



ARCHITECTURE, ENGINEERING, & ENVIRONMENTAL SERVICES SECTION

CONSULTANT RETENTION / CONSULTANT SELECTION APPROVAL

Date: 10/06/2023

I. PROJECT DESCRIPTION

Project Title: Whitnall Clubhouse HVAC Replacement and Kitchen Improvements

Project No.: WP068201

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

RFP placed on county website for public bid. No one attended original pre-proposal meeting or submitted RFP. RFP was re-opened on county website with more outreach from OEI. Multiple consultants attended next pre-proposal meeting.

5 consultants submitted a proposal. 4 person committee went through scoring process. 2 consultants were selected for virtual interviews. After the interviews, follow-up questions were sent to help provide clarity. Following the interviews and questions, the committee added onto their score sheets to account for the interview responses. The highest scoring consultant was then chosen.



Department of Administrative Services
Facilities Management Division

14.80.36.F1

III. RECOMMENDED CONSULTANT SELECTION

Consultant: Quorum Architects, Inc.
3112 W. Highland Blvd
Milwaukee, WI 53208

ANTICIPATED NTE FEE: \$ 126,140.00

IV. D/TBE UTILIZATION

Approved D/TBE Participation Recommendation Form (D/TBE-12 Form if 0% goal) or
“D/TBE” Utilization Report (D/TBE-14 Form approved by CBDP office) are attached.

V. FISCAL NOTE

Sufficient funds available in WP0682

VI. FEDERAL FUNDING

This project includes federal funding and meets the requirements of AMOP 14.80.44. NA-No Federal Funding

VII. SPECIAL NOTES

PREPARED BY: The Concord Group

Attachments: ☒ Consultant Scope of Work w/Task-Hours Matrix
☒ Approved D/TBE Participation Form
☒ 1684 Form (14.80.76.F1)

CONSTANT EFFORT

J

Below is a summary chart of total fees for the Quorum Architects, Inc. team. Separate constant effort spreadsheets for each team member listing hourly rates and hours for tasks are on the following pages. The total fees can also be found in section L. Fee Proposal.

Milwaukee County Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project Number # WP0682						
	QUORUM ARCHITECTS, INC.	GRUMAN BUTKUS ASSOCIATES	MCENROE CONSULTING ENGINEERS	CANDACITY, LLC	CREATIVE CONSTRUCTORS	
Total Fees by Firm		\$ 60,000.00	\$ 43,340.00	\$ 13,650.00	\$ 4,200.00	\$ 3,450.00
Total Cost for Basic Services:		\$ 124,640.00				
Reimbursables - Subtotal by Firm:		\$1,000	\$500			
Total Cost for Reimbursables:		\$1,500				
Total Project Cost: Base Fee + Reimbursables:		\$126,140				

QUORUM ARCHITECTS, INC.



Quorum Architects, Inc.

Milwaukee County Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project Number # WP0682	QUORUM ARCHITECTS, INC.						
	Allyson Nemec, AIA, NCARB Principal in Charge	Brian Scotty Principal Project Manager	Emily Hoffman, NCIDQ, WRID, LEED GA, ASID Interior Designer	Greta Schassler Interior Designer	Cory Romanesko Architectural Designer	Jennifer Current, RLA Landscape Architect	Mark Knapp, AIA Principal Architect
Hourly Rates:	\$175.00	\$137.50	\$88.00	\$59.50	\$110.00	\$123.75	\$137.50
BASIC SERVICES - PART 1							
1a. Documentaation of Existing Conditions	2	2	2	8	6	4	2
1b. Study and Programming Phase	4	12	12	16	0	4	0
1c. Schematic Design Phase	4	12	20	20	6	8	0
Basic Services - Part 1 Total Hours:	10	26	34	44	12	16	2
BASIC SERVICES - PART 2							
2a. Design Development	4	16	24	40	40	10	0
2b. Contract Documents	0	40	40	80	80	24	10
Basic Services - Part 2 Total Hours:	4	56	64	120	120	34	10
BASIC SERVICES - PART 3							
3a. Bidding	0	2	2	2	2	2	2
3b. Permitting	0	6	2	8	20	0	4
Basic Services - Part 3 Total Hours:	0	8	4	10	22	2	6
Project Totals							
Total Hours by Team Member:	14	90	102	174	154	52	18
Total Cost by Team Member:	\$2,450.00	\$12,375.00	\$8,976.00	\$10,353.00	\$16,940.00	\$6,435.00	\$2,475.00
Basic Services - Subtotal by Firm:	\$60,004.00						
Total Cost for Basic Services:	\$60,004						
Reimbursables - Subtotal by Firm:	\$1,000						
Total Cost for Reimbursables:	\$1,000						
Total Project Cost: Base Fee + Reimbursables:	\$61,004						

