

**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: Mitchell Park Horticultural Conservatory Phase II: Funding Study

Project No.: P490-19431

Agency: 120

Org. No.: 1400

Object No.: 6146

Project Code: WP490031

Activity: _____

Function: _____

Category: _____

Consultant: ArtsMarket , Inc.
662 Coffee Creek Rd.
Bozeman, MT. 59715

Agreement Type

Lump Sum - Not-To-Exceed **Type "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: Lump Sum: Not-to-Exceed (if other type, justify in reason section)

II. FEE INCREASE REASON

The Project for The Phase III: Funding Study for the Mitchell Park Horticultural Conservatory has begun with a very positive start in looking at feasible solutions for possible partnership and funding ideas for the future of the facility. These items are being studied as tasks 1 and 2 and had been awarded in the original contract. The Domes Task Force would like to proceed with Tasks 3 and 4 as described in the original RFP. This would involve developing a draft Pro-Forma for the model as developed from past feasibility studies along with more detailed estimates for budgeting and possible funding sources.

III. APPROVED FEE BREAKDOWN:

A. Original Fee Plus Allowance:	\$99,812.00
1. Fee	\$91,812.00
2. <u>Reimbursable Allowance</u>	<u>\$8,000.00</u>
3. Fee Plus Allowance	\$99,812.00

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B.	Previously Approved Fee Increases plus Allowance (NTE):	\$0.00
1.	Fee Increase	\$0.00
2.	<u>Reimbursable Allowance (NTE)</u>	<u>\$0.00</u>
3.	Total	\$0.00
C.	This Fee Increase plus Allowance (NTE):	\$69,342.00
1.	Fee Increase	\$63,583.52
2.	<u>Reimbursable Allowance (NTE)</u>	<u>\$5,758.48</u>
3.	Total	\$69,342.00
D.	Revised Maximum Allowable Fee Plus Allowance:	\$169,154.00
1.	Fee	\$155,395.52
2.	<u>Allowance (NTE)</u>	<u>\$13,758.48</u>
3.	Fee Plus Allowance (NTE)	\$169,154.00

IV. D/TBE UTILIZATION

Approved D/TBE Participation Recommendation Form (D/TBE -12 Form) and "D/TBE" Utilization Plan (D/TBE -14 Form) are attached.

V. FISCAL NOTE

Sufficient funds are available for this increase in the reimbursable allowance.

PREPARED BY: JMB

REVIEWED AND RECOMMENDED BY:

Gregory G. High, Director
Architecture, Engineering
and Environmental Services Section

Date

OWNER DEPARTMENT APPROVAL

Consultant Fee Increase Approved:

Guy Smith, Parks Director

Date

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DIRECTOR OF FACILITIES MANAGEMENT

Consultant Fee Increase Approved:

Stuart Carron, Director
DAS- Facilities Management Division

Date

DIRECTOR OF COMMUNITY BUSINESS DEVELOPMENT

Consultant Fee Increase Approved:

Community Business Development

Date

DIRECTOR OF ADMINISTRATIVE SERVICES APPROVAL

Consultant Fee Increase Approved:

Teig Whaley-Smith, Director
Department of Administrative Services

Date

OFFICE OF CORPORATION COUNSEL APPROVAL

Consultant Fee Increase Approved:

Corporation Counsel

Date

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PROJECT TITLE: Mitchell Park Horticultural Conservatory Phase II: Funding Study

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OFFICE OF THE COMPTROLLER APPROVAL

Consultant Fee Increase Approved:

Scott Manske, Comptroller
Office of the Comptroller

Date

OFFICE OF THE COUNTY EXECUTIVE APPROVAL

Consultant Fee Increase Approved:

Chris Abele, County Executive
Office of the County Executive

Date

OFFICE OF CORPORATION COUNSEL APPROVAL UNDER SEC. 59.42(2)(B)5, STATS.:

Consultant Fee Increase Approved:

Corporation Counsel

Date

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

COPIES AFTER APPROVAL

cc:

G. High, A&E, DAS-FM
K. Dunne, A&E, DAS-FM

, CBDP
J. Bastin, Project Manager

Project File – Original



COMMUNITY BUSINESS DEVELOPMENT PARTNERS MILWAUKEE COUNTY

COMMITMENT TO CONTRACT WITH TBE

PROJECT No. P490-119431 PROJECT TITLE Milwaukee County Horticultural Conservatory Phase III Funding Study

TOTAL CONTRACT AMOUNT (less allowances) \$ Tasks 1 and 2 = \$99,812 TBE Goal: 17%

Name & Address of TBE	Scope of Work Detailed Description	1) TBE Contract Amount	2) % of Total Contract
Saiki Design, Inc.	Landscape planning Mitchell Park	\$ 9981.20	10%

- 1) The total project contract amount is an estimate based on the outcome of negotiation between the Prime and Milwaukee County. In some situations the TBE sub-contract amount **might NOT** be based on the total project contract amount.
- 2) The **percentage** is based on the eligible scope of services that TBE participation can reasonably be obtained; which might not be based on the total project contract amount. The commitment percentage is the key indicator of TBE participation. The **Pass/Fail** determination is based on the percentage stated in the RFP/BID. If the Prime is using one or multiple TBE companies the sum of the percentages **MUST** satisfy the minimum percentage stated in the RFP/BID. Note the percentage indicated on this document will be viewed by CBDP the Prime's COMMITMENT to the TBE company.

Bidder/Proposer Commitment (To be completed by firm committing work to TBE)

I certify that the TBE firm quoted the identified service(s) and cost(s). I further acknowledge our firm having negotiated with, and having received confirmation, on partnering, pricing and delivery from the TBE firm listed herein.
 Prime Contractor/Consultant ArtsMarket, Inc. Phone 406-582-7466, or one of our subs, will enter into contract with the TBE firm listed, for the service(s) and amount(s) specified when awarded this contract. The information on this form is true and accurate to the best of my knowledge. I further understand that falsification, fraudulent misrepresentation will result in appropriate sanctions under applicable law.

John F. Stevens John F. Stevens, Co-Principal May 1, 2019
 Signature of Authorized Representative Name & Title of Authorized Representative Date

TBE Affirmation (To be completed by TBE Owner/Authorized Representative)

- I affirm that our company is certified as (check all certifications that apply)
 - DBE by the Wisconsin Unified Certification Program certifying partners
 - MBE by State of Wisconsin DOA
 - WBE by State of Wisconsin DOA
 - SBE by SBA Federal Size Standards, NAICS and registered in SAM
 - SBE by Milwaukee County
- I acknowledge and accept this commitment to contract with my firm for the service(s) and dollar amount(s) specified herein. I understand and accept that this commitment is for service(s) to be rendered in completion of the project specified herein and all work is to be completed with my own forces. I affirm that approval from CBDP will be obtained prior to subletting any portion of this work awarded to my firm on this project. I affirm that our company meets one of the following requirements: Certified as DBE and listed in the Wisconsin UCP Directory, certified as MBE or WBE with the State of Wisconsin DOA, or SBE firm certified by Milwaukee County or meets the SBA size standards and is listed in the SAM directory.

Ken Saiki Ken Saiki, President 608-405-8148 05-02-2019
 Signature of Authorized TBE Representative Name & Title of Authorized TBE Representative Phone Number Date

FOR CBDP USE ONLY

Commitment number of Participation: Project Total:

Authorized Signature Date

