

# Safety & Weight Enforcement Facilities **ANNUAL REPORT**

**2025**



**Fiscal Year 2025**

July 1, 2024 – June 30, 2025

# Safety and Weight Enforcement Facilities (SWEF) Executive Summary

## **Introduction**

The Safety and Weight Enforcement Facilities Maintenance (SWEFM) Program provided janitorial, landscape, snow removal, and maintenance services through six non-profit and one for-profit service providers. Notable construction projects included the completion of SWEF 63 Menomonie, replacement of the static scale at SWEF 11 Dickeyville, and the beginning of construction at SWEF 34 Wrightstown which is scheduled for completion August 15, 2026.

WisDOT released a competitive procurement for the Facility Roadside “Custodial and Maintenance Program Management Services for the WisDOT Rest Areas and Safety & Weight Enforcement Facilities”. Kapur & Associates (Kapur) were awarded the Program Administrative contract June 2025.

## **Contract Development and Compliance**

Disability Service Provider Network Roadside Facilities (DSPN RF) developed Fiscal Year (FY) 2025 contact addenda.

Work specifications for all services are reviewed annually and ensured compliance with WisDOT standards.

## **Annual Work Program (AWP)**

The FY 2025 AWP increased by 9% from FY 2024, with a total approved budget of \$705,364.97.

- Division of Business Management (DBM) \$516,815.73 (6% increase from FY 2024).
- Bureau of Highway Maintenance (BHM) \$188,549.25 which includes \$39,000 of additional approved maintenance monies (18.5% increase from FY 2024).

An additional \$15,658.98 in change orders was added due to unplanned projects.

The construction of the new SWEF 63 Menomonie in Dunn County impacted the overall FY 2025 AWP due to it being a larger facility. FY 2025 approved budget for the site increased by approximately 34% (\$8,270.00) compared to FY 2024. SWEF 63 Menomonie was budgeted for a full fiscal year but did not use its full budget due to construction.

## **Quality Assurance**

DSPN RF conducted 23 cleanliness inspections to ensure facilities met cleanliness standards.

Facility Condition Assessment (FCA) inspections were performed at twelve SWEFs to rank the condition of assets.

Eleven Safety Inspections were performed, and 12 Knox Box inventories were conducted. Inspections were recorded in the FAMIS system.

There were no inspections or inventories at SWEF 34 Wrightstown during FY 2025 due to the facility being scheduled for construction. Safety inspection was not done at SWEF 63 Menomonie due to construction at the facility.

## **Project Management**

Approximately \$26,818.26 of “Extra Work” site repair projects was identified as extra work.

## **Accounting and Record Keeping**

The report provides a detailed summary of actual versus budgeted costs for various services, showing that 77% of the budget was used. FY 2025 actual costs versus budgeted summary:

- DBM Actual Costs \$420,474.76 Budgeted Costs \$530,917.60; Difference \$110,442.84. (79% of budget used).
- BHM Actual Costs \$138,566.58; Budgeted Costs \$196,126.37; Difference \$57,559.79 (71% of budget used).

## **Service Provider Support**

Kapur provides ongoing support to service providers through email, phone, on-site, and virtual communications. Regular communication ensures timely resolution of issues.

## **Program Reports**

Detailed budget vs. actual reports for each site reflect the actual expenditure for each line category and total actual expenses for each individual site which are pages 8-20 of the main report.

The extra work summary summarizes unplanned projects that occurred during the fiscal year for each site as shown on page 21 of the main report.

Safety and cleanliness inspection results are included. Most facilities met or exceeded cleanliness standards as shown on page 22 of the main report.

DSPN RF and service providers collaborate to maintain and improve safety and weight enforcement facilities, manage budgets effectively, and ensure high standards of cleanliness and safety were met.

**Wisconsin’s Safety & Weight Enforcement (SWEFM) Program  
Annual Report  
FY 2025 (July 1, 2024 – June 30, 2025)**

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# Fiscal Year 2025 Annual Report

## Safety and Weight Enforcement Facilities (SWEF) Maintenance Program

### **Introduction**

Safety and Weight Enforcement Facilities Maintenance (SWEFM) Program included janitorial, mowing, snow removal, landscape maintenance, and minor repair projects and maintenance services from six (6) non-profit and one (1) for-profit service providers in Fiscal Year (FY) 2025. Improvements were made to facilities over the course of the year, as noted in the “Project Management” section.

Construction began in April 2024 at SWEF 63 Menomonie in Dunn County and the new site was online in February 2025. Construction included renovation and expansion of the existing SWEF building and reconstruction of the site.

