

## **DIRECTOR'S REPORT**

*Submitted by: Brian Ramsey, Director of Parks & Leisure Services  
Parks & Recreation Commission Meeting – March 13, 2013 @ 6:30pm*

### **A.) Correspondence**

- 1) Snappers Lease Agreement was approved by the City Council on March 4<sup>th</sup>.
- 2) Doreen Dalman: concerns about grooming Ski Trails. (*Attachment A*)

### **B.) Parks Report**

- 1) Continued picking up litter and debris in all parks & along the business corridor of Milwaukee Road.
- 2) Assist and complete Snow Removal based upon City priority levels:
  - a.) City Streets
  - b.) Public Parking Lots - Downtown & other designated public lots, including the City Library & city parks
  - c.) Downtown Public Walkways & other designated public walkways
  - d.) Public walkways in City parks
  - e.) Grooming City Ski Trails
- 3) Provided extra assistance to downtown parking lots and public walkways in preparation of BIFF events.
- 4) Monitoring Ice at the Riverside Park Lagoon & determining safety level for outdoor skating.
- 5) Trimming trees and downed branches in parks, trails, and cemeteries.
- 6) Continue with the upgrades and improvements to the Snappers Clubhouse at Pohlman Field:
  - a.) Painting the interior of the building; locker rooms, showers, hallways, & offices.
  - b.) Sanding and painting all wooden lockers – home & visitor's locker room.
  - c.) Replacing & installing new partitions in the bathrooms.
  - d.) Cleaning & painting the shower floor in each locker room.
  - e.) Order new transitional floor matting for hallways.
  - f.) Order new trash receptacles & new chairs for locker rooms.
- 7) Met with Beacon Athletics regarding replacement of the backstop at Pohlman Field.
- 8) Obtain bid proposals for Port-a-potties for the parks.
- 9) Clean graffiti off of Leeson Park entrance sign. (*Attachment B - pictures*)
- 10) Locked the gates to the upper area of Leeson Park.
- 11) Routine cleaning and maintenance of the Dog Park.
- 12) Provide assistance to Welty Center for preparation of the Maple Syrup program at Big Hill Park.

**C.) Horticulture Report**

- 1) Assist with the upgrades and improvements to the Snappers Clubhouse at Pohlman Field as previously listed.
- 2) Assist with Snow Removal as previously listed.
- 3) Groomed Ski Trails & pathway to the Dog Park.
- 4) Assist with trimming trees in parks and trails as previously listed.
- 5) Developed and completed the proposed Landscaping / Horticulture work project list for 2013. **(Attachment C)**
- 6) Assist with preparations for opening the Golf Course & the Clubhouse.

**D.) Grinnell Hall Senior Center**

- 1) Developed new format of the Grinnell Hall Newsletter. **(Attachment D)**
- 2) Free Tax Preparations by AARP continue by appointment only through April. Since February 4<sup>th</sup>, the AARP Volunteer Tax Preparers have provided free assistance to 140 people.

3) <u>Special Events / Activities</u>	<u>Date</u>	<u>Attendees</u>
Bridge Marathon	2/1	24
Euchre Tournament	2/8	35
Chili Bash & Bake Sale	2/14	67
Hee Haw Talent Show	3/12	TBA
St. Patty's Day Celebration	3/17	TBA
Dance w/Bill Stevens	3/28	TBA

**E.) Recreation Report**

**February/March Program Report** – as submitted by Spencer Waite, Recreation Supervisor. **(Attachment E - Report)**

**F.) Special Projects/Miscellaneous:**

- 1) **Pohlman Field Upgrades & Improvements: (Attachment F – pictures)**

**Completed projects:**

- Painting the interior of the building; locker rooms, showers, hallways, & offices.
- Sanding and painting all wooden lockers – home & visitor's locker room.
- Replacing & installing new partitions in the bathrooms.
- Cleaning & painting the shower floor in each locker room.
- Order new transitional floor matting for hallways.
- Order new trash receptacles & new chairs for locker rooms.

**Projects still pending:**

- Painting the exterior public Rest Rooms & installing floor mats
- Staining the Right Field & Left Field Decks

- Installation of a new sink in the Concession Area
  - Purchasing new benches for the bullpen areas
  - Installation of a new backstop behind home plate & field entrance gate.
- Due to the enormity of this list of projects, some of them may still be on-going after opening day for the Snappers, which is scheduled for April 11, 2013.

2) **Summit Park Playground RFP (Attachment G)**

The RFP has been completed and is scheduled to be advertised by the end of March, with proposal due (deadline) by April 19, 2013. The RFP specifies that swings should be included in the submitted proposal. We hope to have this playground replaced sometime in June or July, depending on the results of the proposals received and when we can award the contract. Additionally, the RFP for playground at Big Hill Park should be completed and advertised sometime in July, with an anticipated installation period sometime either in September or October.

## **DIRECTOR'S REPORT - ATTACHMENTS**

*Submitted by: Brian Ramsey, Director of Parks & Leisure Services  
Parks & Recreation Commission Meeting – March 13, 2013 @ 6:30pm*

### **Attachments:**

- A) E-mail: Doreen Dalman Correspondence
- B) Pictures: Leeson Park entrance sign
- C) Work Schedule: Landscaping/Horticulture 2013 Project List
- D) Grinnell Hall Newsletter
- E) Recreation Report
- F) Pictures: Pohlman Field & Clubhouse Projects
- G) RFP: Summit Park Playground

**From:** Doreen Dalman [<mailto:dvdalman@gmail.com>]

**Sent:** Wednesday, March 06, 2013 11:33 AM

**To:** Ramsey, Brian

**Subject:** grooming cross country ski trails

ATTACHMENT A

Good morning,

I am wondering why the cross country ski trails, especially the popular Turtle Creek flood plain are no longer groomed? I am a regular user of the trail, enjoying having the trail close by, but it has been a long time since I have seen the trail groomed. I am finding myself heading out of town to ski instead.

I understand that budgets are tight, and that it might be difficult to have staff time to groom the trail. Is there any interest in having citizens doing the grooming? Perhaps forming a friends of the trail group?

Thank you for your consideration.

Doreen Dalman

1401 Emerson St.

Ramsey, Brian

From: Ramsey, Brian  
Sent: Wednesday, March 06, 2013 12:52 PM  
To: 'Doreen Dalman'  
Cc: Young, Mark; Edwards, Mark  
Subject: RE: grooming cross country ski trails

Ms. Dalman,

Thank you for contacting me regarding your issue with the City of Beloit Ski Trails.

Due to the number of snow events over the past several, it has become more of a timing issues based upon the City's priority list as related to snow removal as indicated below:

- 1.) City Streets
  - a.) Mains
  - b.) Secondary
- 2.) Public Parking Lots
  - a.) Downtown
  - b.) City Library
  - c.) Park Facilities
- 3.) Public Walkways
  - a.) Downtown
  - b.) School Routes
  - c.) City Parks
- 4.) Grooming City Ski Trails

As you can see it is the lowest priority and often, we don't have the manpower to get to the Ski Trails for 2 – 3 days after a major snow event. Due to the frequency of this year's snow events; often we have been getting another storm within that window of 2-3 days, and we haven't had the opportunity to address the Ski Trails as often as we would like, and have to start snow removal again at priority level 1 for the next storm.

I regret it this has been of any inconvenience to you and your normal use of our local Ski Trails, we hope the weather will be more accommodating, and we will attempt to improve our services as within the guidelines of our normal operational procedures.

Thank you again!