GRUMMAN | BUTKUS ASSOCIATES



GRUMMAN|BUTKUS
ENERGY EFFICIENCY CONSULTANTS
AND SUSTAINABLE DESIGN ENGINEERS

GRUMAN BUTKUS ASSOCIATES					
Milwaukee County Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project Number # WP0682	Bill Edwards Associate	Karen Long Associate Vice President	Amy Adam Project Engineer	Corey Andersen Project Engineer	Zach Sopata Engineer
Hourly Rates:	\$160.00	\$175.00	\$130.00	\$130.00	\$100.00
BASIC SERVICES - PART 1					
1a. Documentaation of Existing Conditions	6	2	10	8	8
1b. Study and Programming Phase	8	4	16	8	10
1c. Schematic Design Phase	8	4	16	12	12
Basic Services - Part 1 Total Hours:	22	10	42	28	30
BASIC SERVICES - PART 2					
2a. Design Development	16	8	24	16	10
2b. Contract Documents	16	12	36	24	20
Basic Services - Part 2 Total Hours:	32	20	60	40	30
BASIC SERVICES - PART 3					
3a. Bidding	2	0	0	0	0
3b. Permitting	2	2	1	1	1
Basic Services - Part 3 Total Hours:	4	2	1	1	1
Project Totals					
GRUMAN BUTKUS ASSOCIATES					
Total Hours by Team Member:	58	32	103	69	61
Total Cost by Team Member:	\$9,280.00	\$5,600.00	\$13,390.00	\$8,970.00	\$6,100.00
Basic Services - Subtotal by Firm:	\$43,340.00				
Total Cost for Basic Services:	\$43,340				
Reimbursables - Subtotal by Firm:	\$500				
Total Cost for Reimbursables:	\$500				
Total Project Cost: Base Fee + Reimbursables:	\$43,840				

MCENROE CONSULTING ENGINEERS



Milwaukee County Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project Number # WP0682	McENROE CONSULTING ENGINEERS	
	Eileen McEnroe Hanks Structural Engineer	
Hourly Rates:		\$175.00
BASIC SERVICES - PART 1		
1a. Documentaation of Existing Conditions		4
1b. Study and Programming Phase		2
1c. Schematic Design Phase		6
Basic Services - Part 1 Total Hours:		12
BASIC SERVICES - PART 2		
2a. Design Development		22
2b. Contract Documents		38
Basic Services - Part 2 Total Hours:		60
BASIC SERVICES - PART 3		
3a. Bidding		4
3b. Permitting		2
Basic Services - Part 3 Total Hours:		6
Project Totals		McENROE CONSULTING ENGINEERS
Total Hours by Team Member:		78
Total Cost by Team Member:		\$13,650.00
Basic Services - Subtotal by Firm:		\$13,650.00
Total Cost for Basic Services:		\$13,650
Reimbursables - Subtotal by Firm:		\$0
Total Cost for Reimbursables:		\$0
Total Project Cost: Base Fee + Reimbursables:		\$13,650