Service Provider contract for SWEF 34 Wrightstown in Outagamie County and SWEF 35 Newton in Manitowoc County were re-bid. Erin Huettl Cleaning LLC was awarded the contract for both sites. She had the contract previously and continues to maintain the SWEFs.

Construction of a larger facility began in October 2024 at SWEF 34 Wrightstown in Outagamie County. Construction is expected to be completed August 16, 2026. Details of the new contract are being determined by Division of Business Management (DBM) and Bureau of Highway Maintenance (BHM).

During FY 2025 Disability Service Provider Network Roadside Facilities (DSPN RF) delivered comprehensive program management services to WisDOT and the service providers.

In FY 2025, DSPN RF’s responsibilities under the SWEFM Program included:

- Contract Development and Compliance
- Annual Work Program Development and Implementation
- Quality Assurance of Custodial, Maintenance and Landscape Services
- Accounting and Record Keeping
- Asset Management and Oversight in FAMIS
- Service Provider Technical Support
- Project Management
- Communication and Recommendations Support Facility Management

This report summarizes the program activities in the above categories during the State's FY 2025 (July 1, 2024 - June 30, 2025).

WisDOT released a competitive procurement for the management services through Request for Proposal (RFP) #510612 for the Facility Roadside “Custodial and Maintenance Program Management Services for the WisDOT Rest Areas and Safety & Weight Enforcement Facilities”. In June 2025, WisDOT awarded the Program Administration contract for Roadside Facilities to Kapur & Associates, Inc. (Kapur).

### **Contract Development and Compliance**

DSPN RF developed FY 2025 contract addenda and emailed Service Providers and WisDOT for signatures.

For FY 25, work specifications for janitorial, maintenance, snow removal, landscape and maintenance services for all SWEFs are managed and maintained by DSPN RF. Work specifications are reviewed annually for each site to ensure necessary work is being performed in accordance with the contract and that any required or requested changes are brought to the attention of WisDOT, BHM, and DBM for review and approval.

### **Annual Work Program (AWP)**

The FY 2025 AWP was developed by DSPN RF by working with service providers and presenting it to BHM and DBM for their review.

The FY 2025 approved AWP was \$705,364.97 which includes an additional \$3,000.00 per site of added maintenance dollars.

FY 2025 AWP is an approximately 9% increase compared to FY 2024 AWP which was \$645,520.79. BHM's budget increased by approximately 19% (\$29,452.43) and DBM portion increased by approximately 6% (\$30,391.75).

The construction of the new SWEF 63 Menomonie in Dunn County impacted the overall FY 2025 AWP due to it being a larger facility. FY 2025 approved budget for the site increased by approximately 34% (\$8,270.00) compared to FY 2024. SWEF 63 Menomonie was budgeted for a full fiscal year but did not use its full budget due to construction.

SWEF 61 Hudson in St. Croix County had an estimated budget during construction in FY 2024. FY 2025 budget increased approximately 31% (\$17,371.42) and is more aligned with actual costs.

Service provider's approved budgets are monitored throughout the fiscal year to ensure approved monies are being utilized and to ensure necessary services are being provided and expenditures comply with WisDOT's approval.

DSPN RF reviews AWP as necessary to make updates as required.

Service Providers invoiced 77% of the approved FY 2025 SWEFM budget.

### **Quality Assurance**

Twenty-three cleanliness inspections were performed and recorded in Facility Asset Management Information System (FAMIS) in FY 2025 to ensure that each facility meets or exceeds standards set by WisDOT. There were no cleanliness inspections at Wrightstown SWEF 34 due to construction starting at the site.

Starting in the FY24 program cycle, each SWEF is required to have a total of two cleanliness inspections performed each fiscal year. This is a reduction from the previous program years where WisDOT cleanliness inspections were required quarterly. The inspection results are recorded in WisDOT's FAMIS system. It includes scheduled inspection work orders automatically assigned to field staff. Each of these work orders includes inspection forms with over 100 items that can be scored for cleanliness standards. The FAMIS system allows for easily creating corrective work orders which assures corrective action and an assurance of follow through. The FAMIS inspection system started January 1, 2020.

Annual Facility Condition Assessment (FCA) inspections were performed at each SWEF to rank the condition of assets. An FCA inspection was not performed at SWEF 34 Wrightstown due to construction at the site.

Safety inspections are required by DBM, Bureau of Business Services, and Risk & Safety Unit. Eleven safety inspections were completed. Inspections were not conducted at SWEF 34 Wrightstown and SWEF 63 Menomonie due to construction at the facilities. WisDOT Risk & Safety Unit provides a safety checklist to evaluate each SWEF to ensure safety regulations are in compliance. Safety inspections are provided to BHM and the Risk Management Unit once per fiscal year.

