

RESOLUTION NO.: 9—2023-24

TO THE HONORABLE, THE OUTAGAMIE COUNTY BOARD OF SUPERVISORS

LADIES AND GENTLEMEN:

2/3 MAJORITY – 24 VOTES

1 For several years the Health and Human Services Department has underspent its 85.21
2 Transportation Funds allocated to the department by the Wisconsin Department of
3 Transportation (WisDOT). These funds are used to provide specialized transportation
4 to elderly and disabled citizens of the county. Underspent funds in a calendar year are
5 added to an 85.21 Trust Fund for that particular county to be used for specialized and
6 restrictive purchases that benefit the elderly and disabled. Trust funds cannot be used
7 for normal yearly services. Over the years, Outagamie County has used funds in the
8 trust fund to help purchase buses and small vans that help provide specialized
9 transportation services to the elderly and disabled citizens of the county. Recently,
10 demand for buses and vehicles has decreased and the trust fund balance has grown to
11 over \$846,461. Working closely with the County Parks Department and the WisDOT,
12 the Health and Human Services Department is recommending that over the next three
13 years a significant amount of these accumulated trust funds be used to increase access
14 to County Parks for the elderly and disabled.

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16 In the 2023 budget, the Health and Human Services Department budgeted \$238,000 for
17 the purchase of two buses. Those buses are not currently needed. Therefore, this
18 request is to reallocate \$238,000 of 85.21 trust funds plus an additional \$18,889 of
19 85.21 trust funds to purchase the following items in 2023 (combined total \$256,889):

- 20 • Create accessible Kayak Boat Launch at the Koepke Access Point / Wolf River:
21 \$246,924
- 22 • Purchase two 5' x 50' Mobi Mat Walkways at Plamann Park: \$4,438
- 23 • Purchase one 5' x 16.5' Mobi Mat Walkway at Plamann Park: \$829
- 24 • Purchase two MobiChair Beach Wheelchairs at Plamann Park: \$4,698

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26 NOW THEREFORE, the undersigned members of the Health and Human Services Committee
27 recommend adoption of the following resolution.

28 BE IT RESOLVED, that the Outagamie County Board of Supervisors does approve of entering
29 into the attached Professional Services Agreement with MSA Professional Services, Inc., which by
30 reference is made a part hereof, for design work for an accessible Canoe/Kayak launch at the Koepke
31 Access Point, and

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BE IT FURTHER RESOLVED, that the Outagamie County Board of Supervisors does authorize and approve of increasing the Aging Services – Expenditures, Capital Outlay line item and Aging Services – Revenue, Trans-WI 85.21 line item by \$18,889 each as noted on the attached fiscal note, which by reference is made a part hereof, and

BE IT FINALLY RESOLVED, that the Outagamie County Clerk be directed to forward a copy of this resolution to the Outagamie County Health and Human Services Director and the Outagamie County Finance Director.

Dated this ____ day of May 2023

Respectfully Submitted,

HEALTH AND HUMAN SERVICES
COMMITTEE

Dan Gabrielson

Justin Krueger

Jeff McCabe

Cathy Thompson

Kelly Schroeder

Duly and officially adopted by the County Board on: _____

Signed: _____
Board Chairperson

County Clerk

Approved: _____

Vetoed: _____

Signed: _____
County Executive



Professional Services Agreement

MSA Project Number: 17716006

This AGREEMENT (Agreement) is made today January 19, 2023 by and between OUTAGAMIE COUNTY (OWNER) and MSA PROFESSIONAL SERVICES, INC. (MSA), which agree as follows:

Project Name: Outagamie County - Koepke Access Canoe/Kayak Launch Design

The scope of the work authorized is: See attached.

The schedule to perform the work is: Approx. Start Date: February 1, 2023
Approx. Completion Date: November 1, 2023

The lump sum fee for the work is: \$24,500.00

All services shall be performed in accordance with the General Terms and Conditions of MSA, which is attached and made part of this Agreement. Any attachments or exhibits referenced in this Agreement are made part of this Agreement. Payment for these services will be on a time and expense basis.

Approval: Authorization to proceed is acknowledged by signatures of the parties to this Agreement.

OUTAGAMIE COUNTY

MSA PROFESSIONAL SERVICES, INC.