CANDACITY, LLC
Candacity, LLC
 CAN-DO CONSULTING

Milwaukee County Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project Number # WP0682		CANDACITY, LLC
		Melanie Smythe Food Service Design Architect
Hourly Rates:		\$100.00
BASIC SERVICES - PART 1		
1a. Documentaation of Existing Conditions		2
1b. Study and Programming Phase		4
1c. Schematic Design Phase		8
Basic Services - Part 1 Total Hours:		14
BASIC SERVICES - PART 2		
2a. Design Development		6
2b. Contract Documents		8
Basic Services - Part 2 Total Hours:		14
BASIC SERVICES - PART 3		
3a. Bidding		6
3b. Permitting		8
Basic Services - Part 3 Total Hours:		14
Project Totals		CANDACITY, LLC
Total Hours by Team Member:		42
Total Cost by Team Member:		\$4,200.00
Basic Services - Subtotal by Firm:		\$4,200.00
Total Cost for Basic Services:		\$4,200
Reimbursables - Subtotal:		\$0
Total Cost for Reimbursables:		\$0
Total Project Cost: Base Fee + Reimbursables:		\$4,200

CREATIVE CONSTRUCTORS



Milwaukee County Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project Number # WP0682	CREATIVE CONSTRUCTORS	
	Brian LaBonte	Angela Boyer
	Hourly Rates:	\$125.00 \$75.00
BASIC SERVICES - PART 1		
1a. Documentaation of Existing Conditions	0	0
1b. Study and Programming Phase	0	0
1c. Schematic Design Phase	8	2
Basic Services - Part 1 Total Hours:	8	2
BASIC SERVICES - PART 2		
2a. Design Development	8	2
2b. Contract Documents	0	0
Basic Services - Part 2 Total Hours:	8	2
BASIC SERVICES - PART 3		
3a. Bidding	8	2
3b. Permitting	0	0
Basic Services - Part 3 Total Hours:	8	2
Project Totals	CREATIVE CONSTRUCTORS	
Total Hours by Team Member:	24	6
Total Cost by Team Member:	\$3,000.00	\$450.00
Basic Services - Subtotal by Firm:	\$3,450.00	
Total Cost for Basic Services:	\$3,450	
Reimbursables - Subtotal by Firm:	\$0	
Total Cost for Reimbursables:	\$0	
Total Project Cost: Base Fee + Reimbursables:	\$3,450	



COMMUNITY BUSINESS DEVELOPMENT PARTNERS MILWAUKEE COUNTY

COMMITMENT TO CONTRACT WITH TBE

PROJECT No. WP0682 PROJECT TITLE Whitnall Park Golf Clubhouse HVAC Replacement – Kitchen Remodel

TOTAL CONTRACT AMOUNT (less allowances) \$124,640.00 plus reimbursable expenses TBE Goal: 17%

Name & Address of TBE	Scope of Work Detailed Description	1) TBE Contract Amount	2) % of Total Contract
Quorum Architects, Inc. 3112 West Highland Boulevard Milwaukee, WI 53208	Architectural Design, Interior Design, Landscape Architectural Design and Project Management	\$60,000.00	48%

- 1) The total project contract amount is an estimate based on the outcome of negotiation between the Prime and Milwaukee County. In some situations the TBE sub-contract amount **might NOT** be based on the total project contract amount.
- 2) The **percentage** is based on the eligible scope of services that TBE participation can reasonably be obtained; which might not be based on the total project contract amount. The commitment percentage is the key indicator of TBE participation. The **Pass/Fail** determination is based on the percentage stated in the RFP/BID. If the Prime is using one or multiple TBE companies the sum of the percentages MUST satisfy the minimum percentage stated in the RFP/BID. Note the percentage indicated on this document will be viewed by CBDDP the Prime's COMMITMENT to the TBE company.

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

I certify that the TBE firm 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 the TBE firm listed herein.

