

**DEPARTMENT OF ADMINISTRATIVE SERVICES  
FACILITIES MANAGEMENT DIVISION  
ARCHITECTURE, ENGINEERING & ENVIRONMENTAL SERVICES SECTION  
CONSULTANT RETENTION/CONSULTANT SELECTION APPROVAL**

Date: December 17, 2014

I. PROJECT DESCRIPTION

Project Title: GMIA – Gates D54 & D55 Improvements

Project No.: A193-15000

Agency: 120 Org. No.: 1300 Object No.: 6146

Project Code: WA193011 Activity: \_\_\_\_\_

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

REVIEWED BY SLP  
DATE 1-21-15

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

II. CONSULTANT SELECTION PROCEDURE

On October 4, 2012, a Request For Proposal (RFP) was issued to solicit architectural and engineering professional services for the interior improvement of the Gate D54 and D55 terminal area, located on Concourse D at GMIA. The general scope of the improvements consists of reconfiguring the gates to accommodate concourse level boarding of aircraft. The gates are currently configured for ground boarding only. Improvements will also include removal of the existing passenger escalators and associated floor infill, modification of the building window glazing system to facilitate new doors to the passenger loading bridges, construction of foundations for the passenger loading bridges, and all associated electrical, data, security and fire protection infrastructure modifications. A copy of the RFP is attached to this document.

Availability of the RFP was publically advertised in the Daily Reporter, and available via the GMIA engineering office, and the GMIA website. A total of five consulting teams submitted proposals by the deadline of 4:00 PM, October 29 2012. The following firms submitted proposals:

1. Continuum Architects
2. James Otto Architects
3. HGA
4. Boer Architects
5. Engberg Anderson

The proposals were evaluated by the Architecture and Engineering & Environmental Services division of the Milwaukee County Department of Administration. The consultant selection team consisted of:

CONSULTANT RETENTION / CONSULTANT SELECTION APPROVAL

Project Title: GMLA – Gates D54 & D55 Improvements

Project No.: A193-15000

Page 2

- David Shikhman – Managing Engineer
- Ed Baisch – Airport Engineer
- Pete Afsari – Managing Engineer
- Mary Turner – Managing Engineer (Electrical)

The selection team evaluated and scored each of the submitted proposals based on but not limited to the following factors:

1. Quality and responsiveness to RFP
2. Project approach and understanding
3. Qualifications and experience of the proposer
4. Firm's past performance on similar size and scope of projects
5. Team composition and organization
6. Coverage within the team of all required disciplines

A rating form was completed independently by each committee member for each of the five proposals. Once the proposals were evaluated and scored by the selection team, the team met to review the scores and rankings of the five consulting teams. The consensus of the selection team was to recommend award of the contract to Continuum Architects. Attached is the consultant evaluation matrix showing rank and score.

At the conclusion of this selection process in 2012 it was indicated that the appropriation of capital budget for this project would be delayed. This project budget is now appropriated and contained in the 2015 adopted capital improvement budget. The scope of the adopted project is substantially the same as that identified in the 2012 RFP and the proposal evaluation and selection process outlined above remains valid. The consultant team lead by Continuum Architects remains the same as originally proposed and indicate to be ready and able to complete the work as currently scoped.

III. RECOMMENDED CONSULTANT SELECTION

Consultant: Continuum Architects & Planners, S.C.  
P.O. Box 510663  
Milwaukee, WI 53203

ANTICIPATED NTE FEE: \$ 142,239.00

IV. DBE UTILIZATION

The DBE Participation Recommendation Form and Commitment to DBE Form approved by CBDP office) are attached.

V. FISCAL NOTE

There are sufficient funds in the 2015 Capital Budget allocation for GMIA – Gates D54 & D55 Improvements project for retaining the recommended consultant.