Loren Dieck
Parks Director
Date: _____

Raine Gardner, PE
Team Leader
Date: January 19, 2023

410 S. Walnut St.
Appleton, WI 54911
Phone: 920-832-4791

1230 South Blvd.
Baraboo, WI 53913
Phone: 608-355-8913

**ATTACHMENT A:
RATE SCHEDULE**

<u>CLASSIFICATION</u>	<u>LABOR RATE</u>
Administrative	\$ 85 – \$140/hr.
Architects	\$ 70 – \$205/hr.
Community Development Specialists	\$140 – \$175/hr.
Digital Design	\$165 – \$180/hr.
Environmental Scientists/Hydrogeologists.....	\$100 – \$170/hr.
Geographic Information Systems (GIS).....	\$ 90 – \$175/hr.
Housing Administration	\$ 90 – \$160/hr.
Inspectors/Zoning Administrators	\$100 – \$120/hr.
IT Support	\$165 – \$180/hr.
Land Surveying	\$ 90 – \$175/hr.
Landscape Designers & Architects.....	\$ 70 – \$205/hr.
Planners.....	\$ 95 – \$160/hr.
Principals	\$200 – \$300/hr.
Professional Engineers/Designers of Engineering Systems	\$140 – \$175/hr.
Project Managers.....	\$145 – \$220/hr.
Real Estate Professionals	\$130 – \$145/hr.
Staff Engineers	\$ 70 – \$130/hr.
Technicians.....	\$ 90 – \$140/hr.
Wastewater Treatment Plant Operator.....	\$ 85 – \$105/hr.

REIMBURSABLE EXPENSES

Copies/Prints	Rate based on volume
Specs/Reports	\$10
Copies	\$0.20/page
Plots	\$0.015/sq.in.
Flash Drive	\$10
GPS Equipment	\$30/hour
Laser Level	\$10/per day
Mailing/UPS	At cost
Mileage – Reimbursement	IRS Rate – IRS Rate + \$5/day
Mileage – MSA Vehicle	\$0.70 mile
Nuclear Density Testing	\$25.00/day + \$10/test
Organic Vapor Field Meter	\$100/day
PC/CADD Machine	Included in labor rates
Robotic Survey Equipment.....	\$40/hour
Stakes/Lath/Rods.....	At cost
Travel Expenses, Lodging, & Meals.....	At cost
Traffic Counting Equipment & Data Processing.....	At cost
Geodimeter	\$30/hour
Drone Flight	\$390/flight

Labor rates represent an average or range for a particular job classification. These rates are in effect until December 31, 2023.

**Outagamie County, WI – Koepke Access Canoe/Kayak Launch Design
Scope of Services
MSA Project #17716004.0**

PROJECT UNDERSTANDING/ASSUMPTIONS

Outagamie County is looking to develop an ADA compliant canoe/kayak launch at Koepke Access near Shiocton on the Wolf River. The current site has a motorized boat launch, ADA vehicle parking, gravel parking lot, and fishing piers, but a separated canoe/kayak launch is desired to accommodate the different recreational activity on the river. With the fluctuating river elevation and maintenance concerns, it has been discussed to consider for this project the stepped canoe/kayak approach that will accommodate various safe paddling river elevations. With prior work at this site, it is assumed, the County has the proper site survey for the access point to be designed. If any additional survey is needed, it is assumed, the County will use their contacted surveyor to collect the additional survey work needed to complete the design. The launch design will consider overall canoe/kayak launch access, shoreline protection around the new launch, ADA compliance, ADA access to the launch from the parking area, and river fluctuation for the proper useable and safe range for the access.

Our Scope of Services is as follows:

CONCEPT PLAN DEVELOPMENT-

1. Kick-off meeting will be held with the County to discuss the overall project and site. **(Meeting #1)** Meeting will review the site, locate the launch at the site, and consider overall structure sizing. In conjunction with the project kick-off, the meeting would be expanded to include and meet with the WDNR permitter at the site to review their needs and requirements for the permits required to construct the project.
2. Upon meeting with the County and WDNR, MSA will begin the overall design for the stepped canoe/kayak launch design. River water fluctuation and elevation data will be analyzed for the site to develop the safe, useable range for the launch and paddlers to set the overall height of the steps and needed ADA access to the launch area. County shall provide as much historical information to MSA about the site to assist with supporting the design.
3. MSA will develop overall biddable construction plans for the launch and site design. Upon developing plans to about 50% design, MSA will meet with the County staff to review the design and collect comments. **(Meeting #2 – virtual)** A preliminary project estimate will also be developed at this point to be considered.
4. As plans are developed for the project, WDNR permits will be applied for and submitted. Assumed WDNR permits required for this project include:
 - a. WDNR – Ch. 30 Miscellaneous Structure, Shoreline Restoration, and possibly a Wetlands Disturbance Permit
5. Upon the completion of the design review meeting and submission of permits, MSA will complete the overall design plans to be used for bidding. Project specifications will also be developed as part of the construction documents to be used for bidding.
6. A final cost estimate will be developed upon completion of the construction documents.
7. **The following is a list of final deliverables MSA will provide for the development such documents listed above:**
 - a. Final Construction Documents (plans and specifications), as a PDF file.
 - b. Preliminary and Final project cost estimates (PDF).
 - c. WDNR Permits (PDF).
8. It is assumed the County will bid the project per their bidding process. During this time, MSA will be available to answer questions and develop any required addendums as needed.