Sincerely,  
Brian

Brian Ramsey, CPRP  
Director of Parks & Leisure Services  
City of Beloit  
2351 Springbrook Court  
Beloit, WI 53511

608/364-2919 Office  
[ramseyb@ci.beloit.wi.us](mailto:ramseyb@ci.beloit.wi.us)

ATTACHMENT B



**SPECIAL PROJECTS  
2013 ANNUAL SCHEDULE  
LANDSCAPE**

PROJECT	CITY	CONTRACT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	STATUS
Place Hanging Baskets	X						X								
Remove Hanging Baskets	X											X			
Order basket liners	X			X											
Update computer lanscaping program	X			X											
Assist w/Snapper's Clubhouse renovations	X		X	X											
Install DBA park benches downtown	X						X	X	X						
Install Park Bench Horace White	X		X												1/11/2013
Install Depository - Dog Park	X		X												1/10/2013
Install Reservation Box - Horace White Pk	X											X			
Renovate perennial bed - Horace White Pk	X							X							
Renovate monument landscaping H.W.	X								X						
Remove brush - bridge abutments	X				X										
Landscape maintenance Riverside Dr.	X					X	X	X	X	X	X	X			
Renovate landscaping - Riverside Pk sign	X						X								
Restore grass along Riverside Dr.	X				X										
Heritage brick installation - Riverside Pk.	X												X		
Landscape New Dog Park Sign	X							X							
Landscape New Park Sign ( Horace White)	X							X							



PROJECT	CITY	CONTRACT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	STATUS
Landscape New Park Sign (Christilla Pk)	X							X							
Spray gravel roads to manholes for Water	X											X			
Remove Playgound Summit Park	X						X								
Backfill Playground - Summit Park	X						X								
Remove Playgound Big Hill Upper	X										X				
Backfill Playground - Big Hill Upper	X										X				
Add gravel parking area - Turtle Creek Pk	X								X						
Add gravel - lower parking lot Big Hill Pk	X				X										
Spray for broadleaf weeds (various)	X						X								
Weed Landscape Beds - Water St.	X						X	X	X	X	X	X			
Install Retaining Wall Clubhouse Entrance	X				X										
Install Pergola - Riverside Park	X					X									
Install Trail signs	X								X						
Plant Potato Vine in Downtown Gantry	X						X								
Install Warning Track at Teifer Park	X											X			
Install brick path for Porta John (G.C.)	X								X						
Finish landscaping #2 tee - Golf Course	X						X								
Install Use Zone by swings (Vernon Park)	X							X							
Fill low areas and seed (Hilliard Park)	X					X									
Apply 3 in 1 Spray to Roses	X					X			X						
Landscape Turtle Island Bridge	X							X							

PROJECT	CITY	CONTRACT	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	STATUS
Grind stumps at Horace White Park	X			X											
Grind stumps at Krueger Park	X			X											
Mulch Roundabouts - 43	X				X										
Spray rip rap - various locations	X				X	X				X					
Landscape (2) islands in Teifer parking lot	X				X										
Lengthen Dog Park Path to park road	X				X								X		
Renovate Monument planter (Field Park)	X							X							
Replace missing plants in parking lots	X				X							X			
Trail Improvements Harper's Prairie	X							X							
Controlled burn (Harper's Prairie)	X			X											
Remove trees (Harper's Prairie)	X					X									
Add another bin for gravel	X			X											
Remove greenhouse cover for the Summer	X				X										
Cover the greenhouse for the Winter	X											X			



# Recreation Report February 2013

## February Programs/Activities/Numbers

### Community Collaborations/Involvements

- Working with Lunch & Learn at McNeal
- BYHA
- Planning with Welty Environmental Center
- Facility agreements with the SDB for several events and leagues
- Rec Section, WPRA

### WGEZ Radio

- We continue to fill our monthly radio spot with WGEZ the second Monday of each month. WGEZ continues to be supportive of any events and programs that we organize. We are typically on the air for about 30 minutes and always leave program info to re-share on the air.

### Krueger Pool

- 

### BYHA

- Received check for January ice time for \$11,200.00
- Received check for January Fury ice time for \$1444.00 and sent out February for \$616.00
- Sent out February bill for BYHA for \$11,200.00
- 

### Telfer Pavilion/Edwards Ice Arena

- Touched up locker room paint
- Repaired leaking wash tub in compressor room
- Rink Tec scheduled to come shut down compressors March 18<sup>th</sup>
- **Last public skate is Friday, March 15<sup>th</sup>**
- Chicks with Sticks was mid February
- Special Olympics was held February 16<sup>th</sup>
- 

### Adult Basketball Leagues

- Basketball leagues are in full swing, 2 divisions, 12 total teams
- 3 point shootout has been scheduled for Wednesday, March 6<sup>th</sup> between first round tournament games

### Adult Volleyball Leagues

- Number of teams continues to rise, this year our number is 74, low team registration fees and returning officials contribute greatly to this success
- All leagues are nearing the end of the 14 week regular season, approaching the single elimination seeded tournament

### Rotary River Center

- Used 15 days (one week was BIFF)
- 

### DPW Public Education

- Public Education committee met to discuss future shift of the open house event and other possibilities for promoting our division. Will meet again March 6<sup>th</sup>
- 

### Coming Up:

- Adult Summer Softball registration
- Summer Program Guide and planning
- 
-

ATTACHMENT F



**CITY OF BELOIT**  
**REQUEST FOR PROPOSALS**  
**2013 PLAYGROUND EQUIPMENT PURCHASE & INSTALLATION**  
**AT**  
**“SUMMIT PARK”**

**(REVISED: 03/05/13 by Brian Ramsey, Director of Parks & Leisure Services)**

**RFP REQUESTED BY: Brian Ramsey, Director of Parks & Leisure Services**

**PROPOSAL APPROVED FOR RELEASE BY: Brian Ramsey, Director of Parks & Leisure Services**

**DATE APPROVED:**

**ACCOUNT TO BE CHARGED FOR THIS SERVICE: 01707377-5231-2013**

**OFFICIAL NOTICE**

**ADVERTISEMENT FOR PROPOSALS**

The City of Beloit will receive formal sealed proposals until 3:00 P.M., Friday, April 19, 2013 in the office of the City Clerk, 100 State Street, Beloit, Wisconsin for the **Purchase & Installation of Playground Equipment** under the terms and conditions of this Request for Proposal (RFP) packet.

All proposals must be submitted on the City of Beloit proposal forms that are included in the RFP packet, and are to be received by the City Clerk in a sealed envelope, clearly marked **“2013 PLAYGROUND EQUIPMENT PROPOSAL – SUMMIT PARK”** prior to the deadline time and date for receipt of proposals indicated in this advertisement, or prior to any extension thereof issued to potential vendors. Proposals are to be addressed to Rebecca Houseman LeMire, City Clerk, City of Beloit, 100 State Street, Beloit, Wisconsin 53511. Any proposals received after 3:00 P.M. on Friday, April 19, 2013 or improperly marked, will not be considered. All proposal prices shall be firm and are subject to acceptance of proposals within sixty (60) days from date of proposal submittal deadline.

Proposal packets are available at the DPW Operations Building located at 2351 Springbrook Court, Beloit, Wisconsin 53511, 608/364-2929.

All inquiries and questions regarding this information should be directed to:

Brian Ramsey, CPRP  
Director of Parks & Leisure Services  
City of Beloit  
2351 Springbrook Court  
Beloit, WI 53511

Mark Edwards  
Parks Supervisor  
City of Beloit  
2351 Springbrook Court  
Beloit, WI 53511

608/364-2929 Ext. 2919  
[ramseyb@ci.beloit.wi.us](mailto:ramseyb@ci.beloit.wi.us)

608/364-2929 Ext. 7006  
[edwardsm@ci.beloit.wi.us](mailto:edwardsm@ci.beloit.wi.us)

The City reserves the right to reject any and all proposals, or to accept the proposals deemed most advantageous to the City. No proposals, alterations, or modifications to proposals shall be allowed after the proposal submittal deadline. The City shall bear no responsibility for costs incurred by respondents in preparation of proposals.

Published this \_\_\_ day of March and this \_\_\_ day of April, 2013 by the authority of Brian Ramsey, Director of Parks & Leisure Services.