PREPARED BY: Jim Zsebe, P.E. Project Manager


REVIEWED AND RECOMMENDED BY:

CONSULTANT RETENTION / CONSULTANT SELECTION APPROVAL

Project Title: GMIA - Gates D54 & D55 Improvements

Project No.: A193-15000

Page 3

DocuSigned by:  
  
 \_\_\_\_\_  
 Gregory O. High, Director  
 Architecture, Engineering  
 and Environmental Services Section  
 1/23/2015  
 \_\_\_\_\_  
 Date

OWNER DEPARTMENT APPROVAL

Consultant Retention Approved:

DocuSigned by:  
  
 \_\_\_\_\_  
 Terry Blum  
 Interim Director - GMIA  
 1/23/2015  
 \_\_\_\_\_  
 Date

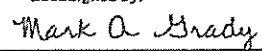
DIRECTOR OF ADMINISTRATIVE SERVICES APPROVAL

Consultant Selection Approved:

DocuSigned by:  
  
 \_\_\_\_\_  
 Teri Winkley-Smith-Director  
 Department of Administrative Services  
 1/23/2015  
 \_\_\_\_\_  
 Date

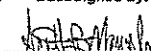
OFFICE OF CORPORATION COUNSEL APPROVAL

Consultant Retention Approved:

DocuSigned by:  
  
 \_\_\_\_\_  
 Corporation Counsel  
 1/30/2015  
 \_\_\_\_\_  
 Date

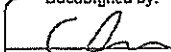
OFFICE OF THE COMPTROLLER APPROVAL

Consultant Retention Approved:

DocuSigned by:  
  
 \_\_\_\_\_  
 Scott Markof, Comptroller  
 Office of the Comptroller  
 2/2/2015  
 \_\_\_\_\_  
 Date

OFFICE OF THE COUNTY EXECUTIVE APPROVAL

Consultant Retention Approved:

DocuSigned by:  
  
 \_\_\_\_\_  
 Chris Holte, County Executive  
 Office of the County Executive  
 2/2/2015  
 \_\_\_\_\_  
 Date



CONSULTANT RETENTION / CONSULTANT SELECTION APPROVAL

Project Title: GMLA - Gates D54 & D55 Improvements

Project No.: A193-15000

Page 4

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COPIES AFTER APPROVAL

cc:

G. High, A&E, DTPW  
G. Drent A&E, DTPW

B. Engel, CBDP  
Project Manager

S. Keith      G. Bennett  
Project File – Original



December 17, 2014

**GENERAL MITCHELL INTERNATIONAL AIRPORT  
GATE D54 & D55 IMPROVEMENTS  
PROJECT NO. 5041-12008**

**Continuum Architects + Planners  
GENERAL SCOPE OF PROFESSIONAL SERVICES**

Continuum Architects & Planners will be the Project Lead, Architect of record for GMIA's Concourse D gates D54 & D55 gate modifications. These modifications as documented in the 10-2012 RFP will include concrete pavement removal and replacement, glass and glazing modifications, new jet bridge foundations, re-location of owner supplied jet bridges, and installation of new jet bridge power racks, bollards, and rack foundations. The new jet bridges electrical work will include normal and emergency power provisions, communications, security door card readers/magnetic locks and exit devices. Electrical equipment racks shall include transfer disconnect switches, receptacle, breaker and transformer installations.

Concourse D gates D54 & D55 airline will include existing podium demolition, and new podium installations. Podiums will be in accordance to American Airlines requirements. It is anticipated the podiums are existing. Other Miscellaneous work will include hollow metal doors and frames, and carpeting. Extension of the existing GMIA paging and Flight Information Display systems to each hold room podium may be necessary.

In addition to these Modifications, GMIA has asked the Design team to include the demolition of the 2 existing escalators, stairs, and railings & associated MEP to the gates D54 & 55 scope of work. These escalators are located directly behind the new gates 54 & 55. The escalators were installed in the 1990's when ground level gate boarding was needed at gates 54, & 55. The escalator removal will require selective demolition of existing building elements, finishes, infrastructure as well as engineered structural slab infill of the second level floor. Existing soffits & floor finishes will need to be properly cut & patched and returned into new when floor infill is complete. Existing escalator pit at the ground floor level will also need to be filled in.

SES 2009 soil borings and geotechnical report for adjacent gates D52 & D56 will be used. SES will provide additional soil borings and geotechnical report as required for gates 54 & 55.

Continuum will be contracting all required MEP, FP, IT, Structural, Civil & Survey consulting services with Graef-USA.

