

Facilitate planning and design meetings, establish milestone deliverables, and monitor completion of project objectives within the approved overall schedule.

13 Evaluate Energy & Operational Efficiency Opportunities

Review Focus on Energy opportunities, sustainability measures, value engineering concepts, operational efficiencies, and lifecycle considerations supporting long-term facility performance.

14 Develop Owner-Direct Cost Estimates

Coordinate development of cost estimates for owner-direct project categories including IT, security, AV, FF&E, kitchen equipment, specialty systems, and other non-construction costs for inclusion in total project budget reporting.

15 Maintain Project Cost Tracking & Reporting

Maintain MC Group's Total Project Cost Status Report (TPCSR) and related cost logs to provide current, comprehensive, and audit-ready financial tracking throughout the project.

MANAGING PROJECT TIME



- Establish key project milestones and keep in clear focus with entire Project Team
- Assure Project Team commitments through collaborative planning and understanding of each stakeholders needs to succeed
- Assess time and schedule impacts with all project changes
- 6-week look ahead schedules essential to day-to-day planning
- Regular schedule updates throughout project



PHASE 2: BIDDING & PROCUREMENT PHASE

16 Review Procurement & Bid Strategy

Review CMAR subcontractor procurement strategy, trade package structure, invited bidder lists, bid coverage, and budget allocations by trade division. Support compliance with municipal procurement requirements, Wisconsin statutes, and Village priorities related to local or M/WBE participation if applicable.

Align the current overall budget values by bid division so that each bid division has an established budget that is consistent with the scope included within each bid division solicitation.

17 Monitor Trade Bidding Process

Monitor subcontractor bidding activities to promote competitive pricing, adequate bid participation, fair procurement practices, and alignment between bid results and project budget objectives.

18 Support Bid Documentation & Selection Process

Assist in documenting bid results, post-bid scope reviews, recommendation summaries, budget variances, and contractor selection activities for trade packages and procurement decisions.

19 Support GMP Development & Review

Assist in development and review of the Guaranteed Maximum Price including schedule of values, bid tabulations, allowances, contingencies, general conditions, exclusions, qualifications, contract documents, and schedule assumptions. The GMP Amendment and associated exhibits are critical to enforcement of the CMAR's obligations and compliance to the many business terms.

20 Monitor Schedule, Phasing & Constructability

Review schedule sequencing, construction phasing, logistics, and constructability considerations to maintain alignment with project goals, operational requirements, and late 2028 occupancy target.

21 Review Safety, Site Logistics & Disruption Avoidance Plans

Review CMAR safety plans, site utilization plans, logistics strategies, and disruption mitigation procedures to confirm adequate planning for project execution.

MANAGING PROJECT COSTS

Financial management is essential in the success of any project. MC Group has been a leader in developing simple yet proven proprietary financial systems and processes.

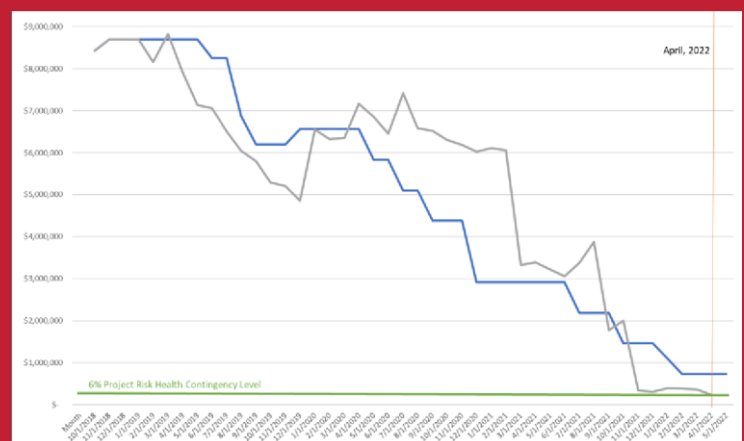
We work closely with the Project Team – especially your Construction Manager – to proactively understand costs, mitigate risks, and forecast the overall budget effectively to support the Village of Germantown.



Key elements of our approach include the following:

- Real-time cost tracking and forecasting in the TPCSR
- Regular Change Management meetings with the CM and Owner to review potential risks and resolve cost impacts fair and reasonably
- Cost Event Log updated regularly to include approved and anticipated cost issues
- Rigorous Pay Application review to assure all costs are in accordance with contract terms
- Contingency Waterfall to understand the overall financial Project Health

Contingency Waterfall



PHASE 3: CONSTRUCTION PHASE

22 Manage Project Communications

Facilitate project communications and information management among the Village, A/E team, CMAR, vendors, and stakeholders to support efficient coordination and issue resolution.

