

WAUPACA COUNTY

Parks & Recreation Department

Courthouse - 811 Harding St.
Waupaca, WI 54981
Phone: (715) 258-6243 Fax: (715) 258-6239

REQUEST FOR PROPOSALS COUNTY OF WAUPACA, WISCONSIN

Proposals are requested for a **65.5' Snowmobile Bridge** to meet the needs of Waupaca County.

INSTRUCTIONS TO CONTRACTORS

The County of Waupaca desires to purchase a **65.5' Snowmobile Bridge**. To better facilitate proposals from the various suppliers, we have provided you with general specifications (see attachments).

- Please be advised that only the basic specifications are listed.
- Contractors must list the specifications for their bridge. A brochure showing as many pictures as possible of your bridge and a current list of purchasers of similar bridges must be provided.
- The winning contractor must provide an engineer stamped bridge design for DNR review before any work can be completed.
- Cost shall also include removal and proper disposal of the existing bridge cross ties as well as installation of the new bridge.
- The proposer shall fill out his proposal amount by writing the amount and repeating the amount in figures.
- The proposal must be signed and dated by the Contractor, or, if a partnership or corporation, by an authorized agent.
- All proposals must be submitted in a sealed envelope marked "**Maple Creek Bridge Proposal - Waupaca County Parks & Recreation**" to the Waupaca County Parks & Recreation Committee, Waupaca County Courthouse, 811 Harding St., Waupaca, WI 54981, by **noon central time on 3 February 2023**.

Withdrawal or Revision of Proposals

Any proposal may be withdrawn or revised in writing prior to the deadline of proposals. After opening, no proposal may be withdrawn for thirty (30) calendar days.

Acceptance of Proposals

The Owner, Waupaca County, reserves the right to reject any and/or all proposals and waive all informalities or irregularities and, at its discretion, to require as a condition of acceptance of a proposal that the Proposer present information, satisfactory to Waupaca County, relating to prior experience and the Proposer’s capabilities to perform the work in accordance with the contract documents.

Any expense involved in the preparation of a proposal is the responsibility of the party attempting to do business with Waupaca County.

Waupaca County will not be liable for expenses incurred by other parties in preparing proposals, making pre-contract presentations, or any other activity conducted prior to the signing of a written contract.

Contractor Insurance

No work shall commence under this contract until the Contractor has obtained, at Contractor expense, all insurance required of him in Companies licensed to do business in the State of Wisconsin.

Insurance Requirements

- Unemployment and Social Security, as required by Federal and State Laws.
- Workman's Compensation in strict accordance with State Laws.
- Public Liability and Property Damage for the protection of the Contractor and any Sub-Contractor performing work under this Contract from claim for:
 - (1) Damages for personal injury, including accidental death.
 - (2) Property damages which may arise from operation by Contractor or by any Sub-Contractor or anyone employed directly or indirectly by either.

Limits of Liability

Public Liability, Bodily Injury	
Each person	\$1,000,000
Each Accident	\$1,000,000
Property Damage	
Any one Accident	\$1,000,000
Aggregate	\$1,000,000
Vehicle Liability and Property Damages	
Public Liability, Bodily Injury and Death	
Each Person	\$100,000
Each Accident	\$300,000
Property Damage	
Any one Accident	\$100,000

Certificate of Insurance

Shall be submitted to the Waupaca County Parks and Recreation Department by the Underwriter, immediately upon execution of the contract; bearing title and location of property and project covered and stating policy numbers, date of expiration, terms, and limits of coverage.

Billing

Billing for the project shall be to the Owner at the above address. Payment will be made within 30 days following the receipt of the billing and satisfactory completion of the project.