Prime Contractor/Consultant Quorum Architects, Inc. Phone 414-265-9265, or one of our subs, will enter into contract with the TBE firm listed, for the service(s) and amount(s) specified when awarded 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

Allyson Nemec, AIA, NCARB President
Name & Title of Authorized Representative

August 23, 2023
Date

TBE Affirmation (To be completed by TBE Owner/Authorized Representative)

- I affirm that our company is certified as (check all certifications that apply)
 - ☒ DBE by the Wisconsin Unified Certification Program certifying partners
 - ☐ MBE by State of Wisconsin DOA
 - ☒ WBE by State of Wisconsin DOA
 - ☒ SBE by SBA Federal Size Standards, NAICS and registered in SAM
 - ☒ SBE by Milwaukee County
- I acknowledge and accept this commitment to contract with my firm for the service(s) and dollar amount(s) specified herein. I understand and accept that this commitment is for service(s) to be rendered in completion of the project specified herein and all work is to be completed with my own forces. I affirm that approval from CBDDP will be obtained prior to subletting any portion of this work awarded to my firm on this project. I affirm that our company meets one of the following requirements: Certified as DBE and listed in the Wisconsin UCP Directory, certified as MBE or WBE with the State of Wisconsin DOA, or SBE firm certified by Milwaukee County or meets the SBA size standards and is listed in the SAM directory.


Signature of Authorized TBE Representative

Allyson Nemec, AIA, NCARB President
Name & Title of Authorized TBE Representative

414-265-9265
Phone Number

August 23, 2023
Date

FOR CBDDP USE ONLY

Commitment number of Participation: 48.14% Project Total: 48.14%

Lamont Robinson
Authorized Signature

10/17/2023
Date



Milwaukee County

**Request for Proposal (RFP) -
Cover Letter Parks – Whitnall Park
Golf Clubhouse HVAC Replacement-
Kitchen Remodel**

Milwaukee County Parks is issuing a Request for Proposal (RFP) for Design Consultant Services, for the Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel.

The Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project has secured funding for design. The intention is that once the A&E firm has been engaged, work is to be initiated immediately and continued through the completion of Schematic Design (SD). After the SD phase, an initial estimate will be completed. This estimate will further define and prioritize the proposed improvements in comparison with available funding, and also the required timing needed to release the selected A&E firm to continue with Final Design and Construction Documents.

The goal is to retain one A&E firm to complete the design and bid documents for this project. The Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel Project was funded in the 2021 Capital Budget. Milwaukee County Parks plans to engage one firm but requests that the respondent firms break out fee proposals for each individual project. The attached Consultant Fee Proposal Form (Attachment 3) will outline responder's cost per each funded initiative as a combined project.

The County will engage through an AIA Document B101-2017, Standard Form of Agreement Between Owner and Architect as one contract covering services for the project (see Attachment 4).



Milwaukee County

July 17, 2023

Re: Request-For-Proposals (RFP)
Parks – Whitnall Park Golf Clubhouse HVAC Replacement- Kitchen Remodel
Milwaukee County Parks
9480 W. Watertown Plank Road
Wauwatosa, WI 53226
Project No. WP0682
Proposal Due: August 9, 2023

The Milwaukee County Parks Department is requesting the proposal for the planning and design of the Whitnall Park Golf Clubhouse HVAC Replacement - Kitchen Remodel. The goal is to retain a consultant to design replacement of HVAC system for Kitchen and Dining area along with ADA compliance requirements requiring Kitchen modifications along with addition of access ramps and a new ADA accessible bathroom. With respect to sustainability, the design and specification for the new HVAC equipment will incorporate the latest Standards and Guidelines currently offered by ASHRAE that include the latest energy efficiency and sustainability provisions. The proposal is for professional consulting services to provide full design and engineering services for the Whitnall Park Golf Clubhouse. Professional consulting services shall include documentation of existing conditions, programming, site planning, schematic design, design development, assisting the construction administrator with cost estimates, construction documents, permitting, bidding, and construction administration. Milwaukee County seeks to improve select interior and exterior building components associated with the Whitnall Park Golf Clubhouse to achieve greater energy efficiency of the building, address known defects, as well as improve and update the facility for ADA compliance purposes. The County will require that such strategies be explored in the design phase of this project.