Knox Box inventories were performed at each SWEF except for SWEF 34 Wrightstown due to construction. These inventories are performed annually and are to ensure the proper keys are in the Knox Box.

**Project Management**

DSPN RF provided WisDOT, BHM assistance with coordinating numerous site repair projects by recommending projects, tracking progress and coordinating with vendors and service providers to facilitate satisfactory project completion.

Service providers coordinated special minor repairs as budgets allowed under funds allocated for “unforeseen” work. In FY 2025, all project concepts and costs were approved by WisDOT, BHM and DSPN RF assisted as needed. Approximately \$26,818.26 was identified as extra work. A detailed summary is provided in this report.

**Accounting and Record Keeping**

Comprehensive records are maintained for the program management services and program site maintenance services. Revenues and expenses are monitored throughout the fiscal year.

The SWEFM Program Fiscal Year 2025 budget versus actual site services costs are summarized below:

<b>FY 2025: Budget to Actual Cost Summary</b>				
<b>Line Item</b>	<b>Budgeted Costs</b>	<b>Actual Costs</b>	<b>Difference</b>	<b>% of Budget Used</b>
Janitorial	\$388,685.93	\$358,343.56	\$30,342.37	92%
Lawn Mowing	\$44,390.03	\$28,836.50	\$15,553.53	65%
Snow Removal	\$97,841.64	\$33,294.70	\$64,546.94	34%
<b>DBM Total</b>	<b>\$530,917.60</b>	<b>\$420,474.76</b>	<b>\$110,442.84</b>	<b>79%</b>
Tree & Landscape Maintenance	\$15,561.36	\$7,777.44	\$7,783.92	50%
Minor Repairs	\$180,565.01	\$130,789.14	\$49,775.87	72%
<b>BHM Total</b>	<b>\$196,126.37</b>	<b>\$138,566.58</b>	<b>\$57,559.79</b>	<b>71%</b>
<b>Grand Total</b>	<b>\$727,043.97</b>	<b>\$559,041.34</b>	<b>\$168,002.63</b>	<b>77%</b>

The budgeted amount includes \$15,658.98 in change orders due to unforeseen events. Actual costs were billed as they were accrued monthly on per cleaning, per mowing, per snow removal basis, and time and material cost per landscape maintenance and minor repair projects.

## **Service Provider Support**

DSPN RF provided support to Service providers. Regular communication with providers through on-site visits, inspections, emails and phone calls on all issues regarding the service providers' abilities to meet work program and budgetary specifications.

## **Communications**

BHM, DSPN RF, service providers and State Patrol Inspector Sergeants communicated through various media to ensure SWEFM Program concerns and problems are addressed timely. Whether by email, inspection reports, or verbal communication, information is shared by all parties on an ongoing basis providing for a free flow of interaction and participation. WisDOT, BHM and DSPN RF met monthly to discuss budgets and projects.

## **Program Reports**

The following reports are FY 2025 Budget to Actual reports for each site in the SWEFM Program, Extra Work Summary Report, and the FY 2025 Cleanliness Inspection Report.

## SWEF 11 Dickeyville

**Service Provider: VIP Services, Inc.**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$7,402.20	\$7,259.85	\$142.35	98%
		2-DBM	Lawn Mowing	\$3,935.07	\$3,250.71	\$684.36	83%
		3-DBM	Snow Removal	\$3,335.30	\$1,240.57	\$2,094.73	37%
<b>Grant</b>	<b>SWEF 11 Dickeyville</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$14,672.57</b>	<b>\$11,751.13</b>	<b>\$2,921.44</b>	<b>80%</b>
		4-BHM	Tree, Shrub, Landscaping	\$232.00	\$266.80	\$(34.80)	115%
		5-BHM	Minor Repairs	\$14,202.70	\$11,511.46	\$2,691.24	81%
<b>Grant</b>	<b>SWEF 11 Dickeyville</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$14,434.70</b>	<b>\$11,778.26</b>	<b>\$2,656.44</b>	<b>82%</b>
<b>Grant</b>	<b>SWEF 11 Dickeyville</b>		<b>TOTAL</b>	<b>\$29,107.27</b>	<b>\$23,529.39</b>	<b>\$5,577.88</b>	<b>81%</b>

Line four, tree, shrubs, landscaping end the fiscal year over budget (highlighted in red). Used funds from line five minor repairs to pay overage.