Continuum will provide all services as specified per the standard terms and conditions of the Milwaukee County Department of Transportation Consultant Agreement for Professional Services Type C. The projected time table as follows:

- Schematic design – 2 weeks
- Design development – 2 weeks
- Contract documentation – 4 weeks
- Bidding, Contractor negotiations - 10 weeks
- Construction Administration – 12 weeks
- Project Closeout – 12 weeks





### **Continuum Architects + Planners Scope of Services (lead):**

- Architect of Record. Project Lead, Project management of the entire design team from start to finish.
- Architectural survey, documentation & management of the drawing base files for the entire team. Project team to use BIM (Revit) for all drawing documentation.
- Coordinate manage, document & detail all levels of design demolition cutting & patching, new work with the design team. Provide GMIA one point of contact for all their questions issues answers they may have from start to finish for this project.
- Provide limited number of renderings as needed for GMIA to review the scope of work with stake holders, to gain their sign off.
- Meet with GMIA & stakeholders to review project scope & budget. Confirm needs are covered in the design teams scope of work. Identify any areas that need further discussion or inclusion into the program. Document decisions & direction for design development.
- Produce 3 sets of Schematic design documents for GMIA review and approval. Meet with GMIA to review documents. Document decisions & direction for design development.
- Produce 3 sets of design development drawings & MEP, structural, civil system descriptions for GMIA review and approval. Meet with GMIA to review documents. Graef MEP Engineer to be in attendance for question & answer. Document decisions & direction for CD's.
- Produce 3 sets of 80% CD's drawings & Spec. Meet with GMIA to review documents. Review design teams opinion of probable costs against the budget with GMIA. Document decisions & direction for 100% CD's.
- Produce 3 sets of 100% CD's drawings & Spec. Meet with GMIA to review documents. Graef MEP Engineer to be in attendance for question & answer. Review design teams opinion of probable costs against the budget with GMIA. Provide input for owner advertisement of bids. Document decisions & direction for Bidding Documents.
- Produce 1 sets of Signed & sealed bidding documents, drawings & Spec. Submit documents for City of Milwaukee plan review approvals.
- Provide bidding phase scope of services in accordance to owner architect agreement. Respond to bidders questions. Document addenda. Conduct prebid conference. Review bids with owner.
- Provide CA services in accordance to owner architect agreement. Provide weekly attendance at construction meetings. Review work in progress, make field reports. Address and log all RFI's & responses. Issue CB when required. Review Pay app's with GMIA.
- Provide project closeout services in accordance to owner architect agreement.

### **Graef-USA MEP, FP, IT, Structural, Civil Survey Engineering, Scope of Services:**

#### **Civil Engineering Scope of Services:**

- Gate Topographic Survey
- Gate Demolition Plan
- Gate Layout Plan
- Gate Grading Plan
- Miscellaneous Details
- Technical Specifications for inclusion within Project Manual

#### **Structural Scope of Services:**

- Design and drafting of Jet Bridge Foundations
- Design and drafting of electrical panel supports and protection bollards
- Design and drafting escalator opening infill framing
- Analyze escalator opening perimeter framing design and draft beam reinforcements if required
- Design and draft infill of escalator pits
- Technical specifications for above items

- Attend kick-off meeting and design meetings, three total
- Provide separate submittals for Schematic Design, Design Development reviews, and Construction Documents
- Attend pre-bid meeting, provide addenda if necessary
- Respond to contractor questions
- Review technical submittals related to our design
- Provide two visits to the site during construction to verify general compliance with the construction documents
- Provide project record drawings based on contractor mark-ups

**Electrical Scope of Services:**

- Survey existing electrical conditions affected by the proposed renovations
- Design electrical and telecom services to two relocated Jet Bridges at D Concourse gates 54 and 55
- Make accommodations at new gate podiums for paging and data connections, to be extended from apron level below
- Revise door security and access control devices associated with D Concourse gates 54 and 55
- Design power feeders from existing airport electrical facilities to serve new Jet Bridge electrical power centers
- Detail NEMA 4X outdoor power distribution stands for each relocated Jet Bridge. New power stands shall match current GMIA Jet Bridge electrical service standards
- Document disconnection of power to escalators that are being removed from service
- Design and draft new 5 kV to 480 volt substation at the apron level electrical room of Concourse D. Substation will be served from existing spare 5 kV bay in apron level 5 kV switchgear line-up and will be connected to an existing substation with a tie feeder and tie breaker
- Attend kick-off meeting, and coordination meetings to review Design Development and Construction Document drawings
- Attend a pre-bid meeting and bidder walk-through
- Respond to bidder's questions
- Review shop drawings for electrical equipment and systems specified
- Perform two site observation visits during construction
- Perform an electrical punchlist site visit at the substantial completion of construction
- Provide project record drawings based on contractor mark-ups

**Fire Protection Scope of Services:**

- Prepare documentation as necessary to extend fire protection sprinkler system at the apron level to the infill area where the existing escalators are being removed.