Account to be charged for this Advertisement: 01707377-5231

**INVITATION  
REQUEST FOR PROPOSALS  
FOR  
2013 PURCHASE & INSTALLATION  
OF PLAYGROUND EQUIPMENT  
CITY OF БЕЛОIT  
COUNTY OF ROCK, STATE OF WISCONSIN**

**ATTENTION: ALL PLAYGROUND EQUIPMENT VENDORS**

**SCOPE OF PROJECT**

The City of Beloit, Wisconsin is seeking proposals from qualified playground equipment vendors to design, provide and install play equipment, border, and safety surfacing material in the designated park site within the City of Beloit as outlined within this RFP document, and not to exceed maximum cost as specified per park site as indicated below and as defined within the 2013 FY Budget.

**LOCATION OF PARK SITES**

The City of Beloit, Parks & Leisure Services Division is interested in the installation of new play equipment for the park site as indicated below:

<u>Park Site</u>	<u>Park Size</u>	<u>Approx. Play Area</u>	<u>Max. Cost</u>
• Summit Park 1218 Henry Avenue	7 Acres	50' x 50' Minimal	\$40,000

**SCOPE OF WORK**

The project will include all materials, site preparation, and installation of play equipment, border, and all safety surfacing material that will fit within the minimal dimensional area as indicated above for each park site.

Play equipment should be specified for children **ages 5-12**, and shall comply with all federal, state, and local safety requirements for play equipment.

The play equipment, border, and safety surface material must be installed and comply with an independent playground safety inspection within 90 days of awarding the contract, or a mutually agreed date as specified within contract.

**PLAYGROUND REQUIREMENTS**

The proposed Playground(s) shall conform to and meet the following guidelines:

- 1.) All products shall bear the certification seal of IPEMA and shall meet or exceed ADA Guidelines for play areas.
- 2.) All products must be certified to the ASTM Standard F1487 (Standard Consumer Safety Performance Specification for Playground Equipment for Public use.)



## **EQUIPMENT SPECIFICATION**

The proposed Playground(s) shall conform to and meet the following specifications:

- 1) *This proposal shall include a two- bay swing structure with a total of four (4) swings; two (2) swings in each bay. One bay specified for children swings and the other for specified for infant/tot swings.*
- 2) All uprights or multi-structures must be a minimum 5" in diameter, aluminum or galvanized steel with a powder coated baked on finished coating.
- 3) All decks, steps and transfer platforms must have slip resistant matte vinyl coating.
- 4) All plastic panels must have a minimum of ¼" nominal thickness on all rotationally molded panels.
- 5) All plastic slides, also, must have a minimum of ¼" nominal thickness on all rotationally molded slides.
- 6) On high density panel the nominal thickness is ¼" polyethylene.
- 7) All tabs on all entry archways connecting below deck must be stainless steel as well as all hardware.
- 8) All hardware must have a bonding agent connecting it to the upright.
- 9) All upright caps must be aluminum.
- 10) All decks must be 11 gauge with a minimum thickness of .80" on the PVC.
- 11) All openings must have entry archways that are galvanized steel with a powder coat finish.
- 12) All decks should be a minimum of 42"square.
- 13) No exposed hardware.
- 14) All uprights and top-rails on swings must be a minimum of 2 3/8" outside diameter aluminum or galvanized steel with powder coated baked on finishing coat. The swings shall be equipped with galvanized chain with steel belted seat with rubberized coating.
- 15) Any and all exceptions to these specifications must comply with CPSC, ASTM and ADA guidelines and minimum standards.

## **PLAYGROUND SITE PREPARATION & INSTALLATION**

- 1) The location of the Playground Equipment within each park will be pre-determined by the City, but is subject to change based upon the final conceptual plan.
- 2) The Vendor will meet with the City prior to installation to review the installation site, installation plan, and timeline.
- 3) The vendor will be responsible for public safety within the worksite area during the installation of the play equipment.
- 4) The Vendor will install the play equipment on level ground and should not be required to complete any excavation work.
- 5) The play equipment will be subject inspection by an independent playground inspector after the installation has been completed and must be approved by said

inspector before the city will accept the project as completed and make final payment.

**SURFACE MATERIAL SPECIFICATIONS:**

The vendor shall install the *FIBAR PLAYGROUND SURFACING SYSTEM* (or equivalent product) 12" Fibar with Fibar Felt for designated square feet of surface area.

**1) Wood Fibre Surfacing**

- a.) Surfacing shall be a mix of random-sized wood fibres. Standard wood chips or bark mulch will not be acceptable.
- b.) To allow for compaction, the following formula must be used to determine the correct number of cubic yards: 12" deep / square feet of playground x 0.05.
- c.) Vendor will guarantee sieve analysis of wood fiber as follows:
  - Greater than 85% passing 3/8" sieve.
  - Less than 50% passing #60 sieve.
- d.) Wood fiber shall have no twigs, bark, leaf debris or other organic material incorporated within.

**2) Drainage Felt**

- a) Product used shall be Fibar Felt 100% polyester non-woven engineering geotextile fabric.
- b) Dimensions are:
  - Width (Maximum) 6.25 (ft.)
  - Roll Length 400.00 (ft.)
  - Weight (Minimum) 3.5 (oz./square yard)
- c) Vendor will install material to allow for 12" overlap on all seams.

**3) Installation**

- b) The Vendor will provide the Fibar System to be constructed exactly according to manufacturer's installation instructions.
- c) The Fibar wood fiber surface shall be spread to a uniform depth. All material supplied by the manufacturer must be installed to allow for settling and natural compaction of material. Machinery shall not disturb or travel on the Fibar Felt fabric.
- d) Depth inches are determined after settling and compaction.

**PLAYGROUND SURFACE MATERIAL SAFETY SPECIFICATIONS**

- 1.) For Safety, this surface must be soft enough to meet *ASTM Standard F1292-91 and US Consumer Product Safety Commission (CPSC) Guidelines*.
- 2.) For Access, as specified by the *Americans with Disabilities Act (ADA)*, the surface must be firm enough to support wheelchairs, walkers, and crutches.

## **PROPOSAL PROCESS**

The proposal process shall consist of a submittal of the enclosed Playground Proposal Form, and if selected, an oral presentation may be requested at a later date for final determination of awarding the contract. The following shall be included in your written proposal:

- 1.) Submittal of the enclosed Playground Proposal Form.
- 2.) Site Plan drawing that illustrates the playground design, equipment, surfacing, accessibility features, and playground border; the following information must be included on the Site Plan:
  - Dimensions of Playground Area
  - Dimensions of Safety Zone
  - Capacity of Users
  - Recommended Age Group(s) of proposed Equipment
  - Total Number of Play Components
  - Total Number of ADA Accessible Play Components
- 3.) A color rendering or picture of the equipment should be included.
- 4.) Itemized cost of the proposed equipment and total project.
- 5.) A timeline for installation of this project that would include a completion date within 90 days of awarding the contract, or a mutually agreed date as specified within the contract.
- 6.) Background Information regarding the vendor's qualifications and experience to provide and install playground equipment. List of agencies & sites in which similar projects have been completed in the past year.
- 7.) Provide all Warranty information regarding play equipment and installation.

## **INSURANCE**

The Vendor who is awarded the contract shall obtain policies of insurance, at their own expense, and provide the City prior to commencing work under this contract, with a certificate of insurance showing the following types of coverage:

- Fire and extended insurance coverage on the Contractor's personal property stored on City premises.
- Worker's compensation and unemployment compensation covering the statutory liability of the Contractor in the installation of the playground equipment.
- General liability coverage including personal injury and contractual liability with limits of at least Two Million Dollars (\$2,000,000.00) for each occurrence in the aggregate naming the City as an additional named insured under the Contractor policy.
- Fidelity/crime insurance covering robbery or loss of valuables due to an inside or outside source.

- Commercial automobile liability insurance covering all licensed vehicles and drivers employed by the Contractor with limits of at least \$1,000,000.00.
- The Certificates of Insurance shall name the City as an additional insured and shall unequivocally provide that the policies of insurance shall not be cancelled or altered without (30) days prior written notice to the City.

