

COUNTY OF MILWAUKEE
Inter-Office Communication

Date: July 11, 2022

To: Marcelia Nicholson, Chairwoman, Milwaukee County Board of Supervisors

From: Guy Smith, Executive Director, Milwaukee County Parks

Subject: From the Executive Director of Parks asking for passive review of a fourth amended scope of work with Cardno Inc. for engineering services, final design and development, and an archeological review of the Little Menomonee River and Parkway which causes the agreement to exceed \$100,000

File Type: Passive Review

REQUEST

The Executive Director of Parks is requesting passive review of a professional service agreement with Cardno, Inc. due to a change in scope that requires a fee revision over \$100,000. The original contract was for engineering services and final design development for Little Menomonee River Parkway and the change of scope includes an extended construction monitoring period and implementation of a vegetative monitoring plan to meet DNR and EPA requirements.

POLICY

Implementation of Wisconsin Statutes 59.21(31) with regard to purchase of professional service agreements (under the Milwaukee General ordinance Chapter 56) 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.

Wisconsin State Statutes:	59.21(31)
Milwaukee County Code of General Ordinances:	
Specific Adopted Budget:	
Specific Adopted Budget Amendment:	
Specific Adopted Capital Project:	

BACKGROUND

In January of 2021 Parks contracted with Cardno, Inc. to complete a habitat management plan and wetland scrape design for the project area known as Sections 4 & 5 of Little Menomonee River Parkway (LMR Parkway), as part of the grant agreement with the Wisconsin Department of Natural Resources.

In the prior Amended Work Scope #1 that was approved by the Finance Committee by passive review on March 18, 2021, in County Board file 21-328, Cardno was contracted to conduct an archaeological archival/literature review of Little Menominee River Sections 2 – 6.

In the prior Amended Work Scope #2, that was approved by the Finance Committee by passive review on July 26, 2021, in County Board File 21-648, Cardno was requested to conduct on-site field checks (visual inspection, photo documentation, etc.) of the Little Menominee River Section 2-6 consisting of roughly 5.5 miles and approximately 650 acres as requested by the Wisconsin Department of Natural Resources (WDNR).

In the prior Amended Work Scope #3, that was approved by the Finance Committee by passive review on January 27, 2022, in County Board File 22-305, additional effort was required in order meet the requirements of NHPA Section 106 which required archeological and architectural investigations/evaluations.

The current fourth amended scope of work is required because DNR has extended the construction monitoring period by three months and implementation of a vegetative monitoring plan has been approved and requested of Cardno by the DNR, EPA, and Parks.

Due to the additional work, it is necessary to have a fourth amendment and fee revision to the contract. This increases the contract from \$119,338 to \$144,070.20. An increase of \$24,732.20.

Related File No's:	21-648, 21-328, 22-305
Associated File No's (Including Transfer Packets):	
Previous Action Date(s):	

ALIGNMENT TO STRATEGIC PLAN

This item aligns to the objectives in the [strategic plan](#):

- 2C: Apply a racial equity lens to all decisions
- 3A: Invest “upstream” to address root causes of health disparities
- 3B: Enhance the County’s fiscal health and sustainability
- 3C: Dismantle barriers to diverse and inclusive communities

Delisting AOCs often have a positive impact on property values in AOC communities, as well as increased outdoor recreation, commerce, port or shoreline activity, residential development that's all supported by a healthy and sustainable environment. The use of grant money for this work ensures the fiscal health and sustainability of the County.

FISCAL EFFECT

Sufficient funds are budgeted because this contract is being paid by grant funding.

TERMS

- Additional requirements to meet the requirements of the extended timeline by DNR and the vegetative monitoring plan as requested by DNR, EPA, and Parks.
- Increase contract by \$24,732.20

VIRTUAL MEETING INVITES

Erica Goblet, Parks Contracts Manager

PREPARED BY:

Erica Goblet, Parks Contracts Manager

APPROVED BY:

Guy Smith, Parks Executive Director



ATTACHMENTS:

- Fiscal Note
- Cardno Agreement
- Cardno Fee Revision #4
- Cardno Amended Work Scope #4

cc: David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, County Executive's Office
Sheldon Wasserman, Supervisor District 3, PEEC Chair
Steven Shea, Supervisor District 8, PEEC Vice Chair
Felicia Martin, Supervisor District 7, PEEC Member
Juan Miguel Martinez, Supervisor District 12, PEEC Member
Steve Taylor, Supervisor District 17, PEEC Member
Kelly Bablitch, Chief of Staff, Milwaukee County Board of Supervisors
Janelle M. Jensen, Legislative Services Division Mgr, Office of the County Clerk
Aaron Hertzberg, 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
Justin Rodriguez, Capital Finance Analyst, Comptroller's Office
Kelsey Evans, Committee Coordinator, Office of the County Clerk
Ciara Miller, Research & Policy Analyst, Office of the Comptroller
Anthony Rux, Budget & Management Analyst, DAS-PSB