9. During the project construction phase, MSA will assist with reviewing applicable shop drawing submittals for the project. It is assumed eight (8) hours of submittal review. In addition, the County may share photos of the construction with MSA to review and comment during construction. MSA will plan to make two (2) site trips to review construction progress and review the site (estimated total of 8 hours for site review). MSA may also attend a virtual pre-construction meeting to assist with kicking off the project for construction.

ESTIMATED PROJECT SCHEDULE

Date	Milestone
February 2023	Project Kickoff and Meeting #1
February - April 2023	Launch Design & Review Meeting with County – Meeting #2
May – June 2023	Finalize the Pier Design and answer Bidding Questions
August – September 2023	Review Shop Drawings
August – November 2023	Construction Site Observations

Additional Services (not included in the above scope for this project but could be added if desired)

- 1) Additional meetings and public engagement beyond the above listed.
- 2) Project Bidding
- 3) Construction Administration/Full Observation
- 4) Grant Applications/Administration.
- 5) Wetland Delineation and Floodplain Analysis
- 6) Archeological Review
- 7) Soil Borings and Geotechnical Report
- 8) Site Topographic Survey

Work Performed by Owner

- 1) Provide Record Drawings of previous work or other historical data on the site
- 2) Provide any other applicable documentation relating to the project site.
- 3) Project Bidding
- 4) Construction Administration and Observation
- 5) County to provide to MSA any required specification information to be used in the Construction/Bidding documents.

**MSA PROFESSIONAL SERVICES, INC. (MSA)
GENERAL TERMS AND CONDITIONS OF SERVICES (PUBLIC)**

1. **Scope and Fee.** The scope of Owner's Project (the "Project"), scope of MSA's services (the "Work"), and quoted fees for those services are defined in Attachment A. The scope and fee constitute a good faith estimate of the tasks and associated fees required to perform the services defined in Attachment A. This agreement upon execution by both parties hereto, can be amended only by written instrument signed by both parties. For those projects involving conceptual or process development service or involve renovation of an existing building or structure, activities often cannot be fully defined during initial planning. As the Project progresses, facts uncovered may reveal a change in direction which may alter the Work. MSA will promptly inform the OWNER in writing of such situations so that changes in this agreement can be made as required.

2. **Owner's Responsibilities.**

(a) Project Scope and Budget

The OWNER shall define the scope and budget of the Project and, when applicable, periodically update the Project budget, including that portion allocated for the cost of the Work. The Project budget shall include contingencies for design, development, and, when required by the scope of the Project, construction of the Project. The OWNER shall not significantly increase or decrease the overall Project scope or schedule, the portion of the budget allocated for the cost of the Work, or contingencies included in the overall budget or a portion of the budget, without the agreement of MSA to a corresponding change in the Project scope, quality, schedule, and compensation of MSA.

(b) Designated Owner Representative

The OWNER shall identify a Designated Representative who shall be authorized to act on behalf of the OWNER with respect to the Project. OWNER's Designated Representative shall render related decisions in a timely manner so as to avoid unreasonable delay in the orderly and sequential progress of MSA's services. MSA shall not be liable for any error or omission made by OWNER, OWNER's Designated Representative, or OWNER's consultant.

(c) Tests, Inspections, and Reports

When required by the scope of the Project, the OWNER shall furnish tests, inspections, and reports required by law or the Contract Documents, such as planning studies; preliminary designs; structural, mechanical, or chemical tests; tests for air, water, or soil pollution; and tests for hazardous materials.

(d) Additional Consultants

MSA's consultants shall be identified in Attachment A. The OWNER shall furnish the services of other consultants other than those designated in Attachment 1, including such legal, financial, accounting, and insurance counseling services as may be required for the Project.

(e) OWNER Provided Services and Information

MSA shall be entitled to rely on the accuracy and completeness of services and information furnished by the OWNER, Designated OWNER Representative, or Consultant. MSA shall use reasonable efforts to provide prompt written notice to the OWNER if MSA becomes aware of any errors, omissions, or inconsistencies in such services or information.