**AWARDING OF CONTRACT**

Vendors should submit their proposal as outlined in the Proposal Process

The selection of the Playground Equipment is a two (2) step review.

- 1.) An initial review will be conducted by the Parks Department professional staff which includes a numerical scoring system.
- 2.) Selected finalist will be reviewed and determined at a designated public meeting.

**STEP 1.)** The selection of new playground equipment will be based upon a numerical scoring system. A specified level of points will be awarded to vendors meeting the minimum requirements. Additional points will be awarded for additional play items supplied by the vendor. Point values for Playground Features are outlined below.

<u>Playground Features</u>	<u>Min/Max Point Value</u>
• Slide Components	10 – 50 points
• Bridge/Tunnel Components	10 – 30 points
• Climbing Components	10 – 30 points
• Overhead Roofs & Shade	10 – 20 points
• Decks	10 – 20 points
• Swings/Motion Components	10 – 50 points
• Activity Play Panels	10 – 20 points
• Theme/Uniqueness	10 – 40 points
<b>TOTAL VALUE</b>	<b>80 – 310 POINTS</b>

The City of Beloit reserves the right to reject any or all proposals which do not rate a minimum score/value of 80 points, or meet required specifications.

The Committee will evaluate each proposal based upon the following criteria and select two (2) finalist based upon scoring levels. *Special emphasis will be placed on the Aesthetic quality of the playground equipment and how well it creates a theme within the natural setting in each unique park site.*

Playground Features	40%
Overall Design	20%
Equipment Specifications	20%
Cost of Project	20%
<b>TOTAL</b>	<b>100%</b>

**STEP 2.)** The two (2) finalists will be selected and presented at a neighborhood community-based public meeting where residences who reside within the area of each park site will have the opportunity to specify their preference. Selected finalist may be requested to provide a Display Board which highlights their presentation information and are welcome to attend this meeting regarding any Q&A opportunities from the public.

**QUESTIONS:**

Any and all questions regarding this information please contact:

Brian Ramsey, CPRP  
Director of Parks & Leisure Services  
City of Beloit  
2351 Springbrook Court  
Beloit, WI 53511

608/364-2929 Ext. 2919  
[ramseyb@ci.beloit.wi.us](mailto:ramseyb@ci.beloit.wi.us)

Mark Edwards  
Parks Supervisor  
City of Beloit  
2351 Springbrook Court  
Beloit, WI 53511

608/364-2929 Ext. 7006  
[edwardsm@ci.beloit.wi.us](mailto:edwardsm@ci.beloit.wi.us)

**SUBMITTAL OF PROPOSAL**

All Proposals should be submitted to the Office of the City Clerk, 100 State Street, Beloit, WI prior to the **DEADLINE:** *3:00pm on Friday, April 19, 2013.*

**Mail / Deliver Proposals to:** *Rebecca Houseman LeMire*  
*City Clerk*  
*City of Beloit*  
*100 State Street*  
*Beloit, WI 53511*

**Mark Envelop(s):** *"2013 Playground Equipment Proposal – Summit Park"*

**PLAYGROUND EQUIPMENT  
REQUEST FOR PROPOSAL (RFP) FORM  
CITY OF БЕЛОIT – 2013 RFP**

In compliance with the above dated invitation for proposals, the undersigned hereby proposes to provide the following service for:

**NEW PLAYGROUND EQUIPMENT & INSTALLATION**

In strict accordance with the terms, conditions, provision, schedule, specifications, and drawings as indicated within the attached 2013 RFP for the following amount:

<b><u>PARK SITES</u></b>	<b><u>AMOUNT</u></b>
1.) Summit Park 2118 Henry Avenue, Beloit, WI 53511	\$ _____

<b>TOTAL PROPOSED COST</b>	<b>\$ _____</b>
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The undersigned agrees that, upon written acceptance of this proposal, mailed or otherwise furnished, that within 60 calendar days after the opening of the RFP, that within 10 calendar days after receipt of the prescribed forms, they will execute the Contract and, if required by this invitation for proposals, provide performance and payment bonds with good and sufficient surety.

The undersigned agrees, if awarded the contract, work shall proceed and be completed as outlined in the RFP Specifications.

The Vendor certifies that no official of the Sponsoring Local Organization, the Contracting Local Organization, or any member of such official's immediate family, has direct or indirect interest in the pecuniary profits or contract of this firm.

The applicant represents (Check appropriate boxes): that he/she operates as an

- Individual
- Partnership
- Joint Venture
- Incorporated and/or qualified to do business in the State of Wisconsin.

**CONTACT INFORMATION**

Name of Applicant: \_\_\_\_\_  
Business Name: \_\_\_\_\_  
Business Address: \_\_\_\_\_  
City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Business Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_  
E-mail Address: \_\_\_\_\_

The undersigned acknowledges that they have reviewed the RFP document and have prepared this proposal in accordance to the information as requested. Furthermore, the undersigned is an authorized agent of the business as indicated above and has the full authority to submit this proposal as outlined.

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

**SUBMITTAL OF PROPOSAL**

All Proposals should be submitted to the Office of the City Clerk, 100 State Street, Beloit, WI prior to the ***DEADLINE: 3:00pm on Friday, April 19, 2013.***

**Mail / Deliver Proposals to:** *Rebecca Houseman LeMire*  
*City Clerk*  
*City of Beloit*  
*100 State Street*  
*Beloit, WI 53511*

**Mark Envelop:** **"2013 Playground Equipment Proposal – Summit Park"**

**PLAYGROUND EQUIPMENT VENDORS LIST**

**VENDOR/CONTACT LIST**

**FLANAGAN SALES**

Bill Johnson  
2475 Maplewood Drive  
Suite 114  
St. Paul, MN 55109  
800/328-3557  
651/633-0123  
651/633-1515 Fax  
[bjohnson@flanagansales.com](mailto:bjohnson@flanagansales.com)  
[www.wecanhelp@flanagansales.com](http://www.wecanhelp@flanagansales.com)

**PRODUCT LINE**

**LITTLE TIKES COMMERCIAL**

**GERBER LEISURE PRODUCTS**

Robert Szalkowski  
PO Box 42  
Mount Horeb, WI 53572  
800/236-7758  
608/437-7037  
800/909-5059 Fax  
[bob@gerberleisure.com](mailto:bob@gerberleisure.com)  
608/279-1020 Bob's Cell

**LANDSCAPE STRUCTURES**

**LEE RECREATION**

809 Bluebird Pass  
Cambridge, WI 53533  
800/755-8937  
608/423-7655 Fax  
[www.leerecreation.com](http://www.leerecreation.com)

**PLAYWORLD SYSTEMS**

**MILLER & ASSOCIATES**

Ty Calkins  
804 Suffolk Drive  
Janesville, WI 53546  
608/743-4243  
[tyc@millersaukprairie.com](mailto:tyc@millersaukprairie.com)  
[www.millersaukprairie.com](http://www.millersaukprairie.com)

**BCI BURKE PLAYGROUND**



**MINNESOTA/WISCONSIN PLAYGROUND GAME TIME PLAYGROUNDS**

Beth Kohlhoff  
5101 Highway 55  
Golden Valley, MN 55422  
414/517-5560 Cell  
763/546-7787 Office  
800/622-5425  
763/546-5050 Fax  
[beth@mnwiplay.com](mailto:beth@mnwiplay.com)

**NORTHLAND RECREATION**

Bill Johnson  
10085 Bridgewater Bay  
Woodbury, MN 55129  
651/269-0720 Cell

**LITTLE TIKES**

**RECREATION BRANDS GROUP**

Pat Puebla  
4516 21<sup>st</sup> Avenue  
Moline, IL 61265  
309/339-0536  
[ppuebla@recbrandsgroup.com](mailto:ppuebla@recbrandsgroup.com)

