

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: June 7, 2019

TO: Chairman Theodore Lipscomb, Milwaukee County Board of Supervisors

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

SUBJECT: **Professional Services Agreement Exceeding \$100,000 for Capital Project WP684 – Mitchell Park Horticultural Conservatory – Glazing Investigation**
- Passive Review

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 of a fee increase to extend a professional service agreement with ZS,LLC to provide professional services for the 2018 Capital Project WP684-18607-2 – Mitchell Park Horticultural Conservatory – Glazing Investigation.

BACKGROUND

The current Horticultural Conservatory in Mitchell Park (the Domes) was dedicated in 1965 and is now in need of major repairs to sustain the structure for the future. In 2016, the Domes were closed temporarily to install a safety mesh such that patrons would be protected from the small surface chipping (spalling) of the concrete structure. Both the age of the structure and a failing glazing system that leaks have contributed toward the deterioration of the concrete. While the surface is deteriorating, the structure is still sound.

Prior to starting those repairs, it is imperative that Milwaukee County develop a plan that will address the many questions that need to be answered on how to actually do the repairs and how much will it cost. Funds were set aside in 2018 to do the material testing on the actual concrete that makes up the structure and the glazing system that encloses it. In order to truly know that this expensive solution will work, actual mock-up repairs and tests should be conducted.

Milwaukee County Resolution 16-200 authorized a Domes Task Force to look into a long range recommendation on the future of the Domes. The Task Force has requested an RFP be established for the needed services in material testing that will aid in determining a final recommendation for the County. The Glazing RFP was put out in March of 2019.

The RFP for the Glazing Investigation requested proposals on two tasks in developing the framework for future funding and a draft pro forma plan for the facility.

Task 1: Develop multiple solutions for repairs to the glazing system, detail and estimate.

Task 2: Create true mock-ups of at least one proposed solution, test for water tightness and resistance to breaking and give expanded estimate for repairs.

A proposal review committee of five persons was assembled to review the three proposals received by the County. This committee was comprised of Parks, AE&ES, the Domes Task Force and DAS – Facilities members. The selected proposal for the Funding Study is the ZS, LLC. They are teaming with Supersky Products, the original designer of the glazing system. Glazing Investigation - Tasks 1 has been awarded.

DAS-FM and Milwaukee County PARKS plan to extend the current agreement to cover Task 2: Mock-up and testing as proposed in the original consultant proposal.

A.	Original Fee Plus Allowance:	\$98,350.00
	1.Fee	\$98,350.00
	2.Reimbursable Allowance	\$0.00
	3.Fee Plus Allowance	\$98,350.00
B.	Previous Approved Fee Increases plus Allowance (NTE):	\$0.00
	1.Fee Increase	\$0.00
	2.Reimbursable Allowance (NTE)	\$0.00
	3.Total	\$0.00
C.	This Fee Increase plus Allowance (NTE):	\$96,800.00
	1.Fee Increase*	\$96,800.00
	2.Reimbursable Allowance (NTE)	\$0.00
	3.Total	\$96,800.00
	<i>*NOTE: This \$96,800 is anticipated funding from a fund transfer concurrently being processed from WP553.</i>	
D.	Revised Max Allowable Fee Plus Allowance:	\$195,150.00
	1.Fee	\$195,150.00
	2.Allowance (NTE)	\$0.00
	3.Fee Plus Allowance (NTE)	\$195,150.00

The 2018 capital budget included a total of \$320,000 for capital project WP553 – Mitchell Park Horticultural Conservatory –long term space planning. There were sufficient funds in the current WP684 budget to cover the original fee. A fund transfer of \$96,800,000 from WP553 to WP684 is being concurrently requested and will provide sufficient funds for this fee increase.

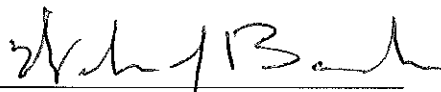
TBE participation goal for this contract is 17%. The approved DBE participation plan will meet the goal.

RECOMMENDATION

The Director of DAS recommends and requests passive review of this fee increase of \$96,800.00 for the contract amendment with ZS,LLC for the Mitchell Park Horticultural Conservatory – Glazing Investigation. This results in a total fee of **\$195,150.00**.

Prepared by: Julie Bastin, Project Manager, AE&ES, DAS-FM

Approved By:



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

Attachments: Fee Increase Approval

Cc: Chris Abele, County Executive
Raisa Koltun, Chief of Staff, County Executive's Office
Kelly Bablitch, Chief of Staff, County Board
Teig Whaley-Smith, Director, Department of Administrative Services
Joseph Lamers, Fiscal & Budget Director, DAS
Vince Masterson, Fiscal & Strategic Asset Coordinator, DAS
Pamela Bryant, Capital Finance Manager, Comptroller's Office
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