### CONSULTANT EFFORT SPREAD SHEET MATRIX

GMA Airport (Sheet 44 & 45) - Design

County Project Number 6041-12006

Revised 10-10-14 MAS

TASK	Michael Beto Project		Garry Landwehr Project		Professional		Lent Roseenthal, P.C.		Rob Schmalzer P.E.		Rick Paul		Jason Jacobsen		Robert J. Jerome, P.E.		Edward Fraser, P.E.		Tanya Elm		Administration		Larry Foster, P.E.		Dan Kuhn		Dave Hulse		Fran Ostrik		Pat Padern		Kevin Gores, P.E.		Dave Mademan		Richard Young P.E.		Rick Cullmano		Plumbing		Piping		TOTAL TASK COST			
	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate	Hours	Rate								
TASK 1 - PROPOSAL	12	8	12	10	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3	3				
TASK 2 - DESIGN DEVELOPMENT	20	0	40	00	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2			
TASK 3 - CONTRACT DOCUMENT	00	42	72	72	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4			
TASK 4 - BIDDING CONTRACTING	3	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
TASK 5 - CONSTRUCTION ADMINISTRATION PHASE - 12 Weeks	00	0	24	60	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0			
TASK 6 - PROJECT CLOSEOUT - 11 Weeks	00	0	4	24	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2				
TOTAL	35	58	111	55	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13	13				
% OF TIME	17%	1%	9%	25%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%	1%		
STANDARD DEVIATION	4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4	
STANDARD ERROR	12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12	
TOTAL COST	\$ 20,432	\$ 1,333	\$ 15,875	\$ 15,241	\$ 1,825	\$ 5,055	\$ 4,720	\$ 4,935	\$ 5,975	\$ 5,277	\$ 7,353	\$ 7,552	\$ 5,000	\$ 5,242	\$ 5,144	\$ 5,255	\$ 5,242	\$ 5,177	\$ 5,000	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935	\$ 4,935		
STANDARD DEVIATION	4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4		4	
STANDARD ERROR	12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12		12	

TOTAL AMOUNT REBURSABLE ALL COWANCE (GMA requested review submittals, plan review submittals, plan review fees)  
 TOTAL ARCHITECTURAL FEE NOT TO EXCEED

DESIGN PHASES: 171,700 51%

CONSTRUCTION PHASE: 217,500 69%

CAP: 1 80,201 47%

DESIGN PHASES: 171,700 51%  
 CONSTRUCTION PHASE: 217,500 69%  
 TOTAL: 389,200 100%





# COMMUNITY BUSINESS DEVELOPMENT PARTNERS MILWAUKEE COUNTY

## COMMITMENT TO CONTRACT WITH DBE

(This form is to be completed by the bidder/proposer and the DBE named for submission with bid/proposal)

PROJECT No.: A193-15000  
~~5044-12908~~  
 TOTAL CONTRACT AMOUNT \$139,179.00

PROJECT TITLE: GMIA, GATE D54 & D55 IMPROVEMENTS  
 DBE Goal: 25%

Name & Address of DBE <sup>(1)</sup>	Scope of Work Detailed Description	DBE Contract Amount	% of Total Contract
Continuum Architects + Planners	Architectural Design, Project A&E design lead	\$60,391	47%

(\* Separate commitment form must be completed for each DBE firm)

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

I certify that the DBE firm listed 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 DBE firm listed herein. Our firm Continuum Architects + Planners, (Phone No.414-220-9640), or one of our subcontractors, will enter into contract with the DBE firm listed, for the service(s) and amount(s) specified when awarded this contract. A copy of the contract between our firm and that of the named DBE will be submitted directly to CDBP within seven (7) days from receipt of Notice-to-Proceed on this contract. The information on this form is true and accurate to the best of my knowledge. I further understand that falsification, fraudulent statement, or misrepresentation will result in appropriate sanctions under applicable law.

