

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: July 6, 2015

TO: Chairwoman Marina Dimitrijevic, Milwaukee County Board of Supervisors
Supervisors Willie Johnson, Jr. & Theodore Lipscomb, Sr., Co-Chairs Finance,
Personnel & Audit
Supervisor Michael Mayo, Sr., Chairman, Transportation, Public Works & Transit

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

SUBJECT: **Fee Increase of Professional Services Agreement Exceeding \$300,000 for Capital Project WA096012– GMIA Parking Structure Relighting Action Item**

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 approval to award the initial agreement, or fee extension(s) to the original agreement, when the total contractual fee exceeds \$300,000. The Director of the Department of Administrative Services (DAS) is requesting authorization to execute a fee increase to an existing professional service agreement with Leedy & Petzold Associates, LLC to provide professional design services and construction administration for the adopted 2010 Capital Project WA096 – GMIA Parking Structure Relighting.

BACKGROUND

The parking structure relighting capital project (A096) was initiated in the 2010 budget for the relighting and electrical rehabilitation of the entire structure. In June, 2010, DAS – Facilities Management (DAS-FM) issued a Request of Qualifications (RFQ) for qualified firms to provide engineering, planning and design services related to the implementation of the GMIA Parking Structure Relighting.

Leedy & Petzold Associates, LLC. was selected to design the project. The initial scope of the project was to study the existing power demands of the airport and develop a master plan for a fee of \$66,200.00. Other options with pricing was also included in the project scope and were added to contract via subsequent fee revisions. Milwaukee County entered into a contract with the consultant on September 9, 2010. There have been 4 previous fee increases to date as a part of the design work including:

- Fee increase #1 provide further detail on switchgear loads impacting future growth - \$23,600.
- Fee Increase #2 allows the consultant to start design - \$225,100

- Fee Increase #3 plan modification due to delays on Baggage Claim & Electrical Distribution Building - \$12,406.61
- Fee Increase #4 allows consultant to implement construction administration - \$21,800

The revised scope of work will include to finish documenting existing ancillary electrical components, furnishing a complete set of plans and specifications to allow complete parking structure re-circuiting/re-lighting, and construction administration services. A spreadsheet is attached detailing the scope of services to complete the project.

The total fee increase for professional services is \$85,373.74, as shown below. The total adjusted contract agreement value is \$434,480.35

FEE BREAKDOWN:

Original Fee plus Allowance (NTE):

1. Phase 1 Basic Services Compensation	\$65,400.00
2. Phase 1 Reimbursable Allowance	\$800.00
3. Phase 1 Initial Fee Plus Allowance (NTE)	\$66,200.00

Previously Approved Fee Incr. (1 thru 4) plus Allow (NTE):

1. Fee Increase	\$282,906.61
2. Reimbursable Allowance	\$0.00
3. Total	\$282,906.61

This Fee Increase plus Allowance (NTE):

1. Phase 2 Basic Services Compensation	\$85,373.74
2. Phase 2 Reimbursable Allowance	\$0.00
3. Total	\$85,373.74

Revised Maximum Allowable Fee plus Allowance (NTE):

1. Basic Services Compensation	\$433,680.35
2. Reimbursable Allowance	\$800.00
4. Fee Plus Allowance (NTE)	\$434,480.35

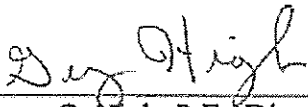
There are sufficient funds in the current WA096 capital budget to award the requested fee increase to Leedy & Petzold Associates, LLC.

RECOMMENDATION

The Director of the DAS respectfully requests authorization to execute a fee increase to an existing professional service agreement with Leedy & Petzold Associates, LLC. to address a fee increase request for the construction documents and construction administration, which results in an adjusted professional services agreement value of \$434,480.35

Prepared by: Timothy Kipp P.E., Project Manager, Airport Engineering, DAS-FM

Approved By:



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

Attachment: Leedy & Petzold Associates, LLC. Fee Increase Proposal

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