

**DEPARTMENT OF ADMINISTRATIVE SERVICES  
FACILITIES MANAGEMENT DIVISION  
ARCHITECTURE, ENGINEERING & ENVIRONMENTAL SERVICES SECTION  
(CONSULTANT FEE INCREASE APPROVAL FORM)**

FEE INCREASE No. 2

**I. PROJECT DESCRIPTION**

Project Title: Lake Park Arch Bridge over Ravine Drive

Project No.: P484-15619

Agency: 120

Org. No.: 1400

Object No.: 6146\_

Project Code: <sup>W</sup>P484011

Activity: \_\_\_\_\_

Fund: \_\_\_\_\_

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

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

Consultant: Graef - USA  
125 South 84<sup>th</sup> Street, Suite 401  
Milwaukee, WI 53214-1470

REVIEWED BY SLP  
DATE 11-8-16

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

**Fee Increase Type:      Actual Cost: Not-to-Exceed**

**II. FEE INCREASE REASON**

A competitive RFP process was used to select a design consultant for this project. Selection of Graef was based on their overall proposal for Phase One and Phase Two design services. Phase one of the project involved looking at alternative solutions to address the deteriorated arch bridge over Ravine Drive in Lake Park. Only Phase One of the design services was initially awarded. A Work Group (consisting of consultants, County staff and Friends groups from Lake Park and the neighborhood) provided guidance through the process. The alternatives were reviewed in two Public Information Meetings as well. An alternative to replace the bridge in-kind was selected to move forward in the design process.

Phase Two of the design services includes design and construction document preparation for the selected alternative. Graef has updated their fee proposal for final design and construction document preparation based on the selected alternative. More historic coordination, a public information meeting and a number of additional detail sheets have been added beyond what was included in the original proposal. These additional efforts will help streamline updating the planning and design documentation to conform to grant guidelines should Federal grant funding become available.

Graef's fee increase proposal has been reviewed and been found to be consistent with the additional services requested. The fee increase request is reasonable and will be paid on an actual cost basis.

FEE INCREASE APPROVAL FORM

PROJECT TITLE: Lake Park Arch Bridge over Ravine Drive

PROJECT NO.: P484-15619

FEE INCREASE NO. : 2

III. APPROVED FEE BREAKDOWN:

A.	Original Fee Plus Allowance:	\$79,134.06
1.	Fee	\$79,134.06
2.	<u>Reimbursable Allowance</u>	0
3.	Fee Plus Allowance	\$79,134.06
B.	Previous Increase plus Allowance (NTE):	\$19,678.00
1.	Fee Increase No. 1	\$19,678.00
2.	<u>Reimbursable Allowance (NTE)</u>	\$0
3.	Total	\$19,678.00
C.	<b>This Fee Increase plus Allowance (NTE):</b>	<b>\$139,563.55</b>
1.	<b>Fee Increase No. 2</b>	<b>\$139,563.55</b>
2.	<b><u>Reimbursable Allowance (NTE)</u></b>	<b>\$0</b>
3.	<b>Total</b>	<b>\$139,563.55</b>
D.	Revised Maximum Allowable Fee Plus Allowance:	\$238,375.61
1.	Fee (NTE)	\$238,375.61
2.	<u>Allowance (NTE)</u>	\$0
3.	Fee Plus Allowance (NTE)	\$238,375.61

IV. DBE UTILIZATION

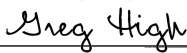
(Approved DBE Participation Recommendation Form (DBE-12 Form if 0% goal) or "DBE" Utilization Report (DBE-14 Form approved by DBE office) are attached)  
The DBE sub-consultant effort for this project exceeds the 25% goal.

V. FISCAL NOTE

There are sufficient funds in the WP484 to complete this work.

PREPARED BY: Karl Stave

REVIEWED AND RECOMMENDED BY:

DocuSigned by:  
  
 \_\_\_\_\_ 11/10/2016  
 Date  
 Greg G. High, Director  
 Architecture, Engineering  
 and Environmental Services Section

OWNER DEPARTMENT APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
  
 \_\_\_\_\_ 11/13/2016  
 Date  
 John Dargatzis  
 Director  
 Dept. of Parks, Recreation & Culture

FEE INCREASE APPROVAL FORM

PROJECT TITLE: Lake Park Arch Bridge over Ravine Drive

PROJECT NO.: P484-15619

FEE INCREASE NO. : 2

DIRECTOR OF FACILITIES MANAGEMENT

Consultant Fee Increase Approved:

DocuSigned by:  
Jeremy Theis  
Jeremy Theis, Director  
DAS- Facilities Management Division

11/14/2016  
Date

DIRECTOR OF ADMINISTRATIVE SERVICES APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
Teig Whaley-Smith  
Teig Whaley-Smith, Director  
Department of Administrative Services

11/16/2016  
Date

OFFICE OF CORPORATION COUNSEL APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
Paul D. Englitsch  
Corporation Counsel