3. **Billing.** MSA will bill the OWNER monthly with net payment due upon receipt. Balances due past thirty (30) days shall be subject to an interest charge at a rate of 12% per year from said thirtieth day. In addition, MSA may, after giving seven days written notice, suspend service under any agreement until the OWNER has paid in full all amounts due for services rendered and expenses incurred, including the interest charge on past due invoices.

4. **Costs and Schedules.** Costs (including MSA's fees and reimbursable expenses) and schedule commitments shall be subject to change for delays caused by the OWNER's failure to provide specified facilities or information or for delays caused by unpredictable occurrences including, without limitation, fires, floods, riots, strikes, unavailability of labor or materials, delays or defaults, by suppliers of materials or services, process shutdowns, pandemics, acts of God or the public enemy, or acts of regulations of any governmental agency. Temporary delays of services caused by any of the above which result in additional costs beyond those outlined may require renegotiation of this agreement.

5. **Access to Site.** Owner shall furnish right-of-entry on the Project site for MSA and, if the site is not owned by Owner, warrants that permission has been granted to make planned explorations pursuant to the scope of

services. MSA will take reasonable precautions to minimize damage to the site from use of equipment, but has not included costs for restoration of damage that may result and shall not be responsible for such costs.

6. **Location of Utilities.** Owner shall supply MSA with the location of all pre-existent utilities and MSA has the right to reasonably rely on all Owner supplied information. In those instances where the scope of services require MSA to locate any buried utilities, MSA shall use reasonable means to identify the location of buried utilities in the areas of subsurface exploration and shall take reasonable precautions to avoid any damage to the utilities noted. However, Owner agrees to indemnify and defend MSA in the event of damage or injury arising from damage to or interference with subsurface structures or utilities which result from inaccuracies in information of instructions which have been furnished to MSA by others.

7. **Professional Representative.** MSA intends to serve as the OWNER's professional representative for those services as defined in this agreement, and to provide advice and consultation to the OWNER as a professional. Any opinions of probable project costs, reviews and observations, and other recommendations made by MSA for the OWNER are rendered on the basis of experience and qualifications and represents the professional judgment of MSA. However, MSA cannot and does not warrant or represent that proposals, bid or actual project or construction costs will not vary from the opinion of probable cost prepared by it.

8. **Construction.** When applicable to the scope of the Project, the OWNER shall contract with a licensed and qualified Contractor for implementation of construction work utilizing a construction contract based on an EJCDC construction contract and general conditions appropriate for the scope of the Project and for the delivery method. In the construction contract, the OWNER shall use reasonable commercial efforts to require the Contractor to (1) obtain Commercial General Liability Insurance with contractual liability coverage insuring the obligation of the Contractor, and name the OWNER, MSA and its employees and consultants as additionally insureds of that policy; (2) indemnify and hold harmless the OWNER, MSA and its employees and consultants from and against any and all claims, damages, losses, and expenses ("Claims"), including but not limited to reasonable attorney's fees and economic or consequential damages arising in whole or in part out of the negligent act or omission of the contractor, and Subcontractor or anyone directly or indirectly employed by any of them. This agreement shall not be construed as giving MSA, the responsibility or authority to direct or supervise construction means, methods, techniques, sequence, or procedures of construction selected by the contractors or subcontractors or the safety precautions and programs incident to the work, the same being the sole and exclusive responsibility of the contractors or subcontractors.

9. **Standard of Care.** In conducting the services, MSA will apply present professional, engineering and/or scientific judgment, which is known as the "standard of care". The standard of care is defined as that level of skill and care ordinarily exercised by members of the same profession practicing at the same point in time and in the same or similar locality under similar circumstances in performing the Services. The OWNER acknowledges that "current professional standards" shall mean the standard for professional services, measured as of the time those services are rendered, and not according to later standards, if such later standards purport to impose a higher degree of care upon MSA.

MSA does not make any warranty or guarantee, expressed or implied, nor have any agreement or contract for services subject to the provisions of any uniform commercial code. Similarly, MSA will not accept those terms and conditions offered by the OWNER in its purchase order, requisition, or notice of authorization to proceed, except as set forth herein or expressly agreed to in writing. Written acknowledgement of receipt, or the actual performance of services subsequent to receipt of such purchase order, requisition, or notice of authorization to proceed is specifically deemed not to constitute acceptance of any terms or conditions contrary to those set forth herein.