23 Construction Observation & Progress Monitoring

Attend progress meetings and conduct regular site visits to monitor schedule performance, construction progress, quality of workmanship, and compliance with approved plans, specifications, and high-security operational requirements.

24 Facilitate Issue & Dispute Resolution

Assist the project team in proactively identifying, managing, and resolving project issues, conflicts, and disputes before they negatively impact budget, schedule, or project relationships.

25 Maintain Construction Cost Controls

Continue maintaining project cost reports, forecasts, commitments, and financial summaries. Review and recommend action on pay applications, budget transfers, contingencies, and other project financial matters. Review, log and document all cost commitments and invoices in an accurate, comprehensive and contemporaneous manner allowing for real time reporting and accurate cost projections.

26 Review Change Orders & Claims

Review, evaluate, negotiate, and recommend disposition of change orders and budget transfers, claims, and related financial adjustments in coordination with Village representatives.

27 Provide Weekly Project Reporting

Provide concise weekly project updates summarizing completed activities, upcoming milestones, schedule status, budget considerations, and emerging issues.

28 Provide Executive Reporting

Provide monthly executive reporting to Village leadership and governing bodies summarizing schedule, budget, procurement status, project progress, open issues, and photographic documentation as appropriate. Present in-person at Village Public Meetings.

29 Review Contractor Pay Applications

Review contractor pay applications and supporting documentation to verify compliance with contract requirements, project progress, approved changes, and applicable billing procedures. Record findings on the monthly generated Pay Application Review Forms. Track open observations until mutually resolved.

30 Coordinate Owner-Direct Procurement Activities

Assist the Village in planning, procurement coordination, scheduling, and integration of owner-direct systems, equipment, furnishings, technology, and specialty operational items. It is critical to begin planning these various systems early in the design phase so that architecturally significant elements are properly accommodated, and systems installation is ready and progresses sequentially and on time during construction.

PHASE 4: OCCUPANCY & CLOSE-OUT PHASE

31 Provide Occupancy / Activation Guidance

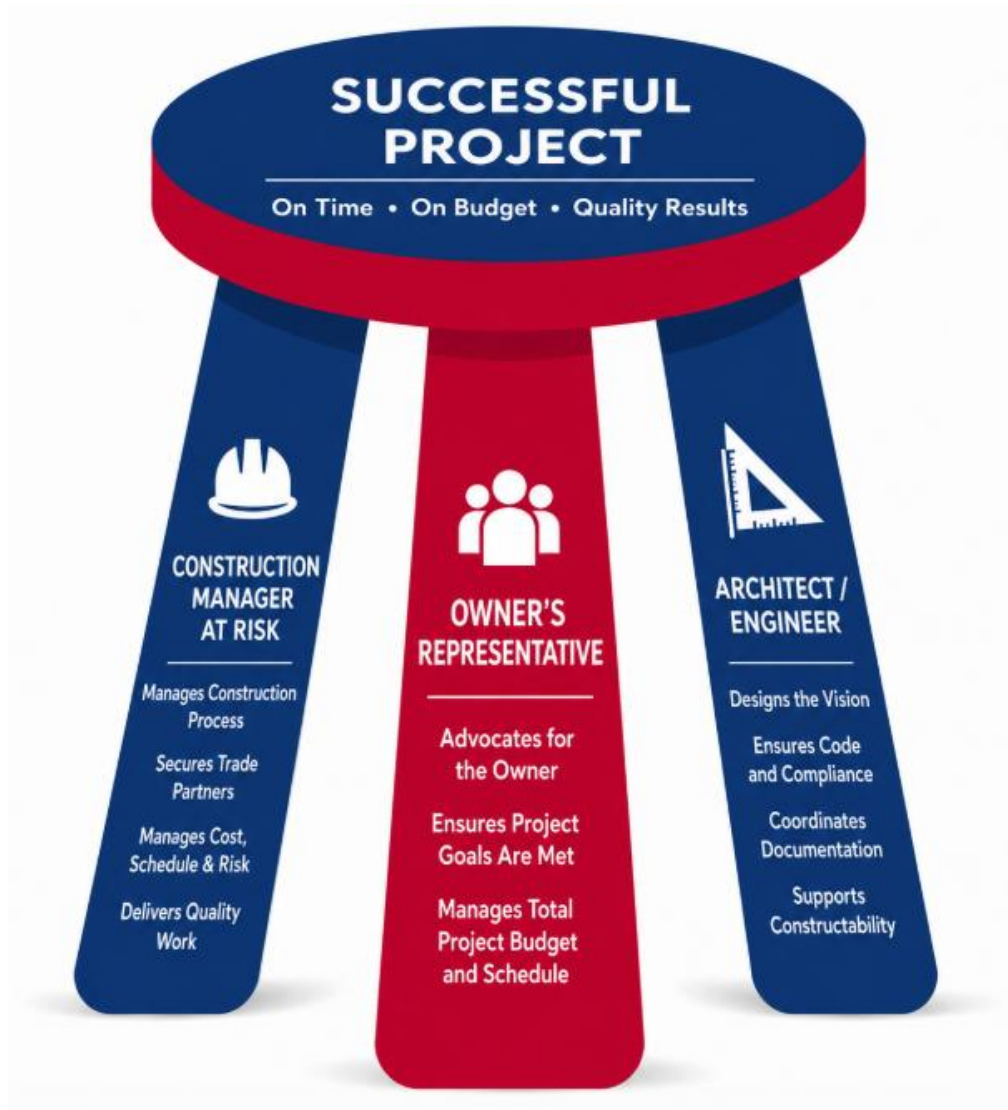
Provide general advisory support regarding occupancy, activation, and move planning coordination. Assist Owner's designated representatives in their planning and implementation of the related activities. Implementation of the pre-move and move services are assumed to be by Department internally designated individuals. MC Group can take on select tasks as specifically requested as an additional service if directed.

