

COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION

DATE: March 13, 2023

TO: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

FROM: Stuart Carron, Director, Facilities Management Division

SUBJECT: **A Request from the Director, Department of Administrative Services, regarding Passive Review of a Professional Services Agreement Exceeding \$100,000 but less than \$300,000 for Capital Project WP076501 – Mitchell Park Domes Future State Planning & Construction Cost Estimating.**

FILE TYPE: **Passive Review Contract**

REQUEST

The Director of the Department of Administrative Services (DAS) is requesting passive review to enter a professional service agreement with The Concord Group to provide professional construction cost estimating services for the 2023 Capital Project WP076501 – Mitchell Park Domes Future State Planning & Construction Cost Estimating.

OVERVIEW

Capital project **WP076501 – Mitchell Park Domes Future State Planning & Construction Cost Estimating**. The Milwaukee County Department of Parks, Recreation and Culture (“Parks”) operates the Mitchell Park Horticultural Conservatory (the “Domes”) in Mitchell Park, 524 S. Layton Blvd., Milwaukee, WI, 53215. The unique glass and concrete framed conical structures that form the exterior of the Domes are in a state of disrepair that require repair or replacement to protect the Conservatory’s plant collection and visitor experience. The Mitchell Park Domes are an operation of Milwaukee County Parks that has been the subject of planning efforts since falling concrete caused the facility to close in 2016. Over the last 6 years multiple planning efforts have been conducted that have developed alternatives and provided analysis to help policymakers at Milwaukee County government decide a future path for how to invest in the facility. These prior planning efforts have produced a vast amount of research and produced preliminary design alternatives ranging from demolition of the existing facility, various repair options of the Domes, and the construction of a new horticultural conservatory.

Milwaukee County is seeking a professional construction cost estimator to update the range of probable costs of a limited set of alternatives that have already been identified in prior planning efforts. Estimates of cost for each alternative that were produced in prior planning efforts are based on industry data that is now no longer relevant. Milwaukee County is also seeking information related to the total lifecycle cost of each alternative through a Net Present Value analysis of construction and operating costs.

This project will also require architectural and planning services to conduct an analysis of alternatives, architectural rendering and visualization services of alternatives, public engagement and presentation, preliminary and final report production. Currently all Domes programming is conducted inside of the facility with little interaction with the larger Mitchell Park. Parks is seeking to build better connections between the Domes and the entirety of Mitchell Park including but not limited to outdoor plantings, increased programming in the park, and an extension of the facility into under-utilized areas of the park.

The purpose of the planning process is to identify an economically viable and sustainable facility solution that satisfies the needs of the community and is in accordance with best practices for similar urban horticultural conservatories. The results of this study will be used to inform a future facility planning and design.

A capital project has been approved in the Milwaukee County 2023 Capital Budget to update the range of probable costs of a limited set of alternatives that have already been identified in prior planning efforts. A passive review of the proposed Concord Group consultant agreement is requested.

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.

Wisconsin State Statutes: 59.21(31)
Milwaukee County Code of General Ordinances: Chapter 56

FISCAL EFFECT

This request was included in the adopted 2023 capital budget as project number WP076501 and with a capital appropriation amount of \$288,830. The professional services agreement only results in a Not to Exceed (NTE) fee of \$145,220 for WP076501. 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. The Concord Group Not to Exceed (NTE) fee breakdown for the project is as follows:

FEE BREAKDOWNS:

Current Allowable Fee plus Allowance:	
1. Basic Services - Lump Sum Not to Exceed Sum	\$145,220.00
2. Reimbursable Allowance (NTE)	\$0.00
3. Fee Plus Allowance (NTE)	\$145,220.00

TERMS

The standard Milwaukee County professional services agreement is being used to define the terms.

RACIAL EQUITY COMPONENT

The contract includes a targeted business enterprise (TBE) goal of 12%. The approved TBE participation plan for the contract will meet the goal.

VIRTUAL MEETING INVITEES

Stuart Carron, Director, Facilities Management Division

Sarah Toomsen, Manager of Planning and Development, Department of Parks, Recreation and Culture

PREPARED BY

David S. Gulgowski, Principal Civil Engineer, AE&ES, DAS-FM

APPROVED BY

Stuart Carron

Stuart Carron, Director
Facilities Management Division
Department of Administrative Services

ATTACHMENTS

Consultant Retention Approval
Fiscal Note

cc: David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, Office of the County Executive
Kelly Bablitch, Chief of Staff, County Board
Janelle M. Jensen, Manager, Legislative Services Division, Office of the County Clerk
Joseph Lamers, Director, Office of Performance, Strategy and Budget, Department of Administrative Services
Vince Masterson, Capital Budget Coordinator, Office of Performance, Strategy and Budget, Department of Administrative Services
Pamela Bryant, Capital Finance Manager, Office of the Comptroller
Justin Rodriguez, Budget and Management Coordinator, Office of the Comptroller
Guy Smith, Director, Department of Parks, Recreation and Culture