The Whitnall Park Golf Clubhouse is located at 6751 S 92nd St, Franklin, WI 53132. In addition to allowing access during the Pre-Proposal Meeting, occurring on July 26th, 2023 at 2pm CT, the project site may be visited by first contacting:

Therese Gripenrog – Senior Landscape Architect
Milwaukee County Parks
9480 W. Watertown Plank Road
Wauwatosa, WI 53226
414-257-6242

CONTRACT FORM1684 R6

See procedures in: Notes below (hover over red triangles)andForms Library/Contracts

Check one: ☒ Preliminary Form: Print this completed form as a pdf. Upload the pdf to DocuSign when circulating any contract or amendment for signatures.

☐ Corrected Form: Date of correction: Upload corrections to DocuSign.

CONTRACT TYPE (select from one dropdown box below)

Next step (depending on the Type you selected):

PROFESSIONAL SERVICES
(Procurement Contract Types)
(payments tracked in another system)
(no transaction)
(only revenue transaction)

Enter as a Service Contract in Infor. Circulate the Contract in DocuSign with this 1684 form.
Enter as a Requisition in Infor. Circulate the Contract in DocuSign with this 1684 form.
Tracking system may interface with Infor. Circulate the Contract in DocuSign with this form.
No commitment is needed in Infor. Circulate the Contract in DocuSign with this 1684 form.
No commitment is needed in Infor. Circulate the Contract in DocuSign with this 1684 form.

CONTRACT SUBTYPE (select from dropdown box below)

INFOR CONTRACT NO. if applicable

CONSULTING

CONTRACT CLASSIFICATION & AGENCY NAME (select from dropdown box below)

ADVANTAGE CONTRACT NO. if applicable

120 CAPITAL PROJECTS

CONTRACT SUBCLASSIFICATION (LOW ORG.) (select from dropdown box below)

DEPARTMENT'S INTERNAL CONTRACT NO. if applicable

1400 CAP PROJ-PARKS

SUPPLIER or other party to the contract

SUPPLIER'S or other party's ADDRESS

QUORUM ARCHITECTS INC

3112 W HIGHLAND BLVD

SUPPLIER TAX I.D.

SUPPLIER #

COMMODITY CODE (or list by Line below)

NEW or

AMEND

MILWAUKEE, WI 53208-3250

On File

5472

81-10-16-00

X

EFFECTIVE DATES:
effective dateexpiration date

LENGTH OF CONTRACT
(IN MONTHS)

AMENDMENT ONLY: DOLLAR
CHANGE

TOTAL CONTRACT AMOUNT

Upon NTP approx.
October 2023

indefinite, approx. 12/31/24

14

\$126,140.00

ACCOUNTING INFORMATION

Year to be
Encumbered
or Earned

Line
No.

Commodity
Code

Agency

Org.

Account

Activity

Function

Reporting
Category

Project / Job /
Grant

Fund

Item
Descriptio
n

Item
Descriptio
n 2

Amount to be
Encumbered
or Earned

2023

01

81-10-16

120

1400

60113

WP0682011

41400

original agrmt

\$126,140.00

NAME OF CONTRACT

2023 Consultant Agreement for Mechanical Engineering services for WP0682011 Whitinall Clubhouse HVAC Replacement and Kitchen Improvements - Quorum Architects, Inc.