32 Manage Project Close-Out & Commissioning Support

Coordinate project close-out activities performed by designated and responsible parties including punch lists, commissioning, training, final documentation, warranty turnover, financial close-out, and testing of critical systems including security systems, evidence storage controls, range ventilation, and other specialized operational components.

33 Post-Occupancy Support

Remain available to assist the Village in addressing issues arising during transition, occupancy, warranty, and early operational periods.



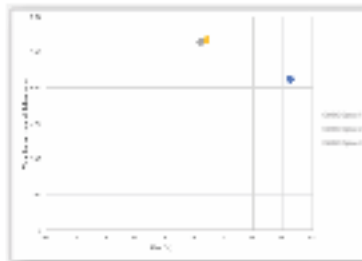
PROJECT TOOLS

The following are samples of project tools that MC Group uses to track, measure, manage and achieve success. These tools drive timely decision making, ensure budget accountability, and make sure there are no surprises.

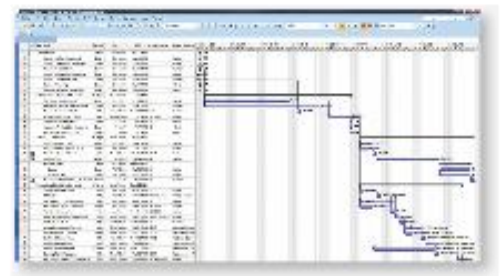
Communication to internal and external stakeholders is also key to successful outcomes. These tools use collaborative processes to draw out critical data and present it in a clear, concise and logical manner that produces confidence in the process and its outcomes.

Choosing by Advantage (CBA)
Decision Matrix

CBA Weighting
Data Driven Selections



Project Schedule Management



Pull Planning
Schedule Mapping



Total Project Cost Summary
Report/Cost Management



Monthly/Weekly Reports



Contingency Waterfall
Financial Risk Management



Pay Application and
Invoice Reviews



A3 One-Page Analyses
Weighing Options vs. Priorities



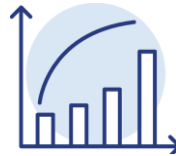
ADDED VALUE

MC Group has many examples of how we bring added value to our Owner's every day as part of our services, and they are supported by the key things we bring as a steward of your project. At the heart of our ability to drive value into all of our projects includes the following attributes.



Expert Owner's Representation Services

We provide Owner's Representation Services, and that's all that we do. We aren't real estate developers that provide Owner's Representation Services on the side as fill in work. We aren't a construction firm that dabbles in Owner's Representation Services. We only provide Owner's Representation Services and we do it very well.



Proven Track Record in Southeastern Wisconsin

MC Group has been serving some of the most notable clients in Southeast Wisconsin for the past 25 years. No other firm has been providing Owner's Representation Services in this region as long as we have.



Extensive Market Experience and Expertise

MC Group has extensive experience in public institutional projects. We know how to manage and how to communicate to all stakeholders and interested parties in a professional manner that always represents you, our client.



Effective Leader in Projects

MC Group is the Owner's Representative Services leader in this market. We've developed specific management systems and tools that guide the project team through the project journey to success. The MC Group systems and tools have been developed, honed, time-tested and proven to be highly effective.