10. **Municipal Advisor.** MSA Professional Services, Inc. is not acting as a 'Municipal Advisor' to the owner pursuant to Section 15B of the Exchange Act. For financial advice related to the corresponding project, the client is encouraged to discuss their finances with internal and/or external advisors and experts before making decisions incurring debt and/or supporting those obligations. MSA desires to serve each client well by providing the best information publicly available and is providing information as part of its engineering responsibilities to inform client options. The information is not intended to provide financial advice or recommendations and is not bound by the formal Municipal Advisor fiduciary duty.

11. **Conduct Expectations.** Owner and MSA understand their respective obligations to provide a safe, respectful work environment for their employees. Both parties agree that harassment on the job (unwelcome verbal, physical or other behavior that is related to sex, race, age, or protected class status) will not be tolerated and will be addressed timely and in compliance with anti-harassment laws.

12. **Electronic Documents and Transmittals.** Owner and MSA agree to transmit and accept project related correspondence, documents, text, data, drawings and the like in digital format in accordance with MSA's Electronic Data Transmittal policy. Each party is responsible for its own cybersecurity, and both parties waive the right to pursue liability against the other for any damages that occur as a direct result of electronic data sharing.

13. **Building Information Modelling (BIM).** For any projects, and not limited to building projects, utilizing BIM, OWNER and MSA shall agree on the appropriate level of modelling required by the project, as well as the degree to which the BIM files may be made available to any party using the Electronic Document Transmittal provisions of section 10 of this Agreement.

14. **Construction Site Visits.** If the scope of services includes services during the Construction Phase, MSA shall make visits to the site as specified in Attachment A– Scope of Services. MSA shall not, during such visits or as a result of such observations of Contractor's work in progress, supervise, direct or have control over Contractor's work nor shall MSA have authority over or responsibility for the means, methods, techniques, sequences or procedures of construction selected by Contractor, for safety precautions and programs incident to the work of Contractor or for any failure of Contractor to comply with laws, rules, regulations, ordinances, codes or orders applicable to Contractor's furnishing and performing the work. Accordingly, MSA neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform its work in accordance with the Contract Documents.

15. **Termination.** This Agreement shall commence upon execution and shall remain in effect until terminated by either party, at such party's discretion, on not less than thirty (30) days' advance written notice. The effective date of the termination is the thirtieth day after the non-terminating party's receipt of the notice of termination. If MSA terminates the Agreement, the OWNER may, at its option, extend the terms of this Agreement to the extent necessary for MSA to complete any services that were ordered prior to the effective date of termination. If OWNER terminates this Agreement, OWNER shall pay MSA for all services performed prior to MSA's receipt of the notice of termination and for all work performed and/or expenses incurred by MSA in terminating Services begun after MSA's receipt of the termination notice. Termination hereunder shall operate to discharge only those obligations which are executory by either party on and after the effective date of termination. These General Terms and Conditions shall survive the completion of the services performed hereunder or the Termination of this Agreement for any cause.

This agreement cannot be changed or terminated orally. No waiver of compliance with any provision or condition hereof should be effective unless agreed in writing and duly executed by the parties hereto.

16. **Betterment.** If, due to MSA's error, any required or necessary item or component of the Project is omitted from the construction documents, MSA's liability shall be limited to the reasonable costs of correction of the construction, less what OWNER'S cost of including the omitted item or component in the original construction would have been had the item or component not been omitted. It is intended by this provision that MSA will not be responsible for any cost or expense that provides betterment, upgrade, or enhancement of the Project.

17. **Hazardous Substances.** OWNER acknowledges and agrees that MSA has had no role in identifying, generating, treating, storing, or disposing of hazardous substances or materials which may be present at the Project site, and MSA has not benefited from the processes that produced such hazardous substances or materials. Any hazardous substances or materials encountered by or associated with Services provided by MSA on the Project shall at no time be or become the property of MSA. MSA shall not be deemed to possess or control any hazardous substance or material at any time; arrangements for the treatment, storage, transport, or disposal of any hazardous substances or materials, which shall be made by MSA, are made solely and exclusively on OWNER's behalf for OWNER's benefit and at OWNER's direction. Nothing contained within this Agreement shall be construed or interpreted as requiring MSA to assume the status of a generator, storer, treater, or disposal facility as defined in any federal, state, or local statute, regulation, or rule governing treatment, storage, transport, and/or disposal of hazardous substances or materials.

All samples of hazardous substances, materials or contaminants are the property and responsibility of OWNER and shall be returned to OWNER at the end of a project for proper disposal. Alternate arrangements to ship such samples directly to a licensed disposal facility may be made at OWNER's request and expense and subject to this subparagraph.