DESCRIPTION (PURPOSE OF CONTRACT)

2023 Consultant Agreement for Mechanical Engineering Services for WP0682011 Whitinall Clubhouse HVAC Replacement and Kitchen Improvements - The Consultant (Quorum Architects) agrees to inspect and document existing conditions, study solutions, develop designs and specifications, develop contracts, and prepare project for bidding and permitting. DocuSign ID:

Was Board approval or passive review received prior to contract execution or contract amendment or extension? Check one:

☒ If YES, attach and list Legistar File
No. or Mental Health Board Agenda Item: 20-733

Date Approved
or Reviewed: 11-12-2020

☒ If NO, why is Board approval not required?

Public Works contract only using funds from an adopted budget year

Does this contract require payment before services are rendered?

YES☐ NO☒

The County does not prepay for services. Draft the contract to require the Contractor to invoice the County once services are provided.

Will this contract be fully signed before work is performed?

YES☒ NO☐

Is Supplier certified as:

DBE?☒ YES

MBE?☐ YES

WBE?☒ YES

SBE?☒ YES

Krista Burns

10/12/23

Prepared By

Date

Katie Bainer

10/13/23

Reviewed By

Date

Project Assistant

Title

Operations & Admin Manager

Title

Guy Smith

10/17/2023

Signature of person with signature card authority
(Operating funds require Department signature)

Date

Title

Tim Detzer

11/1/2023

A/E Director

Date

Title

Print this page as a pdf. Upload that pdf to DocuSign. Use DocuSign to obtain the Signature of the person with signature card authority.

Not A&E
Not A&E
Not A&E
Not A&E

This Retention Approval executed by:

BY: Tim Detzer DATE: 11/1/2023
Director
Department of Administrative Services
Facilities Management Division
AE&ES Section

BY: Guy Smith DATE: 10/17/2023

NAME: Guy Smith

TITLE: Executive Director, Parks Department

DEPARTMENT: Milwaukee County Parks

BY: Stuart Cannon DATE: 10/16/2023
Director
Department of Administrative Services
Facilities Management Division

Sarah Toomsen 10/16/2023

2021 CAPITAL IMPROVEMENTS BUDGET MILWAUKEE COUNTY

Project No. WP682	Sub-Project No. WP68201	Sub-Project Title WHITNALL CLUBHOUSE HVAC RPLCMNT-KITCHEN REMODEL
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2021 Sub-Project Addresses the following item/issue:

In 2016 Milwaukee County funded a project to replace the HVAC system for the kitchen and dining area of the Whitnall Park Clubhouse. During project design for the kitchen and other building systems to support the new kitchen including electrical, plumbing and HVAC. the consultant determined that major kitchen upgrades were required to provide an efficient and effective HVAC system suitable for the building program. These significant upgrades also triggered design for kitchen and ADA code compliance requirements, requiring kitchen modifications and the addition of access ramps and a new ADA accessible bathroom. The County's VFA database reflects the need for upgrades and repairs of this nature, as the systems and building areas described are categorized as potentially critical repairs.

2021 Scope of Work:

Retain consultant to design replacement of HVAC system for Kitchen and Dining area along with ADA compliance requirements requiring Kitchen modifications along with addition of access ramps and a new ADA accessible bathroom. With respect to sustainability, the design and specification for the new HVAC equipment will incorporate the latest Standards and Guidelines currently offered by ASHRAE that include the latest energy efficiency and sustainability provisions.

2022 - 2025 Scope of Work:

Implement general construction and HVAC work designed in 2021.

Any surplus appropriations available upon completion of an approved project must be lapsed at year-end. Surplus appropriation shall not be used to expand an approved project scope without the approval of the County Board of Supervisors and the County Executive. Adjustments to reduce the project scope shall be made, as necessary, in order to not exceed authorized budget appropriation(s).