11/21/2016  
Date

OFFICE OF THE COMPTROLLER APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
Scott Manske  
Scott Manske, Comptroller  
Office of the Comptroller

11/21/2016  
Date

OFFICE OF THE COUNTY EXECUTIVE APPROVAL

Consultant Fee Increase Approved:

DocuSigned by:  
Chris Abels  
Chris Abels, County Executive  
Office of the County Executive

11/23/2016  
Date

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

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COPIES AFTER APPROVAL

cc:

G. High, A&E, DAS-FM  
C. Hardy, A&E, DAS-FM

B. Engel, CBDP  
K. Stave, A&E

K. Haley, Parks  
Project File – Original

One Honey Creek Corporate Center  
125 South 84<sup>th</sup> Street, Suite 401  
Milwaukee, WI 53214-1470  
414 / 259 1500  
414 / 259 0037 fax  
www.graef-usa.com



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November 7, 2016

Karl Stave, P.E.  
Milwaukee County Department of Administrative Services  
633 W. Wisconsin Ave. Suite 1006  
Milwaukee, WI 53203

Subject: Lake Park Arch Bridge over Ravine Drive (P484-15619)  
Phase 2, Final Design  
Amendment #2

Dear Karl:

Per your request, Graef-USA Inc. (GRAEF) is pleased to provide this proposal to amend our services to Milwaukee County (Client). An executed copy of this proposal will amend our previous Agreement dated April 14, 2016.

This proposal is for professional services for Phase 2, final design of the Lake Park Arch Bridge over Ravine Drive (Project).

We understand the project is to prepare final construction drawings and specifications for the replacement of the Lake Park Ravine Bridge to Milwaukee County Department of Parks, Recreation and Culture.

### **Project Scope**

1. Prepare construction drawings for a new concrete arch structure to replicate, as closely as possible, the original dimensions of the 1906 structure.
2. Plans will be prepared for Milwaukee County to bid the project without using "Federal or State" money.
3. If Federal or State money is available and deemed an advantage to the funding of the project, it is required that the design process must be managed by the Wisconsin Department of Transportation or their representative (DAAR Engineering).
4. If Federal or State money is to be used for the construction of the project, additional design services are required to fulfill the requirements for the use of the Federal or State money, and this work will be considered as Extra Work. The Extra Work that is NOT INCLUDED in this amendment are as follows:
  - a. Revisions to the "On the Shelf Plans" that may be required through the Wisconsin DOT review process
  - b. Concept Definition Report
  - c. Archaeological Report.



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- d. Asbestos Report.
  - e. Hazardous Material Report
  - f. Environmental Report.
  - g. Structure Survey Report.
  - h. Exceptions to Standards.
  - i. Pavement Report.
  - j. Transportation Management Plan TMP.
  - k. Design Study Report.
  - l. Coordination with the Wisconsin DOT "Project Manager".
5. Investigate the fabrication and use of a concrete balustrade as originally shown on the 1906 structural construction drawings. We will try to use the concrete balustrade as originally intended, or modified as necessary to provide public safety.
  6. Provide a rendering of the proposed railing to be shown at the Public Involvement Meeting. Renderings may prepared using a program such as Sketchup or Revit.
  7. Construction drawings and specifications will be prepared in order for a contractor to prepare bids for the construction of the project.
  8. The design drawings will contain an estimated quantity table using standard WisDOT bid items, and all reinforcing steel will be detailed (eliminating the need for a rebar detailer). We would be modifying the WisDOT Standard Specifications for Highway and Bridge Construction as much as possible to prepare our technical specifications.
  9. Construction specifications will be in CSI format in accordance with Milwaukee County bidding documents.
  10. Public and private utilities will be incorporated into the final project as necessary. Lighting will not be placed on the bridge, only maintained on the approaches.
  11. Geotechnical engineer will explore the specifics of the foundation system. Soil parameters will be provided for the final structural design of the selected bridge foundation. A geotechnical report will be prepared.
  12. Coordinate with the Wisconsin Department of natural resources regarding the construction of the project and necessary permits that may be necessary.
  13. Investigate if the DNR's Notice of Intent permit (WDNR NOI) is required. Our preliminary investigation regarding this permit indicates the WDNR NOI is only necessary if the disturbance acreage is over 1 acre. Preliminary investigation suggests that site disturbance for this project will be less than 1 acre. It therefore follows that the Water Resources Application for Project Permits [WRAPP] would not be needed. Even if permitting is not required through the DNR, we intend to notify the DNR out of courtesy.
  14. An endangered species program must be investigated regarding the Indiana and Northern Long-eared Bat. This is a Federal Highway Administration and a US Fish and Wildlife Service program.



