

**DEPARTMENT OF ADMINISTRATIVE SERVICES  
FACILITIES MANAGEMENT DIVISION  
ARCHITECTURE, ENGINEERING & ENVIRONMENTAL SERVICES SECTION  
(CONSULTANT FEE INCREASE APPROVAL FORM)**

FEE INCREASE No. 1

**I. PROJECT DESCRIPTION**

Project Title: Sherman Park Boys & Girls Club HVAC Renovations

Project No.: P255-15605

Agency: 120

Org. No.: 1400

Object No.: 6146

Project Code: WP255012

Activity: \_\_\_\_\_

Function: \_\_\_\_\_

Category: \_\_\_\_\_

Consultant: IBC Engineering Services, Inc.  
N8 W22195 Johnson Drive, Suite 180  
Waukesha, WI. 53186

REVIEWED BY SLP  
DATE 6-1-17

Agreement Type

- Lump Sum - Not-To-Exceed      Type "A" or "D" Agreement
- Lump Sum - Not-To-Exceed      Type "B" Agreement – Annual
- Actual Cost - Not-To-Exceed Fee      Type "B" Agreement – Annual
- Actual Cost - Not-to-Exceed Fee      Type "C" Agreement

**Fee Increase Type:      Actual Cost: Not-to-Exceed (if other type , justify in reason section)**

**II. FEE INCREASE REASON**

Investigate and implement building envelope to rectify low interior temperature issue during winter as per attached additional services proposal of consultant IBC Engineering along with proposal of ZS LLC, the sub consultant to IBC Engineering.

**III. APPROVED FEE BREAKDOWN:**

A. Original Fee Plus Allowance:	\$89,801.00
1. Fee	\$81,696.00
2. <u>Reimbursable Allowance</u>	<u>8,105.00</u>
3. Fee Plus Allowance	\$89,801.00

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<b>B.</b>	<b>Previously Approved Fee Increases plus Allowance (NTE):</b>	<b>\$0</b>
1.	Fee Increase	\$0
2.	<u>Reimbursable Allowance (NTE)</u>	<u>\$0</u>
3.	<b>Total</b>	<b>\$0</b>
<b>C.</b>	<b>This Fee Increase plus Allowance (NTE):</b>	<b>\$14,724.00</b>
1.	Fee Increase	\$14,724.00
2.	<u>Reimbursable Allowance (NTE)</u>	<u>\$0</u>
3.	<b>Total</b>	<b>\$14,724.00</b>
<b>D.</b>	<b>Revised Maximum Allowable Fee Plus Allowance: \$104,525.00</b>	
1.	Fee (NTE)	\$96,420.00
2.	<u>Allowance (NTE)</u>	<u>\$8,105.00</u>
3.	<b>Fee Plus Allowance (NTE)</b>	<b>\$104,525.00</b>

**IV. DBE UTILIZATION**


(Approved DBE Participation Recommendation Form (DBE-12 Form if 0% goal) or "DBE" Utilization Report (DBE-14 Form approved by DBE office) are attached)  
The CBDP office concurs with the proposed DBE participation of 73.5%.

**V. FISCAL NOTE**

Sufficient funds are available to award consultant fee increase of \$14,724.00

**PREPARED BY:** Vijay Mehta, P.E., Sr. Mechanical Engineer

**REVIEWED AND RECOMMENDED BY:**

DocuSigned by:  
  
 \_\_\_\_\_  
 Gregory G. High, Director  
 Architecture, Engineering  
 and Environmental Services Section

6/2/2017  
 \_\_\_\_\_  
 Date


FEE INCREASE APPROVAL FORM

PROJECT TITLE: Sherman Park Boys & Girls Club HVAC Renovations  
PROJECT NO.: P255-15605

FEE INCREASE NO. : 1

OWNER DEPARTMENT APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
  
John Dangle, Director  
Parks, Recreation & Culture

6/12/2017

Date

DIRECTOR OF FACILITIES MANAGEMENT

Consultant Fee Increase Approved:


DocuSigned by:  
  
Jeremy Pich, Director  
DAS- Facilities Management Division

6/12/2017

Date

DIRECTOR OF ADMINISTRATIVE SERVICES APPROVAL

Consultant Fee Increase Approved:

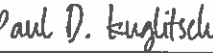
DocuSigned by:  
  
Teig Whaley-Smith, Director  
Department of Administrative Services

6/12/2017

Date

OFFICE OF CORPORATION COUNSEL APPROVAL

Consultant Fee Increase Approved:


DocuSigned by:  
  
Paul D. Kuglitsch  
Corporation Counsel

6/19/2017

Date

OFFICE OF THE COMPTROLLER APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
  
Scott Wanski, Comptroller  
Office of the Comptroller

6/12/2017

Date

FEE INCREASE APPROVAL FORM

PROJECT TITLE: Sherman Park Boys & Girls Club HVAC Renovations  
PROJECT NO.: P255-15605

FEE INCREASE NO. : 1

OFFICE OF THE COUNTY EXECUTIVE APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
*Chris Abele*  
Chris Abele, County Executive  
Office of the County Executive

6/19/2017  
Date

Attachments: Consultant Scope of Work w/Task-Hours Matrix  
Approved DBE Participation Form  
1684 Form

COPIES AFTER APPROVAL

cc: J. Dargle, Parks  
G. High, A&E, DAS-FM  
C. Hardy, A&E, DAS-FM  
B. Engel, CBDP  
V. Mehta, Project Manager  
Project File – Original