## SWEF 16 Madison

**Service Provider: VIP Services, Inc.**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$14,524.92	\$13,717.98	\$806.94	94%
		2-DBM	Lawn Mowing	\$1,299.24	\$938.34	\$360.90	72%
		3-DBM	Snow Removal	\$7,345.42	\$976.89	\$6,368.53	13%
<b>Dane</b>	<b>SWEF 16 Madison</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$23,169.58</b>	<b>\$15,633.21</b>	<b>\$7,536.37</b>	<b>67%</b>
		4-BHM	Tree, Shrub, Landscaping	\$1,398.50	\$1,116.46	\$282.04	80%
		5-BHM	Minor Repairs	\$21,616.00	\$13,032.42	\$8,583.58	60%
<b>Dane</b>	<b>SWEF 16 Madison</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$23,014.50</b>	<b>\$14,148.88</b>	<b>\$8,865.62</b>	<b>61%</b>
<b>Dane</b>	<b>SWEF 16 Madison</b>		<b>TOTAL</b>	<b>\$46,184.08</b>	<b>\$29,782.09</b>	<b>\$16,401.99</b>	<b>64%</b>

## SWEF 19 Beloit

**Service Provider: VIP Services, Inc.**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$48,618.83	\$46,886.39	\$1,732.44	96%
		2-DBM	Lawn Mowing	\$2,451.48	\$1,700.73	\$750.75	69%
		3-DBM	Snow Removal	\$5,581.70	\$708.52	\$4,873.18	13%
<b>Rock</b>	<b>SWEF 19 Beloit</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$56,652.01</b>	<b>\$49,295.64</b>	<b>\$7,356.37</b>	<b>87%</b>
		4-BHM	Tree, Shrub, Landscaping	\$4,155.34	\$1,712.19	\$2,443.15	41%
		5-BHM	Minor Repairs	\$34,915.27	\$36,923.89	\$(2,008.62)	106%
<b>Rock</b>	<b>SWEF 19 Beloit</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$39,070.61</b>	<b>\$38,636.08</b>	<b>\$434.53</b>	<b>99%</b>
<b>Rock</b>	<b>SWEF 19 Beloit</b>		<b>TOTAL</b>	<b>\$95,722.62</b>	<b>\$87,931.72</b>	<b>\$7,790.90</b>	<b>92%</b>

Line five minor repairs end the fiscal year over budget (highlighted in red). Used funds from line four, tree, shrub, landscaping to pay overage.

**NOTE:** A change order infusing \$7,658.98 was issued due to June 2024 invoice was submitted to Expenditure Accounting for payment after FY 2024 purchase orders were closed.

## SWEF 21 Kenosha

**Service Provider: Kenosha Achievement Center**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$42,747.26	\$41,678.52	\$1,068.74	97%
		2-DBM	Lawn Mowing	\$2,995.32	\$1,664.10	\$1,331.22	56%
		3-DBM	Snow Removal	\$2,425.84	\$154.36	\$2,271.48	6%
<b>Kenosha</b>	<b>SWEF 21 Kenosha</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$48,168.42</b>	<b>\$43,496.98</b>	<b>\$4,671.44</b>	<b>90%</b>
		4-BHM	Tree, Shrub, Landscaping	\$771.79	\$713.92	\$57.87	93%
		5-BHM	Minor Repairs	\$17,805.64	\$14,877.24	\$2,928.40	84%
<b>Kenosha</b>	<b>SWEF 21 Kenosha</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$18,577.43</b>	<b>\$15,591.16</b>	<b>\$2,986.27</b>	<b>84%</b>
<b>Kenosha</b>	<b>SWEF 21 Kenosha</b>		<b>TOTAL</b>	<b>\$66,745.85</b>	<b>\$59,088.14</b>	<b>\$7,657.71</b>	<b>89%</b>

## SWEF 22 Racine

**Service Provider: Kenosha Achievement Center**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$19,671.14	\$18,536.21	\$1,134.93	94%
		2-DBM	Lawn Mowing	\$896.62	\$398.48	\$498.14	44%
		3-DBM	Snow Removal	\$1,523.75	\$0	\$1,523.75	0%
<b>Racine</b>	<b>SWEF 22 Racine</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$22,091.51</b>	<b>\$18,934.69</b>	<b>\$3,156.82</b>	<b>86%</b>
		4-BHM	Tree, Shrub, Landscaping	\$463.08	\$337.68	\$125.40	73%
		5-BHM	Minor Repairs	\$4,843.08	\$2,450.36	\$2,392.72	51%
<b>Racine</b>	<b>SWEF 22 Racine</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$5,306.16</b>	<b>\$2,788.04</b>	<b>\$2,518.12</b>	<b>53%</b>
<b>Racine</b>	<b>SWEF 22 Racine</b>		<b>TOTAL</b>	<b>\$27,397.67</b>	<b>\$21,722.73</b>	<b>\$5,674.94</b>	<b>79%</b>