Proposal Form

Name of Firm Being Represented

Name / Title

Address

Signature

City, State, Zip

Date

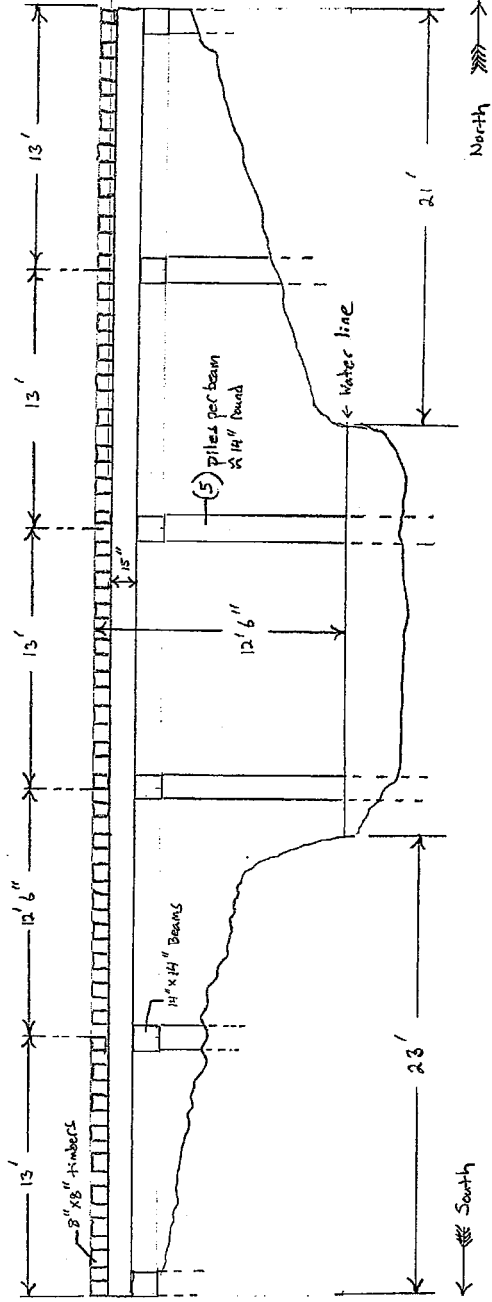
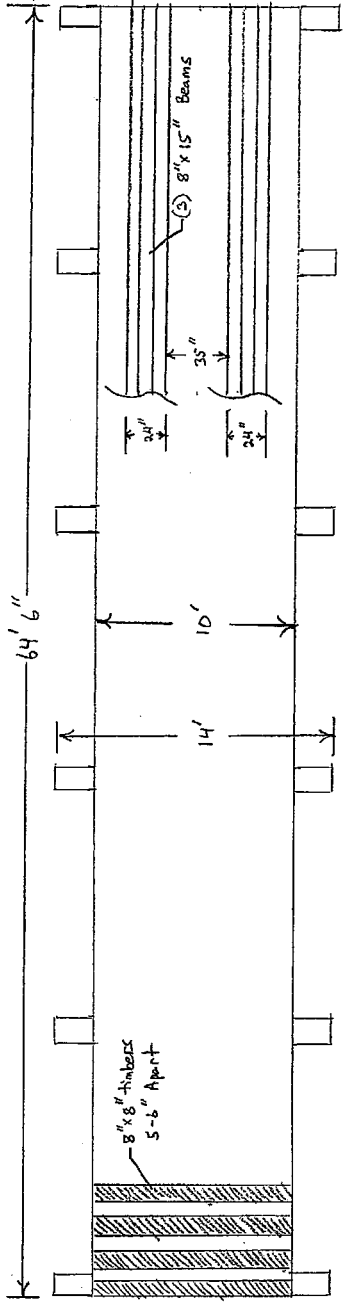
Telephone Number

\$ _____
Bridge Proposal Amount

WAUPACA COUNTY PARKS & RECREATION DEPARTMENT
65.5' Maple Creek Snowmobile Bridge
Specifications

Project Location:	On an old railroad ROW owned by the DOT located north of New London and just East of Hwy 45. The bridge is located just south of Cty WW and north of Sasse Rd where the ROW crosses Maple Creek. Town of Maple Creek, NW ¼, NW ¼, of Section 18 in Outagamie County
Length:	Approximately 65.5' in length
Width:	Minimum 12' inside railings
Abutments:	Bridge is to use existing sub-structure of the railroad bridge from the main wooden support beams that cross the river on down. The final bridge decking must be flush with trail surface on both sides to avoid a bump in the trail.
Capacity:	Minimum 25,000 lb. Capacity to meet Wisconsin Snowmobile regulations
Approaches:	The existing trail and approaches are to remain as undisturbed as possible.
Railings:	Railings must conform to DNR bridge guidelines
Bridge Materials:	Bridge design is up to the contractor as long as it is engineer stamped. Any wood used must be treated for ground contact to an appropriate standard for bridges.
Site Prep:	Removal and disposal of existing crossties as well as any other site preparations required will be the responsibility of the contractor.
Installation:	Proposal shall include installation
Engineering:	Contractor must provide engineer stamped drawings of the bridge structure showing it meets the weight capacity requirements for the Wisconsin snowmobile program.
Permit:	Waupaca County has received local and DNR permits for this bridge replacement. Contractor must meet all permit requirements.
Timeframe:	All work must be completed by December 1 st , 2023

Maple Creek Bridge - Existing Structure



State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
473 Griffith Ave.
Wisconsin Rapids, WI, 54494

Tony Evers, Governor
Preston D. Cole, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



November 28, 2022

IP-NE-2022-45-03812

Waupaca County Parks Department
Attn: John Francis
811 Harding St.
Waupaca, WI 54981

Dear Mr. Francis:

The Department of Natural Resources has completed its review of your application for a permit to reconstruct an existing public, recreational (snowmobile) bridge over Maple Creek located in the NW 1/4, SW 1/4, Section 18, Township 23, Range 15E, Town of Maple Creek, Outagamie County, WI. You will be pleased to know your application is **approved**.

I am attaching a copy of your permit, which lists the many important conditions that must be followed to protect water quality and habitat. **A copy of the permit must be posted for reference at the project site.** Please read your permit conditions carefully so that you are fully aware of what is expected of you.

Please note you are required to submit photographs of the completed project within 7 days after you've finished construction. This helps both of us to document the completion of the project and compliance with the permit conditions.

Your next step will be to notify me of the date on which you plan to start construction and again after your project is complete.

If you have any questions about about your permit, please call me at (920) 420-5960 or you can reach me by email at Jared.Seidl@wisconsin.gov

Sincerely,

A handwritten signature in black ink, appearing to read 'J Seidl'.

Jared Seidl
Water Management Specialist
WI DNR

Ecc: Jessica Kempke, U.S. Army Corps of Engineers
Steve Swanson, Outagamie County Zoning Administrator
Zack Seitz, WI DNR Conservation Warden

STATE OF WISCONSIN
DEPARTMENT OF NATURAL RESOURCES

PERMIT - BRIDGE
IP-NE-2022-45-03812

Application of Waupaca County Parks Department (Attn: John Francis) is hereby granted under Section 30.123, Wisconsin Statutes, a permit to reconstruct a bridge over Maple Creek located in the NW 1/4, SW 1/4, Sec. 18, T. 23, R. 15E, Town of Maple Creek, Outagamie County, WI, subject to the following conditions:

PERMIT

1. You must notify Jared Seidl at phone (920) 420-5960 or email Jared.Seidl@wisconsin.gov before starting construction and again not more than 5 days after the project is complete.
2. You must complete the project as described **on or before November 28, 2025**. If you will not complete the project by this date, you must submit a written request for an extension prior to expiration of the initial time limit specified in the permit. Your request must identify the requested extension date. The Department shall extend the time limit for an individual permit or contract for no longer than an additional 5 years if you request the extension before the initial time limit expires. You may not begin or continue construction after the original permit expiration date unless the Department extends the permit in writing or grants a new permit.
3. This permit does not authorize any work other than what you specifically describe in your application and plans, and as modified by the conditions of this permit. If you wish to alter the project or permit conditions, you must first obtain written approval of the Department.
4. Before you start your project, you must first obtain any permit or approval that may be required for your project by local zoning ordinances and by the U.S. Army Corps of Engineers. You are responsible for contacting these local and federal authorities to determine if they require permits or approvals for your project. These local and federal authorities are responsible for determining if your project complies with their requirements.
***Must obtain local shoreland zoning / floodplain authorization from the Outagamie County zoning office.**
5. Upon reasonable notice, you shall allow access to your project site during reasonable hours to any Department employee who is investigating the project's construction, operation, maintenance or permit compliance.
6. The Department may modify or revoke this permit for good cause, including if the project is not completed according to the terms of the permit or if the Department determines the activity is detrimental to the public interest.
7. **You must post a copy of this permit at a conspicuous location on the project site, visible from the waterway**, for at least five days prior to construction, and remaining at least five days after construction. You must also have a copy of the permit and approved plan available at the project site at all times until the project is complete.
8. Your acceptance of this permit and efforts to begin work on this project signify that you have read, understood and agreed to follow all conditions of this permit.
9. **You must submit a series of photographs to the Department, within one week of completing work on the site**. The photographs must be taken from different vantage points and depict all work authorized by this permit.
10. You, your agent, and any involved contractors or consultants may be considered a party to the violation pursuant to Section 30.292, Wis. Stats., for any violations of Chapter 30, Wisconsin Statutes, or this permit.
11. Construction shall be accomplished in such a manner as to minimize erosion and siltation into surface waters. Erosion control measures (such as silt fence and straw bales) must meet or exceed the technical standards of ch. NR 151, Wis. Adm. Code. The technical standards are found at: http://dnr.wi.gov/topic/stormwater/standards/const_standards.html
12. All equipment used for the project including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps shall be de-contaminated for invasive and exotic viruses and species prior to use and after use.

The following steps must be taken every time you move your equipment to avoid transporting invasive and exotic viruses and species. To the extent practicable, equipment and gear used on infested waters shall not be used on other non-infested waters.

1. **Inspect and remove** aquatic plants, animals, and mud from your equipment.
2. **Drain all water** from your equipment that comes in contact with infested waters, including but not limited to tracked vehicles, barges, boats, hoses, sheet pile and pumps.
3. **Dispose** of aquatic plants, animals in the trash. Never release or transfer aquatic plants, animals or water from one waterbody to another.
4. **Wash your equipment** with hot (>140° F) and/or high-pressure water,
- OR -
Allow your equipment to **dry thoroughly for 5 days**.

SPECIFIC CONDITIONS FOR BRIDGE/CULVERT CROSSINGS:

13. Heavy equipment must not be used below the ordinary high-water mark during construction or for maintenance.
14. If you remove the bridge, you must install it no earlier than November 15 and remove it no later than April 15.
15. Maintenance activities may not result in the discharge or deposition of materials (for example paint, sand or abrasives, metal or chemicals) into the waterway.
16. The bridge shall be maintained in good repair by the Owner.
17. The culvert must be installed so that the culvert invert is buried between 6 to 12 inches below the bed elevation of the stream.
18. The location and design of any temporary construction crossing must be approved by the Department prior to construction.
19. This permit authorizes the placement of the bridge or culvert and is not an approval for channel relocation or any other alteration of the waterway, which may require a Department of Natural Resources permit.
20. You are not authorized to place any fill on the lake or stream bed, or cause any other alteration of the waterway, which might require a Department of Natural Resources permit.
21. You assume all responsibility and liability for a direct or indirect damage caused or resulting from the presence of the bridge or culvert and hold the State of Wisconsin, and its employees, harmless.
22. You must limit any required approach ramps or fill to a height of one foot and a length of 15 feet beyond the bridge or culvert.
23. You must periodically inspect the bridge or culvert opening for debris and must remove any restriction of flow. This material must be deposited in an upland site and out of any floodplain.
24. You must securely anchor one end of the bridge with a cable to prevent it from being transported downstream during flood conditions.
25. You must use wooden or metal approach ramps, rather than fill.
26. Your bridge must provide a minimum of five feet of navigational clearance above the ordinary high water mark.

FINDINGS OF FACT

1. Waupaca County Parks Department (Attn: John Francis), 811 Harding St., Waupaca, WI 54981 filed an application to the Department of Natural Resources for a permit to reconstruct a bridge over Maple Creek. The project is located in NW 1/4, SW 1/4, Section 18 Township 23N, Range 15E located in Town of Maple Creek, Outagamie County, WI.
2. The applicant proposes to replace the decking, railing and I-beams on an existing, public recreational (snowmobile) bridge crossing Maple Creek. The abutments and support structure will not be replaced. No work will be conducted within the waterway. Proper erosion control measures will be installed to reduce any sediment discharge.
3. The Department has completed an investigation of the project site and has evaluated the project as described in the application and plans.
4. Maple Creek is a navigable water (and no bulkhead exists at the project site).
5. The proposed project, if constructed in accordance with this permit will not adversely affect water quality, will not increase water pollution in surface waters and will not cause environmental pollution as defined in s. 283.01(6m), Wis. Stats.
6. The proposed project will not impact wetlands if constructed in accordance with this permit.
7. The Department of Natural Resources has determined that the agency's review of the proposed project constitutes an integrated analysis action under s. NR 150.20(2), Wis. Adm. Code. The Department has considered the impacts on the human environment, alternatives to the proposed projects and has provided opportunities for public disclosure and comment. The Department has completed all procedural requirements of s. 1.11(2)(c), Wis. Stats., and NR 150, Wis. Adm. Code for this project.
8. The Department of Natural Resources has completed all procedural requirements and the project as permitted will comply with all applicable requirements of sections 30.123 and 30.208, Wisconsin Statutes and Chapters NR 102, 103, and 320 of the Wisconsin Administrative Code.

The applicant was responsible for fulfilling the procedural requirements for publication of notices under s. 30.208(5)(c)1m., Stats., and was responsible for publication of the notice of pending application under s.30.208(3)(a), Stats. or the notice of public informational hearing under s.30.208(3)(c), Stats., or both. S. 30.208(3)(e), Stats., provides that if no public hearing is held, the Department must issue its decision within 30 days of the 30-day public comment period, and if a public hearing is held, the Department must issue its decision within 20 days after the 10-day period for public comment after the public hearing. S. 30.208(5)(bm), Stats., requires the Department to consider the date on which the department publishes a notice on its web site as the date of notice.
9. The structure will not materially obstruct navigation because a minimum of five feet navigational clearance will be provided.
10. The structure will not be detrimental to the public interest.
11. The structure will not materially reduce the flood flow capacity of a stream.

CONCLUSIONS OF LAW

1. The Department has authority under the above indicated Statutes and Administrative Codes, to issue a permit for the construction and maintenance of this project.

NOTICE OF APPEAL RIGHTS

If you believe that you have a right to challenge this decision, you should know that the Wisconsin statutes and administrative rules establish time periods within which requests to review Department decisions shall be filed. For judicial review of a decision pursuant to sections 227.52 and 227.53, Wis. Stats., you have 30 days after the decision is mailed, or otherwise

served by the Department, to file your petition with the appropriate circuit court and serve the petition on the Department. Such a petition for judicial review shall name the Department of Natural Resources as the respondent.

To request a contested case hearing of any individual permit decision pursuant to section 30.209, Wis. Stats., you have 30 days after the decision is mailed, or otherwise served by the Department, to serve a petition for hearing on the Secretary of the Department of Natural Resources, P.O. Box 7921, Madison, WI, 53707-7921. The petition shall be in writing, shall be dated and signed by the petitioner, and shall include as an attachment a copy of the decision for which administrative review is sought. If you are not the applicant, you must simultaneously provide a copy of the petition to the applicant. If you wish to request a stay of the project, you must provide information, as outlined below, to show that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment. If you are not the permit applicant, you must provide a copy of the petition to the permit applicant at the same time that you serve the petition on the Department.

The filing of a request for a contested case hearing is not a prerequisite for judicial review and does not extend the 30 day period for filing a petition for judicial review.


A request for contested case hearing must meet the requirements of section 30.209, Wis. Stats., and sections NR 2.03, 2.05, and 310.18, Wis. Admin. Code, and if the petitioner is not the applicant the petition must include the following information:

1. A description of the objection that is sufficiently specific to allow the department to determine which provisions of this section may be violated if the proposed permit or contract is allowed to proceed.
2. A description of the facts supporting the petition that is sufficiently specific to determine how the petitioner believes the project, as proposed, may result in a violation of Chapter 30, Wis. Stats.;
3. A commitment by the petitioner to appear at the administrative hearing and present information supporting the petitioner's objection.

If the petition contains a request for a stay of the project, the petition must also include information showing that a stay is necessary to prevent significant adverse impacts or irreversible harm to the environment.

Dated at the Wisconsin Rapids Service Center, Wisconsin on 11/28/2022.

STATE OF WISCONSIN DEPARTMENT OF NATURAL RESOURCES
For the Secretary

By: 

Jared Seidl
Water Management Specialist
WI DNR



Department of Development and Land Services
 Planning & Zoning | GIS & Land Information
 320 S. Walnut St. | Appleton, WI 54911
 Outagamie County Government Center, 3rd Floor
 Phone: (920) 832-5255 Fax: (920) 832-4770
 www.outagamie.org

SHORELAND ZONING PERMIT

Property Information

Parcel(s):
 160028301

Contacts

Property Owner
 STATE OF WISC DIVISION OF HY
 1681 2ND AV S BOX 8021
 WISCONSIN RAPIDS, WI 54495

Applicant
 John Francis - Waupaca County Parks and Solid
 Waste Director
 811 Harding Street
 Waupaca, WI 54981
 john.francis@co.waupaca.wi.us

Application Information

Permit Number:	PRDC202200725
Date Issued:	10.14.2022
Description of Project:	Converting an old railroad bridge to a snowmobile bridge on DOT ROW. This will involve removing the existing cross-ties and replacing them with new ones as well as decking and railings to meet snowmobile program requirements. The existing substructure will remain unchanged. The work will all be happening above the 100-year flood plain level.
Jurisdiction:	TOWN OF MAPLE CREEK
Lot Size:	N/A
Underlying Zoning District:	GENERAL AGRICULTURE / EXCLUSIVE AGRICULTURE
Shoreland Zoning District:	Shoreland-Wetland
Use of Structure:	Existing Rail to Trail Bridge
Regional Flood Elevation:	Approx 791.5' (work to be completed is above RFE)
Building Size (Length x Width)	64.5 ft X 12 ft
Approximate distance between to ordinary high water mark:	0 ft – Existing bridge over navigable stream
Setback from fronting highway:	N/A

The request for a Shoreland Zoning Permit is made under the terms of the Shoreland-Floodplain-Wetland Ordinance and all other applicable laws and regulations of Outagamie County, and the State of Wisconsin.