Unparalleled Executive Experience

MC Group has a team of executive-level resources that have worked in this industry and market for a collective of 100+ years. This depth of experience provides our clients with advice and guidance that has proven results in achieving client goals.



Ready to Jumpstart Your Project

MC Group is highly interested in joining your team for this challenging and important project. We're ready to go, our project approach is ready to execute immediately.

SECTION 5

Compensation

"I want to express a thank you to you and the MC Group in helping us plan and implement our new Distribution Center facility in Germantown. Throughout the entire project there was a high degree of security knowing that the MC Group was protecting our business in all dealings with the general contractor and architect. I look forward to working with you again."

Jeff Stawicki | Senior Director, Distribution Operations & Logistics
Airgas

OWNER REPRESENTATION SERVICES COMPENSATION

Project Phases & Fee Estimate

In accordance with the RFP we offer the following proposed lump sum fees organized by project phase. We have estimated the likely durations based on information provided in the RFP. Fee amount will be subject to adjustments, credits or adds based on the actual schedule that is developed by the Project Team and accepted by Owner.

Phase 1: Design & Pre-Construction Phase			
🕒	Duration: 7 months	📅	Assumed Time Period: 6/1/2026 through 1/1/2027
✓	Lump Sum Fee for this phase:	7 months x \$8,970/month=	\$62,790
Phase 2: Bidding & Procurement Phase			
🕒	Duration: 2 months	📅	Assumed Time Period: 1/1/2027 through 3/1/2027
✓	Lump Sum Fee for this phase:	2 months x \$5,925/hour =	\$11,850
Phase 3: Construction Phase			
🕒	Duration: 14 months	📅	Assumed Time Period: 3/1/2027 through 4/1/2028
✓	Lump Sum Fee for this phase:	14 months x \$9,850/month=	\$137,900
Phase 4: Occupancy & Close-Out Phase			
🕒	Duration: 3 months	📅	Assumed Time Period: 4/1/2028 through 7/1/2028
✓	Lump Sum Fee for this phase:	3 months x \$8,000/month=	\$24,000
Total Proposed Fees:			\$236,540
(For reference – the proposed fee is 0.67% of the \$35M Project Budget)			
Estimated Expenses:			\$7,500

Standard reimbursable expenses which include mileage at the IRS rate and parking costs will be invoiced in addition to the hourly rate at cost times a multiplier of 1.0. Items such as phone/IT costs, office supplies, etc. are included within the hourly fee and therefore are not considered reimbursable expenses. Extraordinary expenses, such as overnight travel, outsourced document reproduction costs, etc. are not included and if pre-approved and incurred will be cause for adjustment of the above estimated fee amount.

Hourly Rates

We propose the following 2026 hourly rates which are inclusive of all costs except expenses as noted below which will be invoiced in addition to the fees. We are offering a 5% discount to our standard rates for a preferred client discount. The rates are subject to a 3.0% increase on the first of each year starting in 2027.

		Ric Miller, Principal-in-Charge Rate		Maura Riordan, Sr. Project Manager Rate		Christina Markham, Project Coordinator Rate
Standard Rate		\$244.43/hour		\$128.34/hour		\$97.86/hour
Proposed Rate	✓	\$232.21/hour	✓	\$216.92/hour	✓	\$92.97/hour

SECTION 6

Insurance

"Because of MC Group's involvement in the project, and the amount of work, follow up and coordination they provided, more time than I can estimate was saved for City Police and Fire command personnel to work on other department business or to really research key aspects of construction and wants. They truly took much of the workload off of city staff, and made the whole experience less stressful, and more efficient than, in my opinion, it would have otherwise been. I am happy to say that they were integral to the project completing on time and under budget.

Based on our experience, I would strongly recommend MC Group for similar public safety and municipal facility projects."

**Craig Czarnecki | Captain of Police
Port Washington Police Department**

MC GROUP INSURANCES



CERTIFICATE OF LIABILITY INSURANCE

 DATE (MM/DD/YYYY)
 2/11/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER R&R Insurance Services, Inc. P.O. Box 1610 Waukesha, WI 53187-1610		CONTACT NAME: Commercial Lines Client Care PHONE (A/C, No, Ext): (262)953-7235 FAX (A/C, No): (262)953-1306 E-MAIL ADDRESS: ClientCare@rrins.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Allmerica Financial Benefit Insurance	
		INSURER B: Hanover Insurance Group, The	
		INSURER C: HISCOX (Underwriters at Lloyd's, London)	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES
CERTIFICATE NUMBER: 753973