**PLAY & PARK STRUCTURES**

**PLAY FOCUS SOLUTIONS**

Andrew Peters  
PO Box 52  
Oregon, WI 53575  
608/220-6501  
[www.playfocus.com](http://www.playfocus.com)

**PLAYCRAFT / PLAYMART**

**REESE RECREATION PRODUCTS**

John Finn  
155 E. Adams Street  
Spring Green, WI 53588  
800/222-2268 National  
800/848-0351 Local  
608/588-7472 Fax  
[jfinn@reeserec.com](mailto:jfinn@reeserec.com)  
[www.reeserec.com](http://www.reeserec.com)

**BIG TOYS & KOMPANI**

**COMMERCIAL RECREATION SPECIALIST**

**XCENT PLAY**

**Dan Szczap,  
415 Investment Court  
Verona, WI 53593  
608/848-8781 Office  
608/212-3267 Cell  
262/960-1492 Cell  
[dans@crs4rec.com](mailto:dans@crs4rec.com)**

playground equipment vendor list/bcr:02.18.13

**PARKS & RECREATION COMMISSION  
NEW BUSINESS ACTION REPORT – ITEM A**

**MEETING DATE**            March 13, 2013

**TITLE**                            Consideration and support of the Rock County Leadership Development Academy project team and their proposal to develop a pedestrian bridge to cross Goose Creek in Big Hill Park.

**BACKGROUND**

In March of 2012, Blake Theisen from the SAA Design Group presented a Conceptual Master Plan for developing the Beloit-Janesville Bike Trail. The purpose of the Master Plan was to establish a bike trail connection between the north trailhead in Beloit and the south trailhead in Janesville. Currently, this conceptual plan for a bike trail begins at Pride Park in Beloit, and ends at Peace Trail in Janesville. As proposed, a major component of this Bike Trail would need to be designed and constructed through Big Hill Park in order to appropriately transverse the overwhelming contour grades that have given this park its prestigious name.

Upon the Commissions previous review of the proposed Beloit –Janesville Bike Trail in March of 2012, the Commission approved a resolution demonstrating your support for the development of the Bike Trail and requested that the Parks & Recreation Division implement it within our Capital Improvement Project Plan. In order to develop the trail, the following phases of implementation would need to occur at an estimated cost as indicated below:

**Segment 2 (Big Hill Park to Walters Road)**

- |                            |                             |           |
|----------------------------|-----------------------------|-----------|
| • Phase I                  | Design & Construction Plans | \$25,000  |
| • Phase II                 | Bike Trail Construction     | \$220,000 |
| • Sub-total Segment 2 Only |                             | \$245,000 |

**Segment 1 (Big Hill Park to City of Beloit)**

- |             |                             |             |
|-------------|-----------------------------|-------------|
| • Phase III | Design Plans & Construction | \$1,100,000 |
|-------------|-----------------------------|-------------|

In order for the City of Beloit to go forward in the development of this plan, the City would first need to develop a detail design and construction plan for the trail system through the park at an estimated cost of \$25,000 which was proposed and later rejected within development of the 2013 Capital Improvement Plan. Our intentions are to resubmit a proposal for funding the design and construction plan within the 2014 CIP and secure funding for the following year.

Currently, the proposed north entrance point is using the abandon rail bed located adjacent to the Rock River directly off of Walter’s Road near the northeast area of Big Hill Park. In order develop this trail a bridge would need to be constructed to cross Goose Creek in this area. The Rock County Leadership Development Academy Project Team is here to present a proposal on how they may be able to assist in the implementation of this installing a bridge and support the development of this bike trail.

**BUDGET & FINANCIAL IMPACT**

**Undetermined**

**OPTIONS**

NA

**PROJECT TIMELINE**

NA

**STAFF RECOMMENDATION**

Allow the Rock County Leadership Development Academy Team Project to continue in their pursuit of fundraising initiative, and support the development and installation of a prefabricated bridge under the guidelines of the City Engineering Division and the DNR.

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MEMORANDUM

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**TO:** PARKS, RECREATION, & CONSERVATION ADVISORY COMMISSION  
**FROM:** BETH JACOBSEN  
KELLI CAMERON  
KATHLEEN CLOTHIER  
KAREN ELLIS  
LORI HUNTOON  
MICHAEL OELLERICH  
**SUBJECT:** BILL HILL PARK BRIDGE PROJECT  
**DATE:** MARCH 7, 2013  
**CC:** STEVEN SHEIFFER

---

Our Rock County Leadership Development Academy (LDA) group was assigned the task to explore and carry out a group project which will leave a positive impact on Rock County. Our group met with Dean Paynter of the Rock Trail Coalition late last year and selected the construction of a bridge along the existing trail system in Rock County as our group project. We are prepared to raise money for this project, carry this project through all of the necessary administrative processes, and quite literally (if necessary) build a bridge in Big Hill Park. Our group believes in this project deeply and views it as a pivotal development for the expansion and continuation of the trail system in Rock County.

Our group has partnered with the Rock Trail Coalition and will raise money in their name as a non-profit. We have also met with, and have the general support from Rock County Parks Director, Lori Williams, and Janesville's Park Director, Tom Presny. Our group is now requesting the City of Beloit's, Parks, Recreation, & Conservation Advisory Commission's support of this project in Big Hill Park.

At the City of Beloit, our group, or members of our group met with Brian Ramsey, and Mike Flesch. City Engineer, Mike Flesch, helped our group receive an estimate for the cost of the bridge for us to include in our initial letters to solicit support. This inquiry was not a bid or an actual quote. As you can imagine, our conceptual project idea quickly evolved into a very ambitious project.

In addition to our friends at the local government level, our group has independently reached out to several experts.

- Our group contacted Custom Manufacturing in Clinton, WI regarding bridge designs.
- Our group also spoke with a private civil engineer (who has done work with Custom Manufacturing) regarding the specifications of this project.
- Our group also reached out to Crane Lifts, and this business is willing to donate the crane and operator to install the bridge.

We believe we have sufficient support of technical experts to help the City identify the specific needs for this bridge. With the City of Beloit's support, our next step is to finalize the specifications of the bridge.

We hope the City of Beloit's Parks, Recreation, and Conservation Committee shares our enthusiasm for this bridge project and we request your formal support so that we may move through the remaining administrative and public processes. Our group respects the City's bidding process and will support the final, legal outcome of any of those processes which may take place in spite of our independent research to date.

Enc.



PO BOX 8101  
JANESVILLE WI,  
53547-8101  
608-289-5672

March 6, 2013

Beth Jacobsen  
1778 Gateway Blvd #914  
Beloit, WI 53511

Dear

The Rock Trail Coalition and the Rock County Leadership Development Academy are seeking your help with an exciting project to be completed as soon as we secure the funding.

As you are aware, whether you are walking, biking, or cross country skiing, the trail system provides opportunities to explore our **great** Rock County during all seasons of the year. Unfortunately, several areas of the trail are not connected. Design and engineering plans are now underway to build a bridge as a north entrance to Big Hill Park that will serve as a connector for the recreational trail that spans from Beloit to Janesville. This project is being led by my Rock County Leadership Development Academy team, through partnerships with the Rock Trail Coalition and the City of Beloit and Rock County.

Trails support an active lifestyle, strengthen the social fabric of a community, and increase property values. An increase in physical health can save millions in health care spending, reduce stress and improve mental health. Trails can also attract tourists to Rock County, specifically the communities of Janesville, Afton, and Beloit. This tourism creates jobs and puts money back into local economies.

With your financial support, we can build this bridge to connect Beloit and Janesville through our trail system. Our goal is to raise \$30,000 for the pre-fabricated bridge, plus donated labor and equipment for installation. We anticipate the bridge to be installed the summer of 2013.

Thank you in advance for your consideration and support of the bridge into Big Hill Park. Please feel free to call me at 414-640-4384 if you have questions or need any additional information.