Capital Sub-Project Cost and Reimbursement Revenue By Year (2021 - 2025)

BUDGET YEAR	CAPITAL APPROPRIATION	CAPITAL REIMBURSEMENT REVENUE			NET COUNTY COMMITMENT
		FEDERAL	STATE	LOCAL/OTHER	
2021	\$167,205	\$0	\$0	\$0	\$167,205
2022	\$1,073,295	\$0	\$0	\$0	\$1,073,295
2023	\$0	\$0	\$0	\$0	\$0
2024	\$0	\$0	\$0	\$0	\$0
2025	\$0	\$0	\$0	\$0	\$0
TOTAL	\$1,240,500	\$0	\$0	\$0	\$1,240,500

2021 Budget Year Financing

Federal, State & Local Aid	\$0	Investment Earnings	\$0
Sales & Use Tax	\$0	PFC Revenue	\$0
Property Tax	\$0	Revenue Bonds	\$0
G.O. Bonds & Notes	\$167,205	Gifts & Cash Contr	\$0
Airport Reserve	\$0	Other Revenue	\$0
Total Budget Year Financing	\$167,205		

Capital Sub-Project Breakdown

SUB-PROJECT BY PHASE	Prior Yr(s)	2021	2022 - 2025	Total
	Approp.	Approp.	Approp.	Approp.
Basic Planning & Design	\$0	\$167,205	\$0	\$167,205
Construction & Implementation	\$0	\$0	\$1,073,295	\$1,073,295
Right-of-Way Acquisition	\$0	\$0	\$0	\$0
Equipment	\$0	\$0	\$0	\$0
TOTAL	\$0	\$167,205	\$1,073,295	\$1,240,500

Initial Sub-Project Schedule

	Year	Qtr
Complete Site Acquisition (if applicable)	2021	1
Complete Preliminary Plan (if applicable)	2021	2
Complete Final Plans & Specs	2021	4
Begin Implementation/Purchase Asset	2022	1
Substantially Completed	2022	3
Scheduled Sub-Project Closeout	2022	4

Useful Life (Yrs)

20

Requesting Department or Agency:

Parks, Recreation, & Culture

Managing Department or Agency:

Dept of Admn Services - Facilities Management

Specialized Consultant(s) Retained:

Yes

Functional Group:

Parks, Recreation, & Culture

Capital Category:

Facility Rehab or Major Maint



Certificate Of Completion

Envelope Id: 8545D2843C2841EEA5C48790043979B6

Status: Completed

Subject: Please DocuSign: WP068201 Whitnall Clubhouse HVAC Replacement & Kitchen Improvements

Source Envelope:

Document Pages: 14

Signatures: 7

Envelope Originator:

Certificate Pages: 6

Initials: 0

Krista Burns

AutoNav: Enabled

633 W. Wisconsin Ave.

Envelope Stamping: Enabled

Suite 901

Time Zone: (UTC-06:00) Central Time (US & Canada)

Milwaukee, WI 53203

Krista.Burns@milwaukeecountywi.gov

IP Address: 204.194.251.3

Record Tracking

Status: Original

Holder: Krista Burns

Location: DocuSign

10/16/2023 6:15:50 AM

Krista.Burns@milwaukeecountywi.gov

Signer Events

Signature

Timestamp

Sarah Toomsen

Sent: 10/16/2023 10:48:26 AM

Sarah.Toomsen@milwaukeecountywi.gov

Viewed: 10/16/2023 5:50:40 PM

Assistant Director of Planning

Signed: 10/16/2023 5:50:45 PM

Milwaukee County Parks

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication

Using IP Address: 204.194.251.5

(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Completed

Sent: 10/26/2023 2:02:32 PM

Katie Bainer

Viewed: 10/26/2023 2:03:06 PM

katie.bainer@milwaukeecountywi.gov

Signed: 10/26/2023 2:12:15 PM

Operations & Admin Manager

Using IP Address: 204.194.251.3

Milwaukee County

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication

Using IP Address: 204.194.251.5

(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signature

Timestamp

Tim Detzer

Sent: 10/16/2023 5:50:47 PM

timothy.detzer@milwaukeecountywi.gov

Viewed: 10/16/2023 9:27:31 PM

PRincipal Engineer - Environmental

Signed: 11/1/2023 12:38:21 PM

Milwaukee County

Signature Adoption: Pre-selected Style

Security Level: Email, Account Authentication

Using IP Address: 204.194.251.5

(None)