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15. Provide construction documents for the site protection related to erosion control and erosion related slope stability of the ravine. Best practices and experience for the erosion and sediment control will be investigated and implemented for the construction phase.
16. A slope stability investigation is not included in the project.
17. Provide the drawings and details for the replacement of the steps and railings near the west side of the north abutment.
18. Historical Coordination-by Heritage Research LTD
  - a. Heritage Research's goal is to satisfy the State Statutes regarding the removal, replacement, documentation and mitigation of the existing bridge if federal funds are not used for construction.
  - b. Heritage Research LTD will focus on the requirements that may be imposed on the removal of the existing structure.
  - c. Heritage Research will investigate the mitigation needed for the loss of the historical bridge-despite the fact that a replica may replace it.
  - d. Correspond and develop a plan with the Wisconsin Historical Society, State Historical Preservation Office (SHPO), and address their questions and needs.
  - e. Continue the conversation and present the plan (developed with SHPO) with the City of Milwaukee Historic Preservation Commission (HPC), and the Milwaukee County Historical Society (MCHS).
  - f. The Milwaukee County Parks Friends groups will be notified for the Public Involvement Meeting.
  - g. If Authorized in writing, the following may be required to satisfy historical requirements:
    - i. If Authorized in writing, prepare the documentation that may include 1 or 2 display panels that would be placed at one end of the bridge for the purpose of explaining to/interpreting for the public why the original bridge was historically significant.
    - ii. If Authorized in writing, prepare the HAER documentation that the may be required. Work may include large-format photos, extensive historical report, and possibly photographically reproduced copies of the original plans.
19. A probable construction cost estimate will be prepared by Middleton Construction Consultant, the same firm the provided the estimates in Phase 1. A line by line estimate for each item associated with bidding of the final selected structure will be prepared. The final construction cost estimate will be valuable for providing





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confidence of the dollar figure when applying for a grant or including the project within Milwaukee County's budget.

20. Inform Milwaukee County if any changes are identified in the applications or deadlines for federal grants.

### **Administration & Coordination**

1. Continue with the general administration of the project including general correspondence and invoicing.

### **Public Involvement**

1. Coordinate and attend one Public Involvement Meeting.
2. The initial concepts of the final structure will be presented.
3. Details will be shown that will compare the original concrete arch with a proposed concrete arch. Details of the proposed abutment will also be shown.
4. The pedestrian railing will be different than the existing structure. It is expected that we will resolve the question pertaining to the usage of the concrete balustrade's that were shown on the original structure.
5. We will try to use the concrete balustrades as originally intended or modified to provide public safety.
6. A rendering of the proposed railing will be shown. The rendering may be prepared using the program Sketchup or Revit.
7. Present the clearing of the trees requirements for the construction of the bridge.
8. It is not expected that comments received from this meeting will change the work already performed.

### **Project Meetings**

1. One meeting to coordinate with Milwaukee County prior to the PIM.
2. One design progress meeting which will include review of the proposed rail system.
3. One prefinal meeting to review final comments from Milwaukee County related to the plans, specifications, and construction cost estimate.
4. Day-to-day communication with Milwaukee County will be similar to the communication of Phase I.

### **Project schedule**

1. Notice to Proceed for this amendment will be provided before January 1, 2017.



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2. Construction documents and specifications to be submitted by August 2017.
3. Plans will be considered "Final" and available for the contractor to review and provide a bid.
4. If the plans are not used in a reasonable time frame, the structural plans and specifications should be reviewed for any updates or changes regarding material or code regulations. The subsequent review due to the delay of the project will be considered as Extra Work.

**Subconsultants**

1. Malas Engineering (DBE)
2. Soils Engineering Services (DBE)
3. Anderson and Anderson Technical Services (DBE)
4. Middleton Construction Consulting (DBE)
5. Lynch Engineering (DBE)
6. Heritage Research LTD
7. Collins Engineering

GRAEF will endeavor to perform the proposed additional Basic Services per the following schedule:

- 1) Deliver final alternative recommendation report by August 30, 2017.

At your written request, GRAEF will provide the following Additional Services for additional compensation as detailed below:

1. Preparation of additional correspondence, documents, drawings, specifications, and reports that are required if Federal or State monies are to be used for the construction of the new structure.
2. Modifications to plans and specifications, if any, due to a bid opening delay beyond May 31, 2017

For this Project, it is our understanding Client will provide the following additional services, items and/or information:

None expected

We propose to perform this additional work of Phase 2, Amendment 2, for a fee of \$139,563.55 which will increase the total fee of the contract for Phase I and Phase II to \$238,375.61. The expected tasks and associated costs for these items are as indicated on the attached open water mark project estimates. Work will be performed on an hourly





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basis. We anticipate a 37% DBE involvement for the additional services. This would equate to an overall DBE involvement of 31.3% for the entire project if all consultants use their entire fee. The actual DBE participation percentage will depend on the actual fees incurred by each of the parties involved.

We appreciate the opportunity to provide these services for this project.

Sincerely,

**Graef-USA Inc.**

A handwritten signature in blue ink that reads "Kevin Wood".

Kevin Wood, P.E., S.E.  
Principal

A handwritten signature in blue ink that reads "Mary Beth Pettit".