Sincerely,

Beth Jacobsen



**Bridging Our Communities: Connecting Beloit & Janesville Trails**

Supporter's Name (as it should appear in recognition)

Street Address

City

State

Zip Code

Phone Number (including area code)

Person to Contact

***Financial Contribution***

- Trail Partner: \$2,500
  - Speaking opportunity at bridge ribbon cutting
  - Business name and logo listed online and in all bridge advertisements
  - One year business-level membership to the Rock Trail Coalition
- Trail Steward: \$1,000
  - Business name and logo listed online and in all bridge advertisements
  - One year business-level membership to the Rock Trail Coalition
- Trail Keeper: \$500
  - Business name listed online and in all bridge advertisements
  - One year business-level membership to the Rock Trail Coalition
- Friend of the Trails: \$250
  - Business listed online
  - One year business-level membership to the Rock Trail Coalition
- Other Sponsorship Amount: \_\_\_\_\_

***Auction Item(s)***

Value of Item(s) \_\_\_\_\_

Description of Item(s) \_\_\_\_\_

- Please pick up my donation at \_\_\_\_\_
- I will mail or deliver my donation.

For additional information, please email: [VollunteerRTC@charter.net](mailto:VollunteerRTC@charter.net)

Please submit this form by April 1, 2013 to:  
Rock Trail Coalition, P.O. Box 8101 • Janesville, WI 53547-8101

***Thanks for your support!***

## **Bridging Our Communities**

### **Purpose**

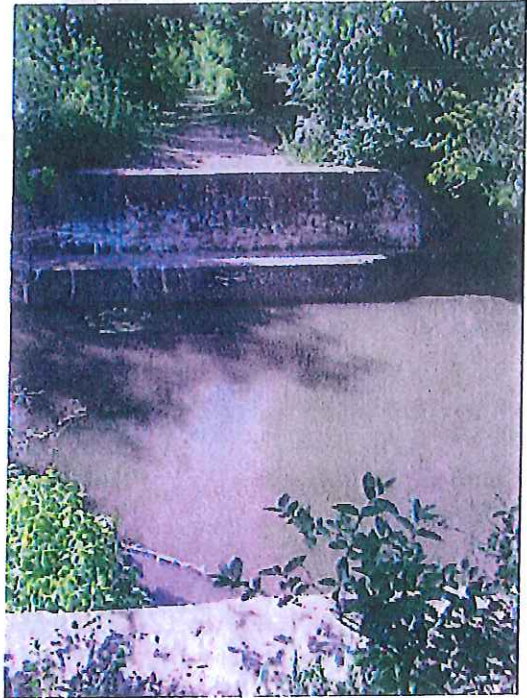
Build a bridge over a creek as an entrance into Big Hill Park in order to connect Janesville and Beloit through the hiking, biking and recreational trail.

### **Scope**

Using the old railroad bridge abutments, a 30' long and 15' wide bridge will be built to connect the trail system to Big Hill Park. A prefabricated steel bridge was selected because they are ideal for recreation and low volume vehicular settings. The efficiency of the truss design maximizes material properties. The bridges are shop manufactured with primarily welded connections then shipped to the site ready for installation.

### **Impact**

As participants of the Leadership Development Academy of Rock County, the project team reviewed a variety of community and non-profit related projects. Upon reviewing information from the Rock Trail Coalition, the bridge project was selected because of the positive health, economic, community and environmental impacts.



### **Better Health**

Trails support an active lifestyle that improves health. Physical activity helps prevent heart disease, diabetes, osteoporosis, obesity, colon cancer and depression. An increase in physical activity can save millions in health care spending. Physical activity also reduces stress and improves mental health.

Trails are exceptionally well suited to helping Rock County residents become more physically active. They are readily accessible to most residents and inexpensive to use. Trails provide physical activity for the widest range of people, including persons with disabilities, children and youth, the elderly and others who are known to be less physically active.

### **Strong People, Strong Economy**

Trails attract tourists to Rock County communities, specifically Janesville, Afton and Beloit will benefit from continued development of this trail and the bridge. Tourism creates jobs and puts money into local economies. Many trail users buy goods such as snowmobiles, mountain bicycles, equestrian equipment and hiking boots. Many people are taking shorter vacations, closer to home. Vacation dollars are being spent on local restaurants, accommodations, retail purchases and day trips. Trails can also increase property values. A home near a trail can offer a pleasing view, quieter streets, recreational opportunities and a chance to get in touch with nature.



## Bridging Our Communities

### Strong Communities

Trails strengthen the social fabric. Volunteering is one measure of the vitality of a society. People working together, giving their time freely, and sharing in socially valuable, meaningful activities— these are practices that create strong communities.

Rock County's trail system also depends on the generosity of private property owners. Much of the trail crosses private lands, with access given by property owners who are willing to share their property with trail users. Trail construction and maintenance builds and solidifies partnerships among community groups, businesses, property owners, local government, community residents and trail club members.

### Conserving and Appreciating the Environment

Trails lead users through the varied landscapes found in Rock County. Trails provide meaningful and satisfying outdoor experiences for many users. These experiences reaffirm a sense of connection with the natural environment and provide opportunities for an appreciation of Rock County's natural heritage.

### Construction and Maintenance

This bridge is a concerted partnership between the Leadership Development Academy project team, the Rock Trail Coalition, the City of Beloit and the Rock County Parks Department. The bridge is located on City of Beloit property and will also be cared for by the Rock Trail Coalition through their stewardship initiatives.

It is anticipated that labor for placement and final construction of the pre-fabricated bridge may be obtained through donated services and equipment from local construction companies.

### Resources Needed

- Donated labor and equipment for placement and final construction of the pre-fabricated bridge
- Monetary donations for purchasing bridge (see budget below):

Item	Cost
30' long by 15' wide pre-fabricated steel bridge	
<b>Total money needed to complete project:</b>	30,000

## **Bridging Our Communities**

### **Project Team Members**

#### **Kelli Cameron**

Director, Foundation and Alumni Association,  
Blackhawk Technical College

#### **Kathleen Clothier**

Planning and Development Assistant/Volunteer Coordinator  
Community Action

#### **Karen Ellis**

Employment Manager  
Mercy Health System

#### **Lori Huntoon**

Principal Hydrogeologist  
HydroGeoLOGIC Consulting, LLC

#### **Beth Jacobsen**

Assistant to the City Manager  
City of Beloit

#### **Michael Oellerich**

Assistant to the City Manager  
Attorney at Law  
Nowlan & Mouat LLP

### **About: Leadership Development Academy**

The Leadership Development Academy of Rock County is comprised of individuals, businesses and organizations interested in positively impacting our communities by providing a personal and professional empowerment experience for aspiring leaders.

LDA participants meet with one full-day session per month, from September through May. Sessions explore the Rock County community and promote leadership skills using tours, guest speakers, mock sessions, case studies, role-playing, multimedia presentations and more.