\_\_\_\_\_  
 Signature of Authorized Representative

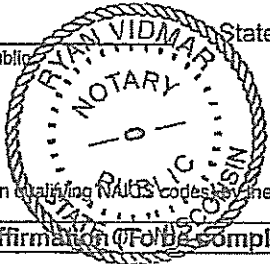
URSUA TWOMBLY, CEO  
 \_\_\_\_\_  
 (Name & Title of Authorized Representative)

12/16/14  
 \_\_\_\_\_  
 Date

Subscribed and sworn to before me this 16 day of December, 20 14

\_\_\_\_\_  
 Signature of Notary Public

State of WI. My Commission expires 08/14/2017.



[SEAL]

\* Only firms certified as DBEs (within qualifying NAICS codes) by the State of Wisconsin UCP prior to bid/proposal opening will be credited on this contract

### DBE Affirmation (To be completed by DBE Owner/Authorized Representative)

- I affirm that the State of Wisconsin UCP has certified our company as a DBE, and that our company is currently listed in the State of Wisconsin UCP Directory.
- I acknowledge and accept this commitment to contract with my firm for the service(s) and dollar amount(s) specified herein, as put forth by CONTINUUM ARCHITECTS + PLANNERS
- I understand and accept that this commitment is for service(s) to be rendered in completion of the Milwaukee County project specified herein to be completed with my own forces, unless otherwise approved by CDBP.
- I affirm that approval from CDBP will be obtained prior to subletting any portion of this work awarded to my firm on this project.

\_\_\_\_\_  
 Signature of Authorized DBE Representative

URSUA TWOMBLY, CEO  
 \_\_\_\_\_  
 Name & Title of Authorized DBE Representative

12/16/14  
 \_\_\_\_\_  
 Date

### FOR CDBP USE ONLY

Commitment number 1 of 1 Project Total: (A) \_\_\_\_\_ (V) \$ 60,391 Total % 42.9%

Verified with: URSUA

\_\_\_\_\_  
 Authorized Signature

12/16/14  
 \_\_\_\_\_  
 Date

GRAEF											SES			
Terry Foster, P.E. Civil	Dan Kosio Survey	Dave Kosio Survey	Fran Ojstrek Drafting	Pat Fadden Specifications	Jason Gerke, P.E. HVAC	Dave Mortensen Civil	Richard Koanig Plumbing/FP P E	Liza Cusimano Plumbing	Duane Reichel Soils engineer & testing		ESTIMATED REIM. EXP	SUB TASK TOTAL HOURS	TOTAL TASK COST	
\$127.04	\$94.25	\$114.37	\$101.79	\$63.85	\$153.04	\$100.00	\$137.35	\$78.59	\$65.44					
Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours	Hours					
0	2	0	0	0	0	1	0	5	2	0	0	\$60	104	\$ 10,077.38
	2					1		3						
								2	2					
0	2	0	0	0	0	2	0	7	6	0	0	\$60	272	\$ 22,248.77
	2					2		2	6					
								3						
								2						
0	14	3	10	2	16	3	26	11	16	0	0	\$60	430	\$ 24,857.95
	12				16	3	26	2	8					
								2	8					
	2	3	10	2				2						
								2						
								3						
0	0	0	0	0	0	0	0	2	2	0	0	\$2,600	55	\$ 8,188.93
								2	2					
0	4	0	0	0	0	2	0	7	0	0	67	\$60	339	\$ 23,416.32
	2					2		2						
	2							2						
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											67			
0	2	0	0	1	0	1	0	0	3	0	0	\$220	103	\$ 1,167.00
	2			1		1			3					
0	24	3	10	3	16	9	26	32	29	0	67		1347	
\$0	\$3,049	\$283	\$1,144	\$305	\$1,342	\$1,377	\$2,600	\$4,395	\$2,279	\$0	\$4,384	\$3,060		\$139,179
%	2%	0%	1%	0%	1%	1%	2%	2%	2%	0%	5%		100%	
Civil and Survey:		\$8,722			HVAC		\$1,377		Plumbing/FP \$6,674					

.....  
 (including printing, plan review submittals, Plan review fees).....  
 .....

\$139,179  
 \$3,060  
**\$ 142,239**