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RE: CITY OF LA CROSSE - WELLS FIBER CONNECTION 2021 - LA CROSSE, W

Dear Mr. Lenz,

As the City of La Crosse looks to build fiber to connect (5) wells on the UW-La Crosse campus in La Crosse, Wisconsin, ISG stands eager to assist. ISG understands the scope of this project will be to supply construction plans and technical specs, the City of La Crosse engineering department will complete bidding.

ISG can also offer construction staking, construction oversight and as-built records if the City of La Crosse utility staff would find this service beneficial to the success of this project.

Armed with this understanding, ISG proposes to provide the following scope of services to meet your needs.

## **SCOPE OF SERVICES**

ISG understands that the proposed fiber project will involve connecting fiber to (5) wells in the UW-La Crosse campus area. The proposed fiber will tie into the existing fiber that comes from City Hall to the Myrick Pump House, the tie in point is located at East Ave and La Crosse St. The proposed fiber route can be designed utilizing the street or water utility easements if necessary.

Based on a high-level project review, the total project length for this project will be 5,250' and designed underground.

The proposed fiber route to each Well will be designed as follows:

- Well #13 – Pine St. and East Ave
  - o 1,325' – Fiber tie in point to Well #13
  - o Proposed path follows East Ave
  
- Well #14 – Pine St. and Campbell Rd.
  - o 1,100' – Well #13 to Well #14
  - o Proposed path follows Pine St
  
- Myrick Park Well – 713 Hillview Ave
  - o 1,500' – Fiber tie in point to Myrick Park Well
  - o Proposed path follows La Crosse St
  
- Well # 20 – Northwest side of Emerson Drop-off Circle
  - o 750' - Tie Into New Fiber to Myrick Park Well Along La Crosse Ave to Well #20
  - o Proposed Path Utilizes Water Easement
  
- Well #21 – East end of Farwell
  - o 575' – Tie Into New Fiber to Myrick Park Well Along La Crosse Ave to Well #21
  - o Proposed Path Utilizes Water Easement

## Project Scope and Deliverables

The following services have been requested and necessary to provide a construction ready design and deliverables to permit entities and the client. City of La Crosse has also requested a probable opinion of project costs.

### CONSTRUCTION PLANS AND TECHNICAL SPECS

ISG will provide a permit and construction ready plan set to include existing utility and structure data, detailed project route, construction lengths, materials, technical specs and details.

#### *Construction Plan Set*

The following is included in our scope and pricing to complete a plan set for this project.

- ISG will work with municipalities and diggers hotline to obtain existing utility locate data
- ISG will complete a site visit to collect and verify existing utility and structure data, determine building entrances, identify construction obstacles and detailed route location layout
- Electrical design and details that include cable/conduit, building entrances, and system integration components
- Electrical technical specs and details and connection points for each Well and the Myrick server
- Drafting of plan set utilizing AutoCAD or ArcGIS depending on client and/or municipal permit entity preference
- Cover page including project data and construction details and technical specs will be included in the plan
- Project totals and materials totals will be included in plan set
- ISG Certified Wisconsin Professional Engineer will review and sign plan set if required

Plan set design, details and permit submittal package will be in accordance with City, County and State requirements.

### PERMIT SUBMITTAL (ONLY IF REQUESTED - OUTSIDE OF REQUESTED SCOPE OF WORK)

It is understood that any permitting, easement negotiations and approvals for this project will be handled by City of La Crosse engineering staff.

Upon request, ISG would be happy to assist with any required permitting. The following would be included in our scope and pricing to submit right-of-way utility permits for this project.

- ISG will complete permit applications, submit the application submittal with all required documentation and coordinate with entity to ensure approval for all City, County and State Permits required.
- Any permit fees, insurance fees, or review fees associated with the permit application are not included in this scope of work. Fees will either be paid by the client or contractor. ISG can pay for permit fees as pass through cost plus 10%.
- Environmental permitting is not included in the scope and pricing of this proposal, ISG can provide these services and pricing upon request.
- Easement acquisition if required is not part of this scope of work

ISG staff has familiarity with the process and requirements of the permits involved on this project and would be happy to assist with completion of permitting or consulting to support City of La Crosse staff.