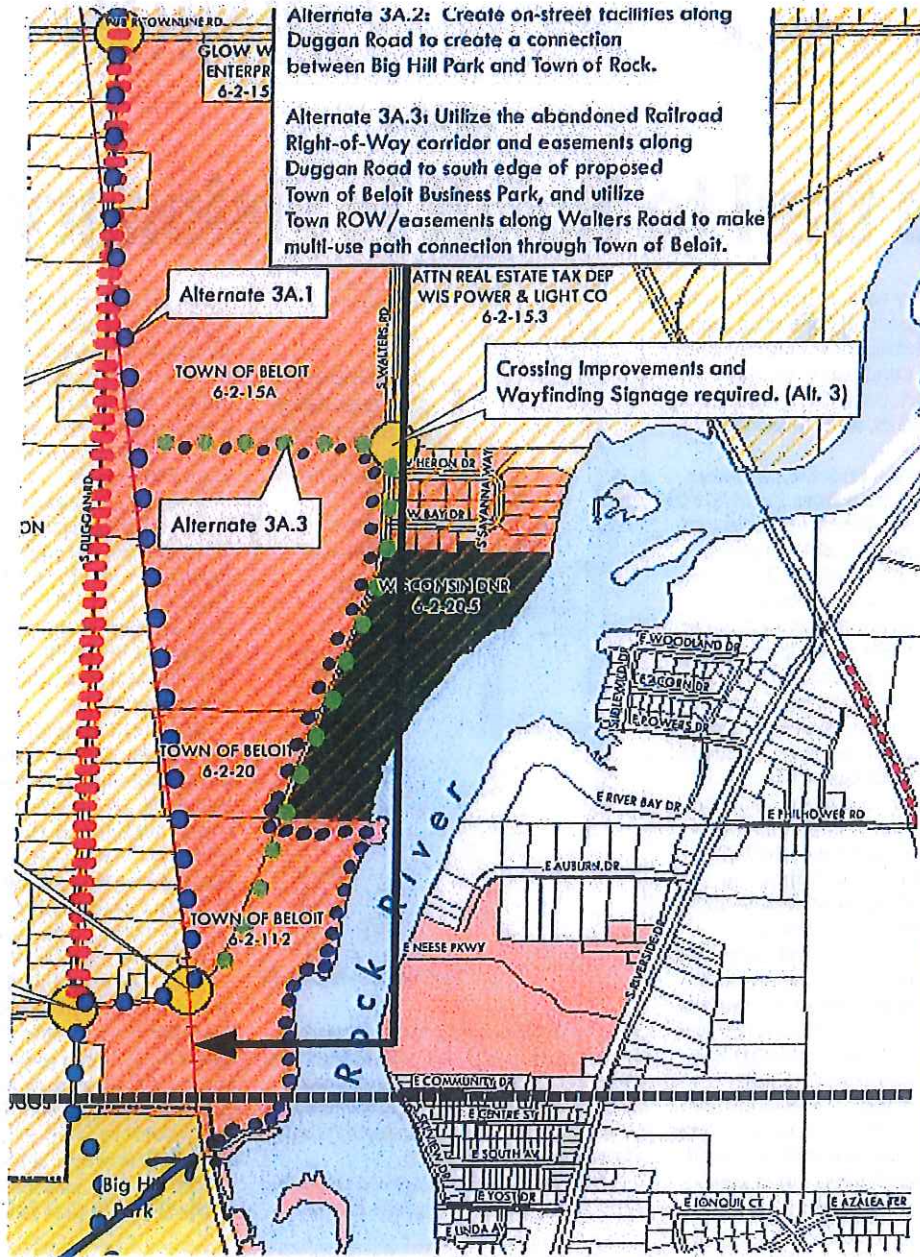
Each participant works within a small group to produce a collaborative project that addresses a specific community need. Many of these projects have made Janesville, Beloit and all of Rock County a better place to live, work and play.

### **About: Rock Trail Coalition**

Formed in 1992, the Rock Trail Coalition is a group of volunteers dedicated to the development, maintenance and enjoyment of hiking, biking and recreational trails in Rock County.

# Bridging Our Communities

## Beloit Township Route to Big Hill Park



### PROPOSED ROUTE - NORTH

SAA Design Group, Inc. | 717 John Nolen Drive, Madison, WI 53713 | 608.255.0800 | www.saa-madison.com | #2456

*Bridge at  
Goose  
Creek*

OUR VIEWS

# Bike trail to Beloit is visionary idea

When the day comes that bicyclists can pedal down an off-road trail from Janesville to Beloit, they'll largely have the Rock Trail Coalition to thank.

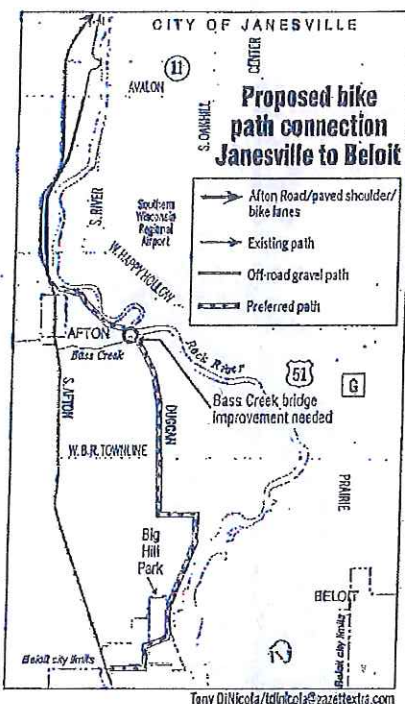
It takes effort, persistence and vision to build such trails, and the coalition is leading the way.

Money is always an issue, of course. The trail already runs from Janesville to Afton, and a consultant's estimate puts the cost to extend it to Beloit's north side at another \$3.3 million. That's not chump change. Coalition President Dean Paynter, however, thinks it could be done for less. His group is exploring the idea of getting a state trail designation that could help secure grants.

Besides that, a parcel secured a year ago provides insight into how teamwork and support can cut costs. The Janesville City Council agreed last June to buy a key parcel of abandoned railroad right-of-way just south of Tripp Road for \$45,000. At that time, the coalition pledged \$10,000. Evansville's Agrecol, founded by Bill Graham, chipped in \$10,000 to further reduce the city's outlay. Agrecol also agreed to invest \$10,000 toward seed to sew native plants. Landowner Mike Morris offered to donate time and equipment to clear vegetation, work valued at \$5,000.

If government and coalition officials can continue to build such support, they should vastly reduce tax dollars needed.

Trail supporters have hosted meetings this month to get public input.



Some residents point out that nearby Afton Road already has paved bike lanes on its shoulders, making the off-road trail unnecessary. Mixing bicyclists and motorists on that road, however, poses safety concerns for bikers.

Planners have wisely altered the bike route when residents expressed con-

cerns about it running through their backyards. Some landowners fear that allowing easements might erode property values. However, studies show that homes within a mile of a trail generally have higher values, said Ryan Garcia of SAA Design Group, which helped study and craft a master plan for the trail.

Someday, this trail will have implications reaching beyond Rock County. Plans call for the path extending from Janesville to link with the Jefferson Glacial River Trail at County N north of Milton. Paynter says officials in Beloit and South Beloit, Ill., are talking about how Wisconsin and Illinois trails could stretch to Chicago.

Some residents criticize trails as frills when governments struggle to fund basic services such as fire and police protection, trash pickup and road repairs. These tough times won't last forever, however. Besides, our communities will need more young, urban professionals to fill the needs of future employers. These educated people appreciate quality-of-life amenities such as trails.

Bike trails can function as more than tourist attractions. Gas prices are high, and while they might dip periodically, they'll only climb higher in future years. Someday, more and more people will save fuel, reduce pollution and improve their fitness by bicycling to work, shop or reach entertainment spots.

Vision today can put in place the bike paths that will prove valuable tomorrow.

State of Wisconsin  
DEPARTMENT OF NATURAL RESOURCES  
South Central Region Headquarters  
3911 Fish Hatchery Road  
Fitchburg, WI 53711-5397

Scott Walker, Governor  
Cathy Stepp, Secretary  
Telephone 608-266-2821  
Toll Free 1-888-936-7463  
TTY Access via relay - 711



02/28/2013

GP-SC-2013-54-00499

City of Beloit  
Michael Flesch  
2400 Springbrook Ct.  
Beloit, WI 53511

Dear Mr. Flesch:

This acknowledges receipt of your DNR permit application to construct a clear span bridge across a tributary to Rock River in Rock County. This letter contains important information regarding your permit application, so please read it carefully.

In accordance with state law, this letter is notification that your permit application is incomplete, and that you must submit additional information. The additional information is necessary for Department staff to determine if your proposed project will meet the standards specified in state statutes and administrative rules.

On the back of this letter I have indicated the additional information we need to consider your permit application complete.

