

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 10, 2020

TO: Chairwoman Nicholson, Milwaukee County Board of Supervisors

FROM: Greg High, Director, AE&ES Section, DAS-FM Division

SUBJECT: **2020 Capital Project WP320 – North Point Parking Lot: From the Director, Architecture, Engineering, and Environmental Services Section, Facilities Management Division, Department of Administrative Services, Requesting Passive Review of a Professional Service Agreement with Short Elliott Hendrickson, Inc – Passive Review Item**

POLICY

Implementation of Wisconsin Statutes 59.21(31) with regard to purchase of professional service agreements (under the Milwaukee General Ordinance Chapter 56) for Capital projects requires County Board review to award the initial agreement, or fee extension(s) to the original agreement, when the total contractual fee exceeds \$100,000 but is less than \$300,000. The Director of the Department of Administration (DAS) is requesting passive review to enter a professional service agreement with Short Elliott Hendrickson, Inc. (SEH) to provide professional design services for the 2020 Capital Project WP320 – North Point Parking Lot.

BACKGROUND

North Point Parking Lot

This parking lot serves Bradford Beach, Northpoint Concessions Stand, and the Lakefront. The pavement for the North Point Parking Lot is in poor condition and the storm sewer system has collapsed in several locations causing localized flooding of the parking lot during wet weather. Additionally, as a lakefront asset, this parking lot has experienced damage as a result of historically high Lake Michigan water levels, and related wave action damage. Repeated and increasing storm intensities have impacted the armoring along the east side of the shoreline, and high water impacts are now affecting the integrity of the parking lot's construction, and undermining is taking place. Some sections of the parking lot have been closed off for patron safety. The project will address complete parking lot reconstruction including improved internal circulation and improvements to parking lot infrastructure such as lighting and storm water management. The project will include methods to improve near shore water quality utilizing green infrastructure and storm water best management practices. Coastal Engineering will be needed to provide shoreline protection structures, including riprap and revetments, to protect the parking lot improvements.

The scope of work includes planning and design for the replacement of the North Point parking lot. The approved capital project envisions 3-1/2 inches of asphalt on 6 inches

of stone base, concrete curb and gutter, pervious pavers at the low end of the parking lot (or other appropriate storm water quality improvements), drainage and storm sewer improvements, lighting, and other potential utility replacement under new pavement. Additional armoring, as required to protect the parking lot, will also be required. Storm water best management practices, green infrastructure, natural areas restoration and management shall be incorporated where possible. Lighting will be replaced with LED fixtures.

A capital project has been approved in the Milwaukee County 2020 Capital Budget to complete the planning, design and construction documents for the North Point Parking Lot project. The 2020 capital budget includes funding for design only.

A passive review of the proposed Short Elliott Hendrickson, Inc. (SEH) consultant agreement is requested. The proposed scopes of services have been reviewed by the AE&ES Section of DAS-FM. A copy of the proposed scopes of services and consultant effort fee spreadsheets are attached. SEH Not to Exceed (NTE) fee breakdown for the project is as follows:

FEE BREAKDOWNS:

WP320 –North Point Parking Lot

Current Allowable Fee plus Allowance:

1. Lump Sum Not to Exceed Sum	\$151,437.75
2. <u>Reimbursable Allowance (NTE)</u>	<u>\$1,499.25</u>
3. Fee Plus Allowance (NTE)	\$152,937.00

The adopted 2020 capital budget included a total of \$173,046 for capital project WP320. There are sufficient funds in the capital budget to award the requested professional services agreement to SEH.

DBE participation goal for the contract is 17%. The approved DBE participation plan for the contract will exceed the goal.

RECOMMENDATION

The Director of the DAS respectfully requests passive review of award of professional services agreements to SEH for design services for the capital project WP320. This results in a NTE total fee of \$152,937.00 for WP320.

Prepared by: David S. Gulgowski, Project Manager, AE&ES, DAS-FM

Approved By:

Gregory G. High

Gregory G. High, P.E., Director
AE&ES Section, DAS-FM Division
Department of Administrative Services

Chairwoman Nicholson

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Attachments: Consultant Retention Approval
Fiscal Note

Cc: David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Julie Landry, Director, Department of Administrative Services
Vince Masterson, Fiscal & Strategic Asset Coordinator, DAS
Pamela Bryant, Capital Finance Manager, Comptroller's Office
Justin Rodriguez, Capital Finance Analyst, Comptroller's Office