Mary Beth Pettit, P.E.  
Principal



# Lake Park Arch Bridge over Ravine Drive

Milwaukee County project number: P-484-15619

CONSULTANT LEVEL OF EFFORT

## GRAEF Level of Effort Phase 2

GRAEF

**DATE: October 24, 2016**

Principal in charge	Project Manager	Project engineer	Senior technician	CLERICAL	TOTAL
					HOURS

### DESIGN ACTIVITIES

#### ADMINISTRATION & COORDINATION (740)

		Principal in charge	Project Manager	Project engineer	Senior technician	CLERICAL	TOTAL
I	ADMINISTRATION (8 months)	-----	-----	-----	-----	-----	
1	Invoicing		4			8	12
II	PROJECT MANAGEMENT And CONTRACTS	-----	-----	-----	-----	-----	
1	Heritage Research coordination		2			2	4
2	Middleton Construction Consulting coordination		2			2	4
3	Mack Malas engineering coordination		2			2	4
4	SES coordination		2			2	4
5	Lynch and Associates-new contracts		8			6	14
6	Collins Engineering coordination-new contracts		8			6	14
7	Shevonne Andersen		2			2	4
	<b>TOTAL Project Management (740)</b>	-----	30	-----	-----	30	60

#### PUBLIC INVOLVEMENT (743)

		Principal in charge	Project Manager	Project engineer	Senior technician	CLERICAL	TOTAL
1	PUBLIC INVOLVEMENT - MEETINGS						
2	Coordination of Displays & Logistics with the City		4				4
3	Public Involvement Meeting #3		12				12
4	Handouts, Invitation Letter, Press Release			2			2
5	Attendance & Meeting Summary			4			4
6	Displays				6		6
7	Attendee Follow-Up & Documentation			2			2
8	Mailings						
	<b>TOTAL Public Involvement</b>	-----	16	8	6	-----	30

#### AGENCY / UTILITY COORDINATION (746)

		Principal in charge	Project Manager	Project engineer	Senior technician	CLERICAL	TOTAL
I	HISTORICAL COORDINATION	-----	-----	-----	-----	-----	
a.	SHPO & Heritage Research		8				8
b.	CITY OF MILWAUKEE		1				1
c.	MILWAUKEE COUNTY HISTORICAL		1				1
d.	FRIENDS OF THE PARK						
II	Wisconsin DNR COORDINATION	-----	-----	-----	-----	-----	
a.	DNR		2				2
b.	Other agencies			GRAEF			
III.	UTILITY COORDINATION						
a.	Utility Coordination - Initial Coordination Mailing			GRAEF			
b.	Utility Coordination - Review of Facility Maps			GRAEF			
IV	EROSION CONTROL PLANNING		2				2
	<b>TOTAL G) Agency / Utility Coordination (746)</b>	-----	14	-----	-----	-----	14



# Lake Park Arch Bridge over Ravine Drive

Milwaukee County project number: P-484-15619

CONSULTANT LEVEL OF EFFORT

## GRAEF Level of Effort Phase 2

GRAEF

**DATE: October 24, 2016**

	Principal in charge	Project Manager	Project engineer	Senior technician	CLERICAL	TOTAL HOURS
<b>PROJECT MEETINGS (747)</b>						
<b>1</b>	PROJECT MEETINGS-informal telephone discussions with Milwaukee County-one hour per month		6			6
<b>2</b>	PROJECT meeting (3.0)		9			9
<b>TOTAL Meetings</b>			<b>15</b>			<b>15</b>
<b>PLAN SET DRAFTING</b>						
<b>1</b>	RENDERINGS of railing		8	24		32
<b>2</b>	Title Sheet (1)			6		6
<b>3</b>	General Notes Sheet (1)			8		8
<b>4</b>	Plan Details (1)			6		6
<b>b.</b>	Final Design					
<b>1</b>	Title, General Notes			2		2
<b>2</b>	Typical Path Sections			2		2
<b>3</b>	Construction Details			6		6
<b>4</b>	Plan Details (1 sheet)			2		2
<b>5</b>	Erosion Control Details (by Collins)			-		
<b>6</b>	Alignment Detail (by Lynch)			2		2
<b>7</b>	Miscellaneous Quantities (1 sheet)			6		6
<b>8</b>	Plan Assembly			6		6
<b>TOTAL CADD DRAFTING (770)</b>			<b>8</b>	<b>70</b>		<b>78</b>
<b>PS&amp;E (794)</b>						
<b>i.</b>	SPECIFICATIONS					
<b>a.</b>	Special Provisions (concrete, rebar, piles, concrete finish)		2	8		16
<b>b.</b>	Special Provisions (arch construction)		8	8		4
<b>c.</b>	Final Cost Estimates (by Middleton)					
<b>TOTAL N) - PS&amp;E (794)</b>			<b>10</b>	<b>16</b>	<b>20</b>	<b>46</b>