18. **Insurance.** MSA will maintain insurance coverage for: Worker's Compensation, General Liability, and Professional Liability. MSA will provide information as to specific limits upon written request. If the OWNER requires coverages or limits in addition to those in effect as of the date of the agreement, premiums for additional

insurance shall be paid by the OWNER. The liability of MSA to the OWNER for any indemnity commitments, or for any damages arising in any way out of performance of this contract is limited to such insurance coverages and amount which MSA has in effect.

19. **Reuse of Documents.** Reuse of any documents and/or services pertaining to this Project by the OWNER or extensions of this Project or on any other project shall be at the OWNER's sole risk. The OWNER agrees to defend, indemnify, and hold harmless MSA for all claims, damages, and expenses including attorneys' fees and costs arising out of such reuse of the documents and/or services by the OWNER or by others acting through the OWNER.

20. **Indemnification.** To the fullest extent permitted by law, MSA shall indemnify and hold harmless, OWNER, and OWNER's officers, directors, members, partners, consultants, and employees (hereinafter "OWNER") from reasonable claims, costs, losses, and damages 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 MSA or MSA's officers, directors, members, partners, employees, or Consultants (hereinafter "MSA"). In no event shall this indemnity agreement apply to claims between the OWNER and MSA. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that MSA is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of MSA to defend the OWNER on any claim arising under this agreement.

To the fullest extent permitted by law, OWNER shall indemnify and hold harmless, MSA, and MSA's officers, directors, members, partners, consultants, and employees (hereinafter "MSA") from reasonable claims, costs, losses, and damages 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 OWNER or the OWNER's officers, directors, members, partners, employees, or Consultants (hereinafter "OWNER"). In no event shall this indemnity agreement apply to claims between MSA and the OWNER. This indemnity agreement applies solely to claims of third parties. Furthermore, in no event shall this indemnity agreement apply to claims that the OWNER is responsible for attorneys' fees. This agreement does not give rise to any duty on the part of the OWNER to defend MSA on any claim arising under this agreement.

To the fullest extent permitted by law, MSA's total liability to OWNER and anyone claiming by, through, or under OWNER for any cost, loss or damages caused in part or by the negligence of MSA and in part by the negligence of OWNER or any other negligent entity or individual, shall not exceed the percentage share that MSA's negligence bears to the total negligence of OWNER, MSA, and all other negligent entities and individuals.

21. **Accrual of Claims.** To the fullest extent permitted by Laws and Regulations, all causes of action arising under this Agreement will be deemed to have accrued, and all statutory periods of limitation will commence, no later than the date of Substantial Completion; or, if Engineer's services do not include Construction Phase services, or the Project is not completed, then no later than the date of Owner's last payment to Engineer.

22. **Dispute Resolution.** OWNER and MSA desire to resolve any disputes or areas of disagreement involving the subject matter of this Agreement by a mechanism that facilitates resolution of disputes by negotiation rather than by litigation. OWNER and MSA also acknowledge that issues and problems may arise after execution of this Agreement which were not anticipated or are not resolved by specific provisions in this Agreement. Accordingly, both OWNER and MSA will endeavor to settle all controversies, claims, counterclaims, disputes, and other matters in accordance with the Construction Industry Mediation Rules of the American Arbitration Association currently in effect, unless OWNER and MSA mutually agree otherwise. Demand for mediation shall be filed in writing with the other party to this Agreement. A demand for mediation shall be made within a reasonable time after the claim, dispute or other matter in question has arisen. In no event shall the demand for mediation be made after the date when institution of legal or equitable proceedings based on such claim, dispute or other matter in question would be barred by the applicable statute of limitations. Neither demand for mediation nor any term of this Dispute Resolution clause shall prevent the filing of a legal action where failing to do so may bar the action because of the applicable statute of limitations. If despite the good faith efforts of OWNER and MSA any controversy, claim, counterclaim, dispute, or other matter is not resolved through negotiation or mediation, OWNER and MSA agree and consent that such matter may be resolved through legal action in the court having jurisdiction as specified in section 29 of this Agreement.

23. **Exclusion of Special, Indirect, Consequential and Liquidated Damages.** MSA shall not be liable, in contract or tort or otherwise, for any special, indirect, consequential, or liquidated damages including specifically, but without limitation, loss of profit or revenue, loss of capital, delay damages, loss of goodwill, claim of third parties, or similar damages arising out of or connected in any way to the Project or this contract.

24. **Limitation of Liability.** Neither MSA, its Consultants (if any), nor their employees shall be jointly, severally, or individually liable to the OWNER in excess of the amount of the insurance proceeds available.