Pricing for permitting services can be provided upon request.

#### CONSTRUCTION STAKING (ONLY IF REQUESTED - OUTSIDE OF REQUESTED SCOPE OF WORK)

It is understood that construction staking for this project is not part of the requested scope of work.

Upon request, ISG would be happy to assist with any required staking of the right-of-way, easements, and construction route line as required by contractor and client at the time of construction.

The following would be included in our scope and pricing to complete construction staking on this project.

- ISG survey, design and technical staff will research existing right-of-way to ensure compliance during design and construction.
- ISG survey, design and technical staff will research existing easements to ensure compliance during design and construction.
- ISG will complete one site visit to the project location to stake the Right-of-Way and Easements as needed as well as construction running line and hand hole placement for the contractor prior to construction.
- Site visit will need to be coordinated with construction contractor after utility locates have cleared to ensure route placement is not in conflict with existing utilities.
- It is encouraged that a representative of the City of La Crosse and construction contractor review or walkout the route with ISG representative to coordinate and address any questions or concerns and make staking adjustments prior to starting construction.
- ISG staff will be available for a reasonable amount of questions and coordination for permit entity, contractor and client during construction.
- Construction inspection and oversight, and inspection are not included in the scope of this proposal. ISG can provide these services and pricing up request.

Pricing for construction staking services can be provided upon request.

#### CONSTRUCTION AS-BUILT DRAWINGS (ONLY IF REQUESTED - OUTSIDE OF REQUESTED SCOPE OF WORK)

It is understood that construction as-built drawings for this project is not part of the requested scope of work.

If requested, upon completion of construction, ISG will update the plan set to reflect the final construction layout and provide an as-built drawing to the client for their records.

- ISG will complete one site visit to the project location to collect data points using GPS and GIS collector of the installed duct/fiber, hand hole placement, fiber sequentials and other relevant data requested of the client.
- ISG will provide As-built Plans in the form of PDF plans set and AutoCAD or GIS shapefile as required by client



## PROJECT MANAGEMENT

ISG will provide a dedicated project manager for this project who will be expected to provide the following services.

- Work with Client to identify preferred materials and details to be used for design and construction.
- Oversee and direct ISG staff throughout project process to ensure project deliverables and timelines are met
- Review design and deliverables to ensure compliance and quality is held to ISG's high standards
- If requested. Keep in close contact with permit entities to ensure their needs are met, questions are answered in timely manner and approved permits are delivered to client as quickly as possible to commence construction.
- If requested. Act as point of contact and liaison between ISG, City of La Crosse, Construction Contractor, Permit Entities and any other stakeholders with interest in the project.

## STAFFING

ISG's project team will include the following:

will provide a dedicated project manager for this project who will be expected to provide the following services.

- |                            |                               |
|----------------------------|-------------------------------|
| • Professional Engineer    | Dan Nelson, PE                |
| • Project Manager          | Doug Prigge – Senior Designer |
| • Designer                 | Assigned as Required          |
| • Survey Technician        | Assigned as Required          |
| • Drafting Technician      | Assigned as Required          |
| • Administrative Personnel | Assigned as Required          |



## SCHEDULE AND COMPENSATION

ISG proposes to provide the scope of services described within this proposal for compensation in accordance with the following schedule:

ISG has resources available immediately upon acceptance of quote and anticipate having construction plans ready for permit submittal within four weeks of the start date.

SERVICE	COMPENSATION
Construction Plans and Technical Specs	\$9,000
Permit Submittal	\$ Upon Request
Construction Staking	\$ Upon Request
Construction As-built Data Collection and Drawing	\$ Upon Request
<b>TOTAL</b>	<b>\$9,000</b>

ISG appreciates the opportunity to provide services and work with the City of La Crosse on this project.

To provide acceptance of this proposal and authorization to proceed, please sign the acknowledgement below and return a copy. We look forward to providing the City of La Crosse with responsive service, a collaborative approach, and timely delivery.

Sincerely,

Dan Nelson, PE  
Telecommunications Group Leader

[Dan.Nelson@isginc.com](mailto:Dan.Nelson@isginc.com)

**ACKNOWLEDGMENT OF ACCEPTANCE**

Accepted this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

This proposal is valid for 30 days.