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			Z21D836238	02-20-2026	02-20-2027	EACH OCCURRENCE \$ 2,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 2,000,000
							GENERAL AGGREGATE \$ 4,000,000
							PRODUCTS - COMP/OP AGG \$ Included
							Hired/Non-Owned Auto \$ Included
	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY ☐ HIRED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$
							BODILY INJURY (Per person) \$
							BODILY INJURY (Per accident) \$
							PROPERTY DAMAGE (Per accident) \$
							\$
A	☒ UMBRELLA LIAB ☒ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☒ RETENTION \$ 0			Z21D836238	02-20-2026	02-20-2027	EACH OCCURRENCE \$ 1,000,000
							AGGREGATE \$ 1,000,000
							\$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N ☒ N	N/A	WZ1D836281	02-20-2026	02-20-2027	☒ PER STATUTE ☐ OTH-ER
							E.L. EACH ACCIDENT \$ 1,000,000
							E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
							E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability / Errors & Omissions			ANE429152625	11-21-2025	11-21-2026	Limit 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER
CANCELLATION

** FOR INFORMATION ONLY **

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



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ACORD 25 (2016/03)

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WHY MC GROUP?

- ✓ **25+ Years specializing in Owner's Representative services**
- ✓ **Experienced senior & executive level team, ready and available to start**
- ✓ **Well-established reputation for building consensus amongst stakeholders and fostering effective decision-making**
- ✓ **Proven success in delivering high-quality projects within established budgets**
- ✓ **Action-focused approach that drives projects to on time successful completion**

Personal Message from Ric Miller | MC Group

We are honored to be considered for this critical project, one that will be a major addition to this local community. With our decades of historical experience, stakeholder relationship building skills, and knowledge of the current project and schedule implications, we truly feel that our team is the most qualified and best choice for Betty Brinn Children's Museum. Our team looks forward to the next step in the process and the opportunity to develop a trusted partnership.

- ✓ **Over \$4 billion in successful projects**
- ✓ **Strong Commitment to Community Service**
- ✓ **Local, present and experienced in Wisconsin regional market**
- ✓ **Extensive experience with local AE and CM firms**
- ✓ **Competitive fee with minimal expenses**
- ✓ **A State of Wisconsin Women-Owned Business (WBE)**



M·C Group LLC
GUIDE. BUILD. SUCCEED.

OWNER REPRESENTATION SERVICES COMPENSATION

Project Phases & Fee Estimate (revised 5/27/2026)

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	Duration: 7 months		Assumed Time Period: 6/1/2026 through 12/31/2026
	Lump Sum Fee for this phase:	7 months x \$8,970/month=	\$62,790
Phase 2: Bidding & Procurement Phase			
	Duration: 2 months		Assumed Time Period: 1/1/2027 through 2/28/2027
	Lump Sum Fee for this phase:	2 months x \$5,925/hour =	\$11,850
Phase 3: Construction Phase			
	Duration: 16 months		Assumed Time Period: 3/1/2027 through 6/30/2028
	Lump Sum Fee for this phase:	14 - 16 months x \$9,850/month, capped at =	\$137,900
Phase 4: Occupancy & Close-Out Phase			
	Duration: 3 months		Assumed Time Period: 7/1/2028 through 9/30/2028
	Lump Sum Fee for this phase:	3 months x \$8,000/month=	\$24,000
Total Proposed Fees:			\$236,540
(For reference – the proposed fee is 0.67% of the \$35M Project Budget)			
Estimated Expenses: (mileage at IRS rate):			\$2,500

Standard reimbursable expenses which include mileage at the IRS rate and parking costs will be invoiced in addition to the hourly rate at cost times a multiplier of 1.0. Items such as phone/IT costs, office supplies, etc. are included within the hourly fee and therefore are not considered reimbursable expenses. Extraordinary expenses, such as overnight travel, outsourced document reproduction costs, etc. are not included and if pre-approved and incurred will be cause for adjustment of the above estimated fee amount.

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Proposed Rate		\$232.21/hour		\$216.92/hour		\$92.97/hour

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: June 15, 2026

PLACEMENT: Action Item

ITEM TITLE: Appointment of Treasurer/Finance Director. The Village Board may convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility and then may reconvene into open session to take such action as it deems appropriate.

SUBMITTED BY:

SUMMARY EXPLANATION:

Under Wis. Stat. § 19.85(1)(c), the Village Board is authorized to go into closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. This provision provides the Board with the ability to go into closed session for the purposes of considering the appointment of the Finance Director which might include reviewing the application and background of the potential candidate and/or discuss possible terms of employment.

ATTACHMENT:

STAFF RECOMMENDATION:

A motion to convene into closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

ACTION BY COMMITTEE: