



Northwest Regional Planning Commission

NWRPC

keeping your future as our focus

*Serving communities within and counties of
ASHLAND, BAYFIELD, BURNETT,
DOUGLAS, IRON, PRICE, RUSK, SAWYER,
TAYLOR, & WASHBURN*

*And the Tribal Nations of
BAD RIVER, LAC COURTE ORIELLES, LAC DU
FLAMBEAU, RED CLIFF, & ST. CROIX*

**AGREEMENT
BETWEEN THE
NORTHWEST REGIONAL PLANNING COMMISSION
AND TOWN OF WASHBURN**

WHEREAS, The Northwest Regional Planning Commission is a legally constituted regional planning agency created pursuant to the statutes of the State of Wisconsin and its own adopted by-laws; and

WHEREAS, Further pursuant to the statutes of the State of Wisconsin and the Commission's by-laws, the Commission has been granted the power to enter into contracts with any local unit of government within the region for the purpose of providing technical assistance on planning and development matters; and

WHEREAS, During the performance of this agreement, no person shall on the grounds of race, color, religion, national origin, sex, age, disability, low income or Limited English Proficiency (LEP), as provided by the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987 (P.L. 100.259), and the U.S. Department of Transportation implementing regulations be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity in the execution of this agreement. The Commission's services will also be performed in accordance with the Northwest Regional Planning Commission Title VI Plan adopted on October 25, 2023; and

WHEREAS, Town of Washburn is a local unit of government within the region; and

WHEREAS, Town of Washburn has requested technical assistance from the Commission as outlined in the Scope of Services.

NOW, THEREFORE BE IT RESOLVED, that the Northwest Regional Planning Commission and the Town of Washburn agree as follows:

This Agreement entered into on the ____ day of _____, 2024, by the Northwest Regional Planning Commission, party of the first part, hereinafter referred to as the "Commission", and the Town of Washburn, Wisconsin, party of the second part, hereinafter referred to as the "Town."

In consideration of mutual covenants and agreements hereinafter set forth, the parties hereto, legally intending to be bound hereby, do covenant and agree for themselves and their respective successors and assigns, as follows:

SCOPE OF SERVICES:

Research, Data Development, and Narrative Development

The Town of Washburn has requested Northwest Regional Planning Commission (Commission) to update their Comprehensive Plan. The Commission will research, review, and update planning narrative, tables, figures, and maps in support of a comprehensive plan revision consistent with the provisions of Wisconsin Statutes, Chapter 66.1001.

Cost

Research, Data Development and Narrative Development: \$13,227.92.

Digital Copy (PDF & Word) of Comprehensive Plan: No Cost (direct download available)

Hard copy printing costs above three (3) copies will be billed for actual costs (time and materials).

The project cost includes Commission staff travel time and meeting attendance at three (3) Town Planning Commission meetings. Any additional costs associated with items not listed in this cost estimate will be billable to the Town.

Town of Washburn Comp. Plan Update Estimate		
<u>Employee Plan Update Time</u>		
Employee	Hours	Cost
GIS Specialist	30	\$ 2,350.00
Planner	104	\$ 8,944.00
Employee Totals		\$
<u>Transportation (3 Meetings)</u>		
Employee	Hours	Cost
Planner (576 miles)	\$.67/mile	\$ 385.92
Planner (drive time)	18	\$ 1,548.00
Transportation Totals		\$ 1,933.92
<u>Printing</u>		
Hard copies (3)		\$0.00
Overall Total		\$ 13,227.92

COST \$13,227.92:

This agreement shall commence on October 16, 2024 and end on March 31, 2025. The Commission will invoice the Town quarterly for work completed.

IN WITNESS THEREOF, we the undersigned agree to the terms of this Agreement.

 Rollie Thums, Chairman
 Northwest Regional Planning Commission

 Sandra J. Raspotnik, Chair
 Town of Washburn

 Witness

 Witness

 Date

 Date