## SWEF 34 Wrightstown

**Service Provider: Erin Huettl Cleaning LLC**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$31,200.00	\$11,400.00	\$19,800.00	37%
		2-DBM	Lawn Mowing	\$4,500.00	\$3,000.00	\$1,500.00	67%
		3-DBM	Snow Removal	\$16,000.00	\$0	\$16,000.00	0%
<b>Outagamie</b>	<b>SWEF 34 Wrightstown</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$51,700.00</b>	<b>\$14,400.00</b>	<b>\$37,300.00</b>	<b>28%</b>
		4-BHM	Tree, Shrub, Landscaping	\$250.00	\$250.00	\$0	100%
		5-BHM	Minor Repairs	\$4,000.00	\$1,012.00	\$2,988.00	25%
<b>Outagamie</b>	<b>SWEF 34 Wrightstown</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$4,250.00</b>	<b>\$1,262.00</b>	<b>\$2,988.00</b>	<b>30%</b>
<b>Outagamie</b>	<b>SWEF 34 Wrightstown</b>		<b>TOTAL</b>	<b>\$55,950.00</b>	<b>\$15,662.00</b>	<b>\$40,288.00</b>	<b>28%</b>

**NOTE:** The facility was under construction. Invoiced July 2024 through October 2024.

## SWEF 35 Newton

**Service Provider: Erin Huettl Cleaning LLC**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$15,600.00	\$16,200.00	\$(600.00)	104%
		2-DBM	Lawn Mowing	\$4,500.00	\$4,500.00	\$0	100%
		3-DBM	Snow Removal	\$16,000.00	\$12,342.19	\$3,657.81	77%
<b>Manitowoc</b>	<b>SWEF 35 Newton</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$36,100.00</b>	<b>\$33,042.19</b>	<b>\$3,057.81</b>	<b>92%</b>
		4-BHM	Tree, Shrub, Landscaping	\$250.00	\$88.69	\$161.31	35%
		5-BHM	Minor Repairs	\$4,000.00	\$5,248.81	\$(1,248.81)	131%
<b>Manitowoc</b>	<b>SWEF 35 Newton</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$4,250.00</b>	<b>\$5,337.50</b>	<b>\$(1,087.50)</b>	<b>126%</b>
<b>Manitowoc</b>	<b>SWEF 35 Newton</b>		<b>TOTAL</b>	<b>\$40,350.00</b>	<b>\$38,379.69</b>	<b>\$1,970.31</b>	<b>95%</b>

Line one janitorial services end the fiscal year over budget (highlighted in red). Used funds from line three snow removal to pay overage.

Line five minor repairs end the fiscal year over budget (highlighted in red). Used funds from line five minor repairs from SWEF #34 Wrightstown purchase order to pay overage.

## SWEF 41 Abrams

**Service Provider: Erin Huettl Cleaning LLC**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$28,600.00	\$29,150.00	\$(550.00)	102%
		2-DBM	Lawn Mowing	\$4,140.00	\$4,140.00	\$0	100%
		3-DBM	Snow Removal	\$16,000.00	\$11,452.71	\$4,547.29	72%
<b>Oconto</b>	<b>SWEF 41 Abrams</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$48,740.00</b>	<b>\$44,742.71</b>	<b>\$3,997.29</b>	<b>92%</b>
		4-BHM	Tree, Shrub, Landscaping	\$125.00	\$25.00	\$100.00	20%
		5-BHM	Minor Repairs	\$4,725.00	\$4,210.14	\$514.86	89%
<b>Oconto</b>	<b>SWEF 41 Abrams</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$4,850.00</b>	<b>\$4,235.14</b>	<b>\$614.86</b>	<b>87%</b>
<b>Oconto</b>	<b>SWEF 41 Abrams</b>		<b>TOTAL</b>	<b>\$53,590.00</b>	<b>\$48,977.85</b>	<b>\$4,612.15</b>	<b>91%</b>

Line one janitorial services end the fiscal year over budget (highlighted in red). Used funds from line three snow removal to pay overage.