# Lake Park Arch Bridge over Ravine Drive

Milwaukee County project number: P-484-15619

## CONSULTANT LEVEL OF EFFORT

## GRAEF Level of Effort Phase 2

GRAEF

**DATE: October 24, 2016**

	Principal in charge	Project Manager	Project engineer	Senior technician	CLERICAL	TOTAL HOURS
<b>FINAL STRUCTURAL PLANS- assume replace in kind</b>						
1	Establish loads and load patterns		2	2		4
2	3D computer model - Visual Analysis		4	16		20
3	Deck design -(design by Lynch)		2			2
4	Railing design-GRAEF investigate and design		8	24		32
5	Spandrel design		2	8		10
6	Floor beam/diaphragm design		2			2
7	Rib design		4	24		28
8	Thrust block design		4	16		20
9	Abutment wingwall & vault design (by Lynch)		4			4
10	Drafting (say 15 sheets)		12	90		102
11	Quantities			12		12
12	Rebar detailing & QC		16	16		32
13	QA QC calculations		16			16
14	QA QC drawings (by Malas)					
15	QA QC	8				8
<b>FINAL STRUCTURAL PLANS-</b>		<b>8</b>	<b>76</b>	<b>208</b>		<b>292</b>
<b>I. NONSTRUCTURAL ITEMS</b>						
1	Grant specialists			2		2
2	QA QC final project		4			4
<b>TOTAL NONSTRUCTURAL ITEMS</b>			<b>4</b>	<b>2</b>		<b>6</b>

<b>TOTALS:</b>		8	173	304	6	50	541
	<b>Hourly fee</b>	\$190.00	\$164.06	\$117.81	\$99.32	\$87.95	
		\$1,520.00	\$28,382.38	\$35,815.00	\$595.92	\$4,397.25	<b>\$70,710.55</b>



## Summary consultant fee & DBE percentage

Consultant		PHASE 1	% Contract	PHASE 1 Amendment 1	% of the Amendment	PHASE 2 Amendment 2	% of the Amendment	Total Contract	% of the Total Contract
Malas Engineering	DBE	\$5,184.00	6.6%	\$1,944.00	9.9%	\$6,480.00	4.6%	\$13,608.00	5.7%
Soil Engineering Services	DBE	\$7,385.00	9.3%		0.0%	\$5,360.00	3.8%	\$12,745.00	5.3%
Middleton Construction Consulting	DBE	\$3,696.00	4.7%	\$924.00	4.7%	\$3,684.00	2.6%	\$8,304.00	3.5%
Lynch & Associates Engineering Consultants LLC	DBE	-	-	-	-	\$27,112.00	19.4%	\$27,112.00	11.4%
Anderson and Anderson Technical Services	DBE	\$3,800.00	4.8%		0.0%	\$9,000.00	6.4%	\$12,800.00	5.4%
Heritage Research		\$5,086.26	6.4%	\$1,884.00	9.6%	\$3,767.00	2.7%	\$10,737.26	4.5%
Matt Jarosz		\$5,000.00	6.3%	-	-	-	-	\$5,000.00	2.1%
Collins Engineers		-	-	-	-	\$13,450.00	9.6%	\$13,450.00	5.6%
GRAEF		\$48,982.80	61.9%	\$14,926.00	75.9%	\$70,710.55	50.7%	\$134,619.35	56.5%
Total contract amount		\$79,134.06		\$19,678.00		\$139,563.55		\$238,375.61	
DBE amount		\$20,065.00		\$2,868.00		\$51,636.00		\$74,569.00	
Percent DBE		25.4%		14.6%		37.0%		31.3%	

Total contract amount	\$238,375.61
DBE amount	\$74,569.00
Percent DBE	31.3%



# 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.: P-484-15619 PROJECT TITLE: Lake Park Arch Bridge Over Ravine Drive Phase I & Phase 2

TOTAL CONTRACT AMOUNT \$238,375.61 DBE Goal: 25 %

Name & Address of DBE(*)	Scope of Work Detailed Description	DBE Contract Amount	% of Total Contract
Andersen & Andersen Technical Services LLC 1985 Hawthorne Drive Elm Grove, WI 53122	Architectural and Structural CAD Services	\$12,800.00	5.4%

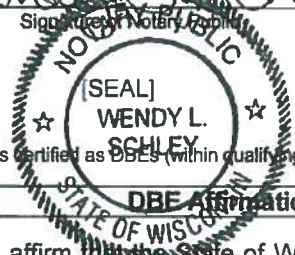
(\* Separate commitment form must be completed for each DBE firm)

### 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 Graef-USA Inc. (Phone No. 414-259-1500), 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 CBDP 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      Lori Rosenthal/Vice President      Name & Title of Authorized Representative      11/7/16      Date

Subscribed and sworn to before me this 7<sup>th</sup> day of November, 2016  
Wendy L. Schley State of WI. My Commission expires 2-19-2017  
Signature of Notary Public



\* 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 \_\_\_\_\_.
- 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 CBDP.
- I affirm that approval from CBDP will be obtained prior to subletting any portion of this work awarded to my firm on this project.

\_\_\_\_\_  
 Signature of Authorized DBE Representative      Shevonne Andersen, Principal      Name & Title of Authorized DBE Representative      11/04/2016      Date

### FOR CBDP USE ONLY

Commitment number 1 of 5      Project Total: (A) 5.4%      (V) \$ \_\_\_\_\_      Total % 31.3%  
 Verified with: N/A      \_\_\_\_\_      11/8/16  
Authorized Signature      Date





## 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.: P484-15619 PROJECT TITLE: Lake Park Arch Bridge Over Ravine Drive-Phase 2

TOTAL CONTRACT AMOUNT \$238,375.61 DBE Goal: 25 %

Name & Address of DBE(*)	Scope of Work Detailed Description	DBE Contract Amount	% of Total Contract
Lynch & Associates Engineering Consultant LLC 5482 S. Westridge Dr. New Berlin, WI 53151	Preparation of structural drawings for the abutments and bridge deck, design and detailing of the approaches to the bridge, design in detail of the trails steps and railing	\$27,112.00	11.4%

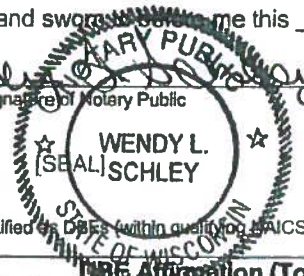
(\* Separate commitment form must be completed for each DBE firm)

#### 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 Graef-USA Inc. (Phone No. 414-259-1500), 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] Lori Rosenthal/Vice President 11/7/16  
Signature of Authorized Representative Name & Title of Authorized Representative Date

Subscribed and sworn to before me this 7th day of November, 2016  
[Signature] State of WI. My Commission expires 2-19-2017  
Signature of Notary Public



\* Only firms certified as DBEs (within qualification 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 \_\_\_\_\_.
- 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] Jodi M. Lynett / President 11/4/2016  
Signature of Authorized DBE Representative Name & Title of Authorized DBE Representative Date

#### FOR CDBP USE ONLY

Commitment number 2 of 5 Project Total: (A) 11.4% (V) \$ \_\_\_\_\_ Total % 31.3%  
Verified with: N/A [Signature] 11/8/16  
Authorized Signature Date



# 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.: P484-15619 PROJECT TITLE: Lake Park Arch Bridge Over Ravine Dr.- Phase 1 & Phase 2

TOTAL CONTRACT AMOUNT \$238,375.61

DBE Goal: 25 %

Name & Address of DBE(*)	Scope of Work Detailed Description	DBE Contract Amount	% of Total Contract
Malas Engineering LLC W148 N6912 Terriwood Drive Menomonee Falls, WI 53051	Agencies and Utilities Deputy Manager Final Plan Review	\$13,608.00	5.7%

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

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Signature of Authorized Representative

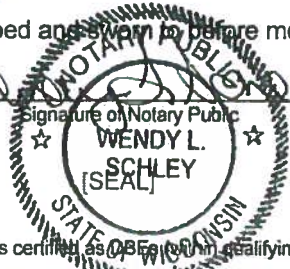
Lori Rosenthal/Vice President  
Name & Title of Authorized Representative

11/7/16  
Date

Subscribed and sworn to before me this 7<sup>th</sup> day of November, 2017

Signature of Notary Public

State of WI. My Commission expires 2-19-2017



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- 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 Graef-USA.
- 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 CBDP.
- I affirm that approval from CBDP will be obtained prior to subletting any portion of this work awarded to my firm on this project.

Signature of Authorized DBE Representative

Mahmoud (Mac) N. Malas, PE / Principal Engineer  
Name & Title of Authorized DBE Representative

Date 11/4/2016

### FOR CBDP USE ONLY

Commitment number 3 of 5

Project Total: (A) 5.7% (V) \$ \_\_\_\_\_

Total % 31.3%

Verified with: N/A

11/8/16





## 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.: P484-15619 PROJECT TITLE: Lake Park Arch Bridge Over Ravine Drive-Phase I & Phase 2

TOTAL CONTRACT AMOUNT \$238,375.61

DBE Goal: 25 %

Name & Address of DBE(*)	Scope of Work Detailed Description	DBE Contract Amount	% of Total Contract
Middleton Construction Consulting 6009 Cottontail Trail Madison, WI 53718	Construction Cost Estimates	<b>\$8304.00</b>	3.5%

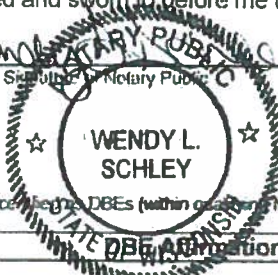
(\* Separate commitment form must be completed for each DBE firm)

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[Signature] \_\_\_\_\_ Lori Rosenthal/Vice President \_\_\_\_\_ 11/7/16 \_\_\_\_\_  
 Signature of Authorized Representative Name & Title of Authorized Representative Date

Subscribed and sworn to before me this 7<sup>th</sup> day of November, 2016

[Signature] \_\_\_\_\_ State of WI. My Commission expires 2-19-2017  
 Notary Public  