Zoning Administrator Approval

I hereby approve this Shoreland Zoning Permit based on the above stated information and the requirements of the Shoreland-Floodplain-Wetland Ordinance.

Isaac Uitenbroek
Land Use Specialist

Review Comments:

Shorelands Review:

Shoreland/Wetland - Bridge remodel within WDOT ROW for trail. Applicant has received all DNR Permits. Bridge is existing and main support structure (pilings and steel cross members) will not be altered. All proposed work will be above regional flood elevation.

Maple Creek Bridge Deck Replacement

Proposed Work Description

Purpose:

The intent of this project is to remove the existing railroad cross-ties down to the main support beams and construct a new deck so the bridge will offer safe passage over the majestic Maple Creek. This bridge is a former railroad bridge and has been in place for a very long time. The pilings and large wooden support beams appear to be in good condition yet, only the timbers on top of them need to be replaced. This will be the first use of the old railroad bridge since the ROW was sold to the DOT. The bridge is about 65.5' long and will be 12' wide (inside the railings) when complete. The bridge is owned by the DOT as part of an old railroad grade that was purchased for possible use when Hwy 45 was to be re-constructed, but this portion of the ROW was not used for the highway. Waupaca County has a permit from the DOT to use the ROW and bridge as part of the snowmobile trail system, this permit is attached to the application.

Method, Materials, and Equipment:

The existing 8x8 timbers that supported the railroad tracks will be removed first. This will leave the six 8x15 treated support beams and all the support structure below them in-place and undisturbed. The abutments will remain undisturbed as well with the exception of any minor disturbance that may be required to extract the 8x8 timbers near the ends of the bridge as the trail surfacing runs flush to the surface of the timbers.

New timbers will then be attached to the 8x15 support beams followed by decking and a railing system. The exact design of the decking and railing system will be determined by the contractor that wins the bid. See the attached design and photo from a similar project done on the Tomorrow River State Trail recently. The contractor is required to submit engineered plans to show that the bridge will meet the requirements of the DNR snowmobile bridge program. The replacement timbers and bridge decking will all be treated wood. Equipment used will likely include a skid-steer, an excavator, and trucks to haul materials.

Timeline:

After obtaining a permit for the structure, we intend to put the project out to bid with the hope of having the bridge in place by fall of 2023.

Erosion Control:

When the timbers near the ends of the bridge are replaced there will need to be a temporary silt fence installed to prevent trail surfacing from running off into the creek until it is stabilized again. There should be very little disturbance here as the new timbers are going back in the same location as the old ones.

Disposal of old materials:

As part of the bid specifications the contractor will be required to dispose of the materials properly. Some of the timbers to be removed are in good shape yet and will be salvaged by either the contractor or the Parks Department. Waupaca County operates a transfer station within a 15 minute

drive of this bridge site so all materials that cannot be salvaged will be brought there for proper disposal. There should not be any limestone or fill materials moved from the site.

Avoiding impact to the waterway: As all the work is above-grade, there should be little chance for disturbance to the waterway. Any materials that may fall during the process can be retrieved with ease as the stream is narrow and shallow.

Adjacent property owners:

West of bridge (Upstream):

John Hoffman
E9497 Hoffman Road
New London, WI 54961
Parcel # 160028401

East of bridge (Downstream):

Janet and Barry Duch
N6135 Cty Rd D
New London, WI 54961
Parcel # 160028300

Hydrologic Analysis:

As this bridge and pilings have been in place for many years (the rail grade has likely been here for 100+ years, not sure the vintage of this bridge structure) and we are only changing the above grade part of the structure, there should be no change in the capacity of the waterway. In working with Outagamie County Zoning, we had the site elevations surveyed and all work being done is above the 100-year flood elevation.

Endangered, threatened, historical, and cultural resources:

We have not requested studies for any of these items as the work to be completed should not disturb anything other than the structure itself.