## SWEF 44 Coloma

**Service Provider: Northwoods, Inc. of Wisconsin**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$13,936.00	\$13,936.00	\$0	100%
		2-DBM	Lawn Mowing	\$3,095.48	\$3,095.48	\$0	100%
		3-DBM	Snow Removal	\$2,802.24	\$480.74	\$2,321.50	17%
<b>Waushara</b>	<b>SWEF 44 Coloma</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$19,833.72</b>	<b>\$17,512.22</b>	<b>\$2,321.50</b>	<b>88%</b>
		4-BHM	Tree, Shrub, Landscaping	\$1,469.35	\$0	\$1,469.35	0%
		5-BHM	Minor Repairs	\$6,338.72	\$1,872.47	\$4,466.25	30%
<b>Waushara</b>	<b>SWEF 44 Coloma</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$7,808.07</b>	<b>\$1,872.47</b>	<b>\$5,935.60</b>	<b>24%</b>
<b>Waushara</b>	<b>SWEF 44 Coloma</b>		<b>TOTAL</b>	<b>\$27,641.79</b>	<b>\$19,384.69</b>	<b>\$8,257.10</b>	<b>70%</b>

## SWEF 54 Sparta

**Service Provider: Handishop Industries**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$46,176.66	\$45,362.82	\$813.84	98%
		2-DBM	Lawn Mowing	\$3,243.42	\$2,162.28	\$1,081.14	67%
		3-DBM	Snow Removal	\$4,232.19	\$2,608.75	\$1,623.44	62%
<b>Monroe</b>	<b>SWEF 54 Sparta</b>	DBM	<b>DBM Expense Sub-Total</b>	<b>\$53,652.27</b>	<b>\$50,133.85</b>	<b>\$3,518.42</b>	<b>93%</b>
		4-BHM	Tree, Shrub, Landscaping	\$1,042.80	\$0	\$1,042.80	0%
		5-BHM	Minor Repairs	\$19,356.20	\$19,955.74	\$(599.54)	103%
<b>Monroe</b>	<b>SWEF 54 Sparta</b>	BHM	<b>BHM Expense Sub-Total</b>	<b>\$20,399.00</b>	<b>\$19,955.74</b>	<b>\$443.26</b>	<b>98%</b>
<b>Monroe</b>	<b>SWEF 54 Sparta</b>		<b>TOTAL</b>	<b>\$74,051.27</b>	<b>\$70,089.59</b>	<b>\$3,961.68</b>	<b>95%</b>

Line five minor repairs ended the fiscal year over budget (highlighted in red). Used funds from line four, tree, shrub, landscaping to pay overage.

**Note:** A change order infusing \$8,000.00 was issued. Line one janitorial services \$3,000.00 was infused due to unexpected additional cleanings requested in March, April, and May. Line five minor repairs \$5,000.00 was infused due to plumbing issues.

## SWEF 61 Hudson

**Service Provider: VIP Services, Inc.**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$46,576.92	\$43,889.79	\$2,687.13	94%
		2-DBM	Lawn Mowing	\$3,423.40	\$2,396.38	\$1,027.02	70%
		3-DBM	Snow Removal	\$6,695.20	\$966.22	\$5,728.98	14%
<b>St. Croix</b>	<b>SWEF 61 Hudson</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$56,695.52</b>	<b>\$47,252.39</b>	<b>\$9,443.13</b>	<b>83%</b>
		4-BHM	Tree, Shrub, Landscaping	\$1,673.50	\$214.70	\$1,458.80	13%
		5-BHM	Minor Repairs	\$19,002.40	\$16,995.96	\$2,006.44	89%
<b>St. Croix</b>	<b>SWEF 61 Hudson</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$20,675.90</b>	<b>\$17,210.66</b>	<b>\$3,465.24</b>	<b>83%</b>
<b>St. Croix</b>	<b>SWEF 61 Hudson</b>		<b>TOTAL</b>	<b>\$77,371.42</b>	<b>\$64,463.05</b>	<b>\$12,908.37</b>	<b>83%</b>

## SWEF 63 Menomonie

**Service Provider: Indianhead Enterprise**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$15,600.00	\$16,200.00	\$(600.00)	104%
		2-DBM	Lawn Mowing	\$4,410.00	\$490.00	\$3,920.00	11%
		3-DBM	Snow Removal	\$5,550.00	\$750.00	\$4,800.00	14%
<b>Dunn</b>	<b>SWEF 63 Menomonee</b>	DBM	<b>DBM Expense Sub-Total</b>	<b>\$25,560.00</b>	<b>\$17,440.00</b>	<b>\$8,120.00</b>	<b>68%</b>
		4-BHM	Tree, Shrub, Landscaping	\$980.00	\$952.00	\$28.00	97%
		5-BHM	Minor Repairs	\$8,960.00	\$2,049.42	\$6,910.58	23%
<b>Dunn</b>	<b>SWEF 63 Menomonee</b>	BHM	<b>BHM Expense Sub-Total</b>	<b>\$9,940.00</b>	<b>\$3,001.42</b>	<b>\$6,938.58</b>	<b>30%</b>
<b>Dunn</b>	<b>SWEF 63 Menomonee</b>		<b>TOTAL</b>	<b>\$35,500.00</b>	<b>\$20,441.42</b>	<b>\$15,058.58</b>	<b>58%</b>

Line one janitorial services ended the fiscal year over budget (highlighted in red). Used funds from line three snow removal to pay overage.

## SWEF 72 Superior

**Service Provider: Embark Supported Employment**

County	Property Name	PO Line #	Line Items	Approved FY25 PO Amount	Total FY25 Expense	FY25 AWP PO Balance	% of Budget Used
		1-DBM	Janitorial	\$58,032.00	\$54,126.00	\$3,906.00	93%
		2-DBM	Lawn Mowing	\$5,500.00	\$1,100.00	\$4,400.00	20%
		3-DBM	Snow Removal	\$10,350.00	\$1,613.75	\$8,736.25	16%
<b>Douglas</b>	<b>SWEF 72 Superior</b>	<b>DBM</b>	<b>DBM Expense Sub-Total</b>	<b>\$73,882.00</b>	<b>\$56,839.75</b>	<b>\$17,042.25</b>	<b>77%</b>
		4-BHM	Tree, Shrub, Landscaping	\$2,750.00	\$2,100.00	\$650.00	76%
		5-BHM	Minor Repairs	\$20,800.00	\$649.23	\$20,150.77	3%
<b>Douglas</b>	<b>SWEF 72 Superior</b>	<b>BHM</b>	<b>BHM Expense Sub-Total</b>	<b>\$23,550.00</b>	<b>\$2,749.23</b>	<b>\$20,800.77</b>	<b>12%</b>
<b>Douglas</b>	<b>SWEF 72 Superior</b>		<b>TOTAL</b>	<b>\$97,432.00</b>	<b>\$59,588.98</b>	<b>\$37,843.02</b>	<b>61%</b>

## Extra Work Projects Completed by Service Providers

**FY 2025 (July 1, 2024 - June 30, 2025)**

*Note: The costs noted in this report are considered extra work center contract. All costs are included within the year-to-date actual cost listed in the "Actual to Budget by Work Center" report.*

Service Provider	County	Property Name	Description	Cost	FAMIS WO#	
Handishop Industries, Inc.	Monroe	SWEF 54 Sparta	Winona Controls replaced discharge temperature sensor and MOD Controller.	\$1,734.78	264516	
			Winona Controls replaced the temperature selector.	\$1,365.15	264667	
			<b>Handishop Industries Total</b>		<b>\$3,099.93</b>	
VIP Services, Inc.	Grant	SWED 11 Dickeyville	Purchased 10x12 utility shed.	\$4,190.16	283513	
			The Locksmith Express installed combo lock and key pad.	\$1,290.00	283514	
			Pieper Power installed sub panel, dedicated circuits, and counter-height quad receptacle assemblies.	\$1,691.12	283515	
			<b>Grant County Total</b>		<b>\$7,171.28</b>	
VIP Services, Inc.	Rock	SWED 19 Beloit	Wolter, Inc. repaired generator by installing new coolant level sensor and conditioner.	\$11,572.26	283526	
			Janesville Door repaired Bay 1 overhead door.	\$1,528.39	283527	
			<b>Rock County Total</b>		<b>\$13,100.65</b>	
VIP Services, Inc.	St. Croix	SWED 61 Hudson	Cowboy Konstruction LLC reconfigured DS ends, drain tie connectors, and reseal gutter seams.	\$3,446.40	283528	
			<b>St. Croix County Total</b>		<b>\$23,718.33</b>	
			<b>Extra Work Grand Total</b>		<b>\$26,818.26</b>	

## Cleanliness Inspection Report - Safety Rest Areas

**Between July 1, 2024 and June 30, 2025**

### Explanation of Average Scores

76% - 80% = Exceeds Standards

70% - 75% = Meets Standards

65% - 69% = Does Not Meet Standards

Property	Number of Times Inspected	Average Score	Comments
SWEF 11 Dickeyville	2	75%	
SWEF 16 Madison	2	75%	
SWEF 19 Beloit	2	75%	
SWEF 21 Kenosha	1	75%	Inspected only once for cleanliness due to staff shortage.
SWEF 22 Racine (Franksville)	2	75%	
SWEF 34 Wrightstown	0	NA	Under Reconstruction
SWEF 35 Newton	2	75%	
SWEF 41 Abrams	2	75%	
SWEF 44 Coloma	2	75%	
SWEF 54 Sparta	2	76%	The Troopers on-site are happy with custodial and landscape work performed by service provider.
SWEF 61 Hudson	2	75%	
SWEF 63 Menomonie	2	77%	Facility rebuild – new construction
SWEF 72 Superior	2	75%	
<b>Summary</b>	<b>23</b>	<b>75%</b>	
2	2%	Exceeds Standards	
10	98%	Meets Standards	
0	0%	Does Not Meet Standards	

**Note:** Wrightstown SWEF 34 was not inspected due to site scheduled for construction.

## **FY 2025 SWEFM Service Providers**

### **For-Profit:**

Erin Huettl Cleaning LLC, Appleton

### **Non-Profit:**

Embark Supported Employment, Superior

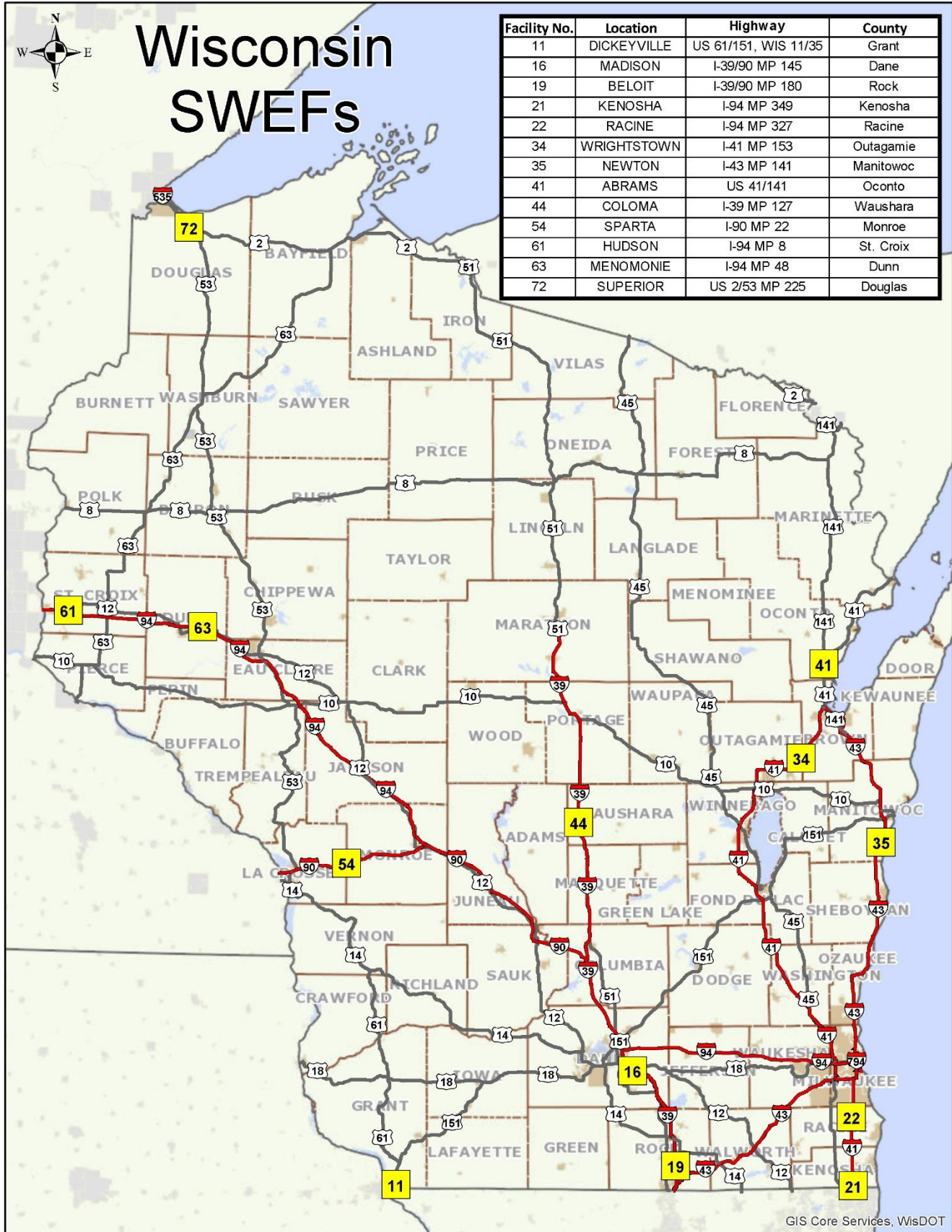
Handishop Industries, Inc., Tomah

Indianhead Enterprises, Menomonie

Kenosha Achievement Center, Kenosha

Northwoods Inc. of Wisconsin, Portage

VIP Services, Inc., Elkhorn





Bureau of  
Highway Maintenance  
**Roadside Facilities**

This report was prepared by:

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