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[Signature] \_\_\_\_\_ Thomas M. Mullen, President \_\_\_\_\_ 11/5/16 \_\_\_\_\_  
 Signature of Authorized DBE Representative Name & Title of Authorized DBE Representative Date

#### FOR CBDP USE ONLY

Commitment number 4 of 5 Project Total: (A) 3.5% (N) \$ \_\_\_\_\_ Total % 31.3%  
 Verified with: N/A [Signature] \_\_\_\_\_ 11/8/16 \_\_\_\_\_  
 Authorized Signature Date



# 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.: P484-15619 PROJECT TITLE: Lake Park Arch Bridge Over Ravine Drive-Phase I & Phase 2

TOTAL CONTRACT AMOUNT \$238,375.61 DBE Goal: 25 %

Name & Address of DBE(*)	Scope of Work Detailed Description	DBE Contract Amount	% of Total Contract
Soils and Engineering Services, Inc. 1102 Stewart Street Madison, WI 53713-4648	Geotechnical Services	\$12,745.00	5.3%

(\* 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 Graef-USA Inc. (Phone No. 414-259-1500), 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 CBDP 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] Signature of Authorized Representative     
 Lori Rosenthal/Vice President Name & Title of Authorized Representative     
 11/7/16 Date

Subscribed and sworn to before me this 7th day of November, 2016  
[Signature] State of WI. My Commission expires 2-19-2017  
 Notary Public



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- I affirm that approval from CBDP will be obtained prior to subletting any portion of this work awarded to my firm on this project.

[Signature] Signature of Authorized DBE Representative     
 Duane E. Reichel, PE / Corporate Secretary Name & Title of Authorized DBE Representative     
 November 4, 2016 Date

### FOR CBDP USE ONLY

Commitment number 5 of 5 Project Total: (A) 5.3% (V) \$ \_\_\_\_\_ Total % 31.3%  
 Verified with: N/A [Signature] Authorized Signature      11/8/16 Date

**CONTRACT FORM** 1684 R5 (Refer to ADMINISTRATIVE MANUAL Section 1.13, for procedures)

Mail to: Preliminary: Office of the Comptroller, Contract Signatures, Room 301 Courthouse Final: Office of the Comptroller, Accounts Payable, Room 301 Courthouse Community Business Development Partners, 8th Floor City Campus	<b>CONTRACT TYPE</b> Professional Service - Operating Professional Service - Capital <b>x</b> Purchase of Service Preliminary      Final
---	--

DEPARTMENT NAME	AGENCY NO.	DEPARTMENT (HIGH) ORG
DAS - Facilities Management	115	5741

**VENDOR INFORMATION**

VENDOR NO.	ORDER TYPE	NEW or	AMEND	CONTRACT NO.
				: : : :

NAME OF VENDOR	ADDRESS
Graef-USA	125 South 84th Street Suite 401 Milwaukee, WI 53214

TAX I.D. NO.	EFFECTIVE DATES: begin date      end date	LENGTH OF CONTRACT (IN MONTHS)	AMENDMENT ONLY: DOLLAR CHANGE	TOTAL CONTRACT AMOUNT
	11/08/16      12/31/16	2		\$ 238,375.61

**ACCOUNTING INFORMATION**

Year to be Expended	Line No	Fund	Agency	Org Unit	Activity	Function	Object	Job Number	Report Cat	Units	Amount to be Expended/ Amendment
2016		1400	120	1400			6146	WP484011			\$ 139,563.55

**PURPOSE OF CONTRACT**

Lake Park Arch Bridge over Ravine Drive (P484-15619)	FEE INCREASE #2
--	-----------------

Was County Board approval received prior to contract execution or contract amendment or extension?

If YES, give County Board File No. \_\_\_\_\_ Date Approved \_\_\_\_\_

If NO, why is County Board approval not required? Capital Construction

Was Contract **fully** executed prior to work being performed (all signatures received)?       YES     NO

Is Vendor a certified professional service DBE?       YES     NO

Courtney D. Hardy	11/08/16	Clerical Specialist
Prepared By	Date	Title
	11/9/16	Director AE&ES Das - Facilities Management
Signature of County Administrator	Date	Title



## Certificate Of Completion

Envelope Id: A67E127ABF7446AE9DCB1FBA1ED3B7A9	Status: Completed
Subject: Please DocuSign: Lake Park Arch Bridge over Ravine Dr.Increase2.pdf	
Source Envelope:	
Document Pages: 19	Signatures: 7
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Katie Dunne
Time Zone: (UTC-06:00) Central Time (US & Canada)	633 W. Wisconsin Ave.
	Suite 901
	Milwaukee, WI 53203
	katie.dunne@milwaukeecountywi.gov
	IP Address: 204.194.251.5

## Record Tracking

Status: Original	Holder: Katie Dunne	Location: DocuSign
11/10/2016 8:26:55 AM	katie.dunne@milwaukeecountywi.gov	

## Signer Events

Greg High  
ghigh@milwcnty.com  
Director of AE and ES Section - Facilities  
Milwaukee County  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign  
ID:


## Signature

DocuSigned by:  
  
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Using IP Address: 204.194.251.3

## Timestamp

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Signed: 11/10/2016 11:19:34 AM

John Dargle  
john.dargle@milwaukeecountywi.gov  
Department of Parks, Recreation and Culture -  
Director  
Milwaukee County  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign  
ID:

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Signed: 11/13/2016 10:03:58 PM

Jeremy Theis  
jeremy.theis@milwaukeecountywi.gov  
Director of Facilities Management  
Milwaukee County  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Not Offered via DocuSign  
ID:

DocuSigned by:  
  
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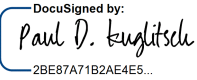
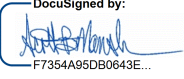
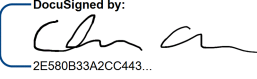
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Viewed: 11/14/2016 4:10:21 PM  
Signed: 11/14/2016 4:10:33 PM

Teig Whaley-Smith  
Teig.Whaley-Smith@milwaukeecountywi.gov  
Director of Administrative Services  
Milwaukee County  
Security Level: Email, Account Authentication (None)  
Electronic Record and Signature Disclosure:  
Accepted: 1/27/2015 8:36:57 AM  
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Viewed: 11/16/2016 8:48:58 AM  
Signed: 11/16/2016 8:51:21 AM



Signer Events	Signature	Timestamp
<p>Paul D. Kuglitsch  corp counselsignature@milwcnty.com  Deputy Corporation Counsel  Milwaukee County  Security Level: Email, Account Authentication (None)  Electronic Record and Signature Disclosure:  Not Offered via DocuSign  ID:</p>	<p>DocuSigned by:    2BE87A71B2AE4E5...</p> <p>Using IP Address: 204.194.251.5</p>	<p>Sent: 11/16/2016 8:51:22 AM  Viewed: 11/21/2016 8:27:01 AM  Signed: 11/21/2016 8:27:17 AM</p>
<p>Scott B. Manske  comptrollersignature@milwcnty.com  Comptroller  Milwaukee County  Security Level: Email, Account Authentication (None)  Electronic Record and Signature Disclosure:  Not Offered via DocuSign  ID:</p>	<p>DocuSigned by:    F7354A95DB0643E...</p> <p>Using IP Address: 204.194.251.5</p>	<p>Sent: 11/21/2016 8:27:18 AM  Viewed: 11/21/2016 9:44:18 AM  Signed: 11/21/2016 9:48:29 AM</p>
<p>Chris Abele  cabele@milwcnty.com  County Executive  Milwaukee County  Security Level: Email, Account Authentication (None)  Electronic Record and Signature Disclosure:  Not Offered via DocuSign  ID:</p>	<p>DocuSigned by:    2E580B33A2CC443...</p> <p>Using IP Address: 204.194.251.5</p>	<p>Sent: 11/21/2016 9:48:30 AM  Viewed: 11/23/2016 1:10:26 PM  Signed: 11/23/2016 1:10:54 PM</p>

In Person Signer Events	Signature	Timestamp
<b>Editor Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Agent Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Intermediary Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Certified Delivery Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Carbon Copy Events</b>	<b>Status</b>	<b>Timestamp</b>
<b>Notary Events</b>		<b>Timestamp</b>
<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	11/21/2016 9:48:30 AM
Certified Delivered	Security Checked	11/23/2016 1:10:26 PM
Signing Complete	Security Checked	11/23/2016 1:10:54 PM
Completed	Security Checked	11/23/2016 1:10:54 PM

**Electronic Record and Signature Disclosure**

## **CONSUMER DISCLOSURE**

From time to time, Wisconsin Milwaukee County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

### **Getting paper copies**

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

### **Withdrawing your consent**

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

### **Consequences of changing your mind**

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

### **All notices and disclosures will be sent to you electronically**

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

### **How to contact Wisconsin Milwaukee County:**

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: [plee@milwcnty.com](mailto:plee@milwcnty.com)

**To advise Wisconsin Milwaukee County of your new e-mail address**

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at [plee@milwcnty.com](mailto:plee@milwcnty.com) and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

**To request paper copies from Wisconsin Milwaukee County**

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to [plee@milwcnty.com](mailto:plee@milwcnty.com) and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.

**To withdraw your consent with Wisconsin Milwaukee County**

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an e-mail to [plee@milwcnty.com](mailto:plee@milwcnty.com) and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

**Required hardware and software**

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	<ul style="list-style-type: none"><li>• Allow per session cookies</li><li>• Users accessing the internet behind a Proxy Server must enable HTTP</li></ul>

1.1 settings via proxy connection
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\*\* These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

**Acknowledging your access and consent to receive materials electronically**

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC CONSUMER DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Wisconsin Milwaukee County as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Wisconsin Milwaukee County during the course of my relationship with you.