25. **Successors and Assigns.** The successors, executors, administrators, and legal representatives of Owner and Engineer 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. Neither party may assign, sublet, or transfer any rights under or interest (including, but without limitation, claims arising out of this Agreement or money that is due or may become due) in this Agreement without the written consent of the other party, which shall not be unreasonable withheld, except to the extent that any assignment, subletting, or transfer is mandated by law.

26. **Notices.** Any notice required under this Agreement will be in writing, and delivered: in person (by commercial courier or otherwise); by registered or certified mail; or by e-mail to the recipient, with the words "Formal Notice" or similar in the e-mail's subject line. All such notices are effective upon the date of receipt.

27. **Survival.** Subject to applicable Laws and Regulations, all express representations, waivers, indemnifications, and limitations of liability included in this Agreement will survive its completion or termination for any reason.

28. **Severability.** Any provision or part of the Agreement held to be void or unenforceable under any Laws or Regulations will be deemed stricken, and all remaining provisions will continue to be valid and binding upon Owner and MSA.

29. **No Waiver.** A party's non-enforcement of any provision will not constitute a waiver of that provision, nor will it affect the enforceability of that provision or of the remainder of this Agreement.

30. **State Law.** This agreement shall be construed and interpreted in accordance with the laws of the State of Wisconsin.

31. **Jurisdiction.** OWNER hereby irrevocably submits to the jurisdiction of the state courts of the State of Wisconsin for the purpose of any suit, action or other proceeding arising out of or based upon this Agreement. OWNER further consents that the venue for any legal proceedings related to this Agreement shall be Sauk County, Wisconsin.

32. **Understanding.** This agreement contains the entire understanding between the parties on the subject matter hereof and no representations. Inducements, promises or agreements not embodied herein (unless agreed in writing duly executed) shall be of any force or effect, and this agreement supersedes any other prior understanding entered into between the parties on the subject matter hereto.

Greetings Lori and Eric,

As you know, Outagamie County Transportation Trust Fund is currently pretty significant. At the end of 2021 our balance was \$687,084.41 with fully matched dollars. Outagamie County would like to provide a formal request to spend this trust fund on transportation activities and items to help make Outagamie County Parks more accessible to the elderly and disabled population. Outagamie County is committed to making our community available to all who reside here regardless of age and disability. I have included a detailed spreadsheet to outline the costs and I have described them below. Please let me know if you would like to discuss and what your timeline is for approval. We will need to do some Board approvals and Budget adjustments before we are able to move forward, therefore we are excited to get started with DOT's approval!

Accessible Kayak Launches – Our plan is to do 1 per year, with a total of 3 being constructed on the Wolf River in Outagamie County. I have attached the *'Proposal for Launches'* and the *'Launch Cost Estimate'* from MSA Professional Services to this email.

LAUNCH	COST	YEAR OF COMPLETION
Koepke Access - Shiocton	\$246,924	Summer 2023
Barker Access - Shiocton	\$246,924	Summer 2024
Stephensville Access - Stephenville	\$246,924	Summer 2025

Here is the design that the Contractor came up with that has been used around the State for accessibility to rivers. Ours will have a removable bench to assist boaters down to the water and entering their vessel, regardless of their mobility issues and limitations. The Wolf River can be pretty volatile, so we need an option that will stand the test of time and also the flow of the river.



Here are the 3 Outagamie County Parks that will receive the Kayak Launches:

Koepke Access – Shiocton



Barker Park Access – Shiocton



Stephensville Access – Stephenville



Accessible Equipment – In addition to the 3 Kayak launches, we are proposing to purchase some equipment to help individuals navigate down to the water in one of our largest County Parks – Plamann Park. This Park has several opportunities to hold gatherings and events, along with having a lake and beach to swim and enjoy. This will allow those with mobility issues and limitations to enjoy the lake as well and give them a solution to navigate to the water.

Equipment	Cost	Year of Completion
2 - 5ft x 50ft Mobi Mat Walkways	\$4438	2023
5ft x 16.5 ft Mobi Mat Walkway	\$829	2023
2 MobiChair Beach Wheelchairs	\$4698	2023
	Total: \$9965	

*These prices do not include shipping.

Here are the items we are proposing to purchase to allow the park to be more accessible.



Trackchairs - We are proposing to purchase 2 Action Trackchairs for our parks if there is additional funds available. These would be managed and secured by the park management and would allow those who are elderly and/or have a mobility impairment to enjoy our nature trails throughout our park system.