Please submit the requested information to me as soon as possible because we cannot proceed with processing your application until it is determined to be complete. Please be sure to note any additions or alterations to the project that are different from the original permit application. This is also an opportunity for you to explain how your project will avoid impacts to public rights including, but not limited to, all types of water navigation and recreation, fish and wildlife populations, natural scenic beauty and water quality.

If I do not hear from you or receive the additional information identified in the attached checklists within 30 days, I will assume you are no longer interested in the project and will dismiss your application.

If the Department determines that an Environmental Assessment (EA) is required for this project, your application will not be considered complete until the Department has completed this EA.

Please note that once your permit application is determined to be complete, the Department cannot refund your permit fee. We will review your proposal and issue a permit decision, unless you request in writing that your permit application be withdrawn.

If you have any questions about the information requested, please call me at (608) 275-3330.

Sincerely,

  
Algis Byla  
Water Management Specialist

Cc:dpaynter2002@yahoo.com

## Dean Paynter

---

**From:** Marshall, Stacy L MVP [Stacy.L.Marshall@usace.army.mil]  
**Sent:** Thursday, February 28, 2013 3:26 PM  
**To:** dpaynter2002@yahoo.com  
**Cc:** Hill, Andrew; Flesch, Michael; 'Peich, Wendy M - DNR'  
**Subject:** Rock Trail Coalition clear span bridge

**Follow Up Flag:** Follow up  
**Due By:** Monday, March 04, 2013 9:00 AM  
**Flag Status:** Flagged

**Categories:** Red Category

Dear Mr. Paynter,

The U.S. Army Corps of Engineers has been provided a copy of your permit application for a clear span bridge in Big Hill Park.

While the Corps would not likely need to permit the actual bridge itself, the area is surrounded by wetland (see inventory map attached). These wetlands are within the regulatory jurisdiction of the U.S. Army Corps of Engineers and any impacts to them would require a permit.

While a map titled "Proposed Route - North" was included, there is not enough detail provided and some alternative descriptions seem to have been cut off. Please do not resend this map.

Please provide a paragraph or two describing your access route, and how wetlands will be avoided or impacted by the temporary access you will need in order to install the bridge on the existing abutments. Include any equipment and vehicle type that will be used, describe if access mats be needed and if so, their dimensions, etc. Also, will any signage be placed in wetland? If so, please provide a detailed description. Plan sheets of each access route would be helpful.

Once this information is provided, we will continue to review your application for a permit determination. Please provide this information no later than March 14, 2013.

Thank you,  
Stacy Marshall

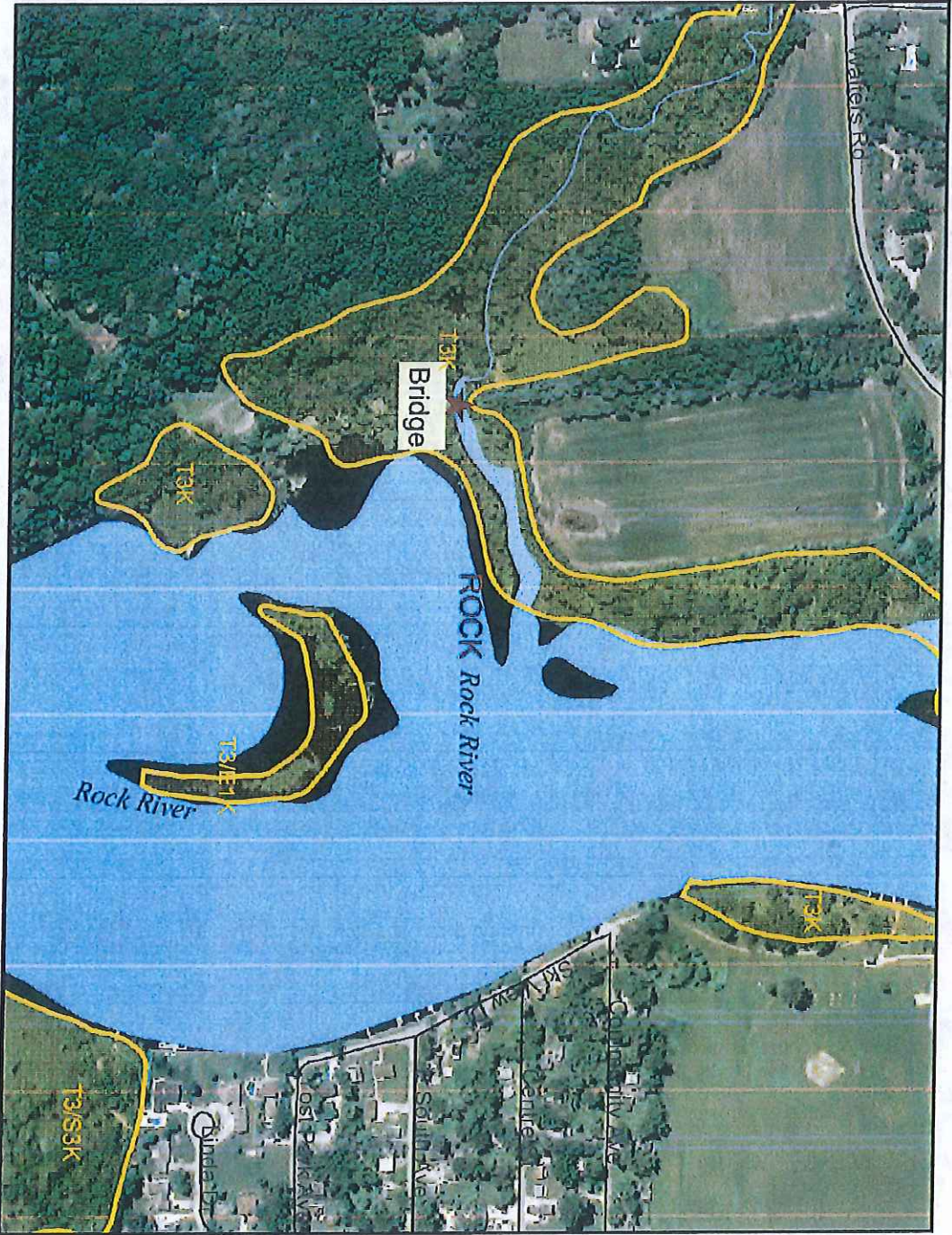
In order to provide better service to our customers, please complete the customer survey at the link below.

<http://per2.nwp.usace.army.mil/survey.html>

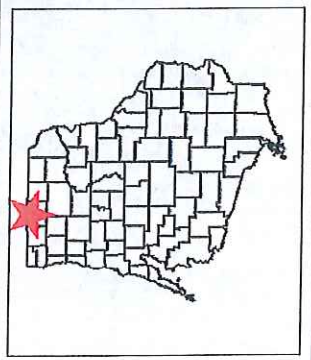
Stacy L. Marshall  
Biologist/Project Manager - St. Paul District, Waukesha Field Office (Rock, Dodge, Jefferson, and Walworth counties) United States Army Corps of Engineers  
20711 Watertown Road, Suite F  
Waukesha, WI 53186

Phone: 262-717-9540, ext. 5  
FAX: 262-717-9549

# Wisconsin Wetland Inventory



This map is a user generated static output from an internet mapping site and is for general reference only. Data layers that appear on this map may or may not be accurate, current, or otherwise reliable. THIS MAP IS NOT TO BE USED FOR NAVIGATION.



## Legend

- Major Highways
  - Interstate
  - State Highway
  - U.S. Highways
  - County Roads
  - Local Roads
- 24K County Boundaries
- DNR Wetland Points
  - Excavated Pond
  - Dammed Pond
  - Wetland Too Small to Delineate
  - Filled Excavated Pond
  - Filled Dammed Pond
  - Filled Wetland Too Small to Delineate
  - Filled or Drained Wetland
- DNR Wetland Areas
  - Upland
  - Wetland
  - Filled or Drained Wetland
  - 24K Open Water
- 24K Rivers and Shorelines
  - Intermittent
  - Fluctuating
  - Perennial

Scale: 1:5,252