Electronic Record and Signature Disclosure:
Not Offered via DocuSign

Signature

Timestamp

Lamont Robinson

Sent: 10/16/2023 5:50:48 PM

lamont.robinson@milwaukeecountywi.gov

Viewed: 10/17/2023 1:37:28 PM

Director, CBDP

Signed: 10/17/2023 1:38:13 PM

Milwaukee County

Signature Adoption: Pre-selected Style

Signing Group: Office of Economic Inclusion

Using IP Address: 204.194.251.3

Security Level: Email, Account Authentication

(None)

Electronic Record and Signature Disclosure:
Accepted: 3/11/2022 1:45:06 PM
ID: be35eacc-f2fa-4b7c-8e88-b25355c2d517

Signer Events	Signature	Timestamp
Guy Smith Guy.Smith@milwaukeecountywi.gov Executive Director, Parks Department Milwaukee County Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 204.194.251.3	Sent: 10/16/2023 5:50:48 PM Viewed: 10/17/2023 10:41:53 AM Signed: 10/17/2023 10:42:23 AM
Electronic Record and Signature Disclosure: Accepted: 12/11/2017 4:09:25 PM ID: 022e4205-7af7-4f9e-a114-b604b5086b96		
Stuart Carron Stuart.Carron@milwaukeecountywi.gov Director, Facilities Management Div. Milwaukee County Security Level: Email, Account Authentication (None)	 Signature Adoption: Pre-selected Style Using IP Address: 65.29.177.160 Signed using mobile	Sent: 10/16/2023 5:50:48 PM Viewed: 10/16/2023 6:02:27 PM Signed: 10/16/2023 6:05:03 PM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
Katie Bainer Katie.Bainer@milwaukeecountywi.gov Operations & Admin Manager Milwaukee County Security Level: Email, Account Authentication (None)	<div>VIEWED</div> Using IP Address: 204.194.251.3	Sent: 10/16/2023 6:44:29 AM Viewed: 10/16/2023 10:36:46 AM Completed: 10/16/2023 10:42:42 AM
Electronic Record and Signature Disclosure: Not Offered via DocuSign		

Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
Zach Felden zfelden@concord-cc.com Security Level: Email, Account Authentication (None)	<div>COPIED</div>	Sent: 11/1/2023 12:38:24 PM
Electronic Record and Signature Disclosure: Accepted: 10/13/2023 3:13:53 PM ID: 2cb05872-9391-40a7-b1c4-dedc1bf1c059		

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/16/2023 6:44:29 AM
Envelope Updated	Security Checked	10/16/2023 10:42:43 AM
Envelope Updated	Security Checked	10/16/2023 10:42:43 AM
Envelope Updated	Security Checked	10/16/2023 10:42:43 AM
Envelope Updated	Security Checked	10/16/2023 10:42:43 AM

Envelope Summary Events	Status	Timestamps
Envelope Updated	Security Checked	10/16/2023 10:42:43 AM
Envelope Updated	Security Checked	10/16/2023 10:42:43 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:25 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/16/2023 10:48:26 AM
Envelope Updated	Security Checked	10/26/2023 2:02:31 PM
Envelope Updated	Security Checked	10/26/2023 2:05:42 PM
Envelope Updated	Security Checked	10/26/2023 2:10:53 PM
Envelope Updated	Security Checked	10/26/2023 2:10:53 PM
Envelope Updated	Security Checked	10/26/2023 2:10:53 PM
Certified Delivered	Security Checked	10/16/2023 6:02:27 PM
Signing Complete	Security Checked	10/16/2023 6:05:03 PM
Completed	Security Checked	11/1/2023 12:38:24 PM

Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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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"> • Allow per session cookies • Users accessing the internet behind a Proxy Server must enable HTTP

	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.

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