Equipment	Cost	Year of Completion
2- Action Trackchairs	\$25,000	2025
	Total: \$50,000	



In closing, I want to thank you for the opportunity to propose these important projects to use our Trust Fund balance. This will create some partnerships with the Outagamie County Parks and Aging and Long Term Support. In the end, our parks will be accessible for all abilities to use and enjoy. We hope you consider our proposals and see the value in these enhancements as we do.

TRUST FUND SPENDING SUMMARY

2023

Project	Cost	Year of Completion
Koepke Access - Shiocton	\$246,924	2023
2 - 5ft x 50ft Mobi Mat Walkways	\$4438	2023
5ft x 16.5 ft Mobi Mat Walkway	\$829	2023
2 MobiChair Beach Wheelchairs	\$4698	2023
	Total: \$256,889	

2024

Project	Cost	Year of Completion
Barker Access - Shiocton	\$246,924	2024
	Total: \$246,924	

2025

Project	Cost	Year of Completion
Stephensville Access - Stephenville	\$246,924	2025
Action Trackchair	\$25,000	2025
Action Trackchair	\$25,000	2025
	Total: \$296,924	

OUTAGAMIE COUNTY FISCAL NOTE

INTRODUCTION: This form must be attached to any resolution or ordinance which contains a spending or revenue proposal. The form should be completed by an individual within the department initiating the resolution or ordinance with assistance from the Financial Services Department. Contact the Finance Director (1675), Controller (1674) or Staff Accountant (1681) for assistance. Once completed, forward a copy of the form to the Financial Services Department for their review. Financial Services will forward a reviewed copy of the fiscal note to Legislative Services.

1. **Subject:** Request to Reallocate 85.21 Transportation Trust Fund Expenditures in the 2023 Budget

2. **Description:** This section must be completed for all fiscal notes. Briefly and concisely describe the request. State assumptions used and discuss any current year and long-term fiscal impacts. (A separate attachment can be used)

For several years now, Health and Human Services has underspent its 85.21 Transportation Funds allocated to the Department by the Department of Transportation (DOT). These funds are used to provide specialized transportation to elderly and disabled citizens of the county. Underspent funds in a calendar year are added to an 85.21 trust fund for that particular county to be used for specialized and restrictive purchases that benefit the elderly and disabled. Trust funds cannot be used for normal yearly services. Over the years, Outagamie County has used funds in the trust fund to help purchase buses and small vans that help provide specialized transportation services to the elderly and disabled citizens of the county. Recently demand for buses and vehicles has decreased and the trust fund balance has grown to over \$846,461. Working closely with the County Parks Department and the Department of Transportation, Health and Human Services is recommending that over the next three years we utilize a significant amount of these accumulated trust funds to increase access to County Parks for the elderly and disabled.

In the 2023 budget, Health and Human Services budgeted \$238,000 for the purchase of two buses. Those buses are not currently needed, so we are requesting to reallocate the \$238,000 of 85.21 trust funds plus an additional \$18,889 of 85.21 trust funds to purchase the following items in 2023 (combined total \$256,889):

- Create accessible Kayak Boat Launch at the Koepke Access Point/Wolf River - \$246,924
- Purchase Two 5 foot by 50 foot Mobi Mat Walkways/Plamann Park - \$4,438
- Purchase One 5 foot by 16.5 foot Mobi Mat Walkway/Plamann Park - \$829
- Purchase Two MobiChair Beach Wheelchairs/Plamann Park - \$4,698

Current Year Budget Impact (Check one or more of the following boxes)

Revenues Expenses (Cost) None

- 3. Is the specific cost or revenue included in the current year's budget? yes () no () partially (x)
- 4. If the proposal requests additional spending, can the additional cost be absorbed within the current year's line item? yes () no (x) n/a ()
- 5. Is the proposal to accept additional revenues only? yes () no (x)
- 6. Does this request modify/adjust the current year budget? yes (x) no ()
If no, skip to question 8 below.
- 7. Detail current year budget changes. Please list cost center name, line item, account number and either the increase or decrease amount. (Please note that all budget adjustments must balance. For example, an increase in an expenditure account must be offset by a decrease in another expenditure account or the contingency fund or an increase in a revenue account or other funding sources such as fund balance applied.)

Cost Center Name	Line Item	Account Number Including Cost Center	Increase (Decrease) Amount
Aging Services - Expenditures	Capital Outlay	2063005.6000	\$ 18,889
Aging Services - Revenue	Trans-WI 85.21	2063005.4205.07	\$ 18,889
	Net Budget Impact		\$ -

