

**COUNTY OF MILWAUKEE
INTEROFFICE COMMUNICATION**

DATE: November 3, 2021

TO: Marcelia Nicholson, Chairperson, Milwaukee County Board of Supervisors

FROM: Stu Carron, Director, Facilities Management, DAS-FM Division

SUBJECT: **A Request from the Director, Department of Administrative Services (DAS), regarding Authorization to Execute a Professional Services Agreement Exceeding \$300,000 for Capital Project WP0718011 – Domes Mesh Inspection and Repairs**

FILE TYPE: Action

REQUEST

The Director of DAS respectfully requests authorization to execute a consultant agreement with ZS LLC for professional services for Capitol Project WP0718011, Domes Mesh Inspection and Repairs resulting in a lump sum Not-to-Exceed contract value of \$317,430.00.

OVERVIEW

Approximately (5) years ago, a temporary stainless steel mesh system was installed in the three domes of the Mitchell Park Horticultural Conservatory. The intention of the mesh system was to capture the spalls from the domes' concrete structures. Given the temporary nature of the mesh system, an inspection of the mesh system at its (5) year anniversary was recommended by the mesh system design consultant.

Under capital project **WP0718011 – Domes Mesh Inspection and Repairs**, ZS LLC will provide hands-on evaluation of the existing mesh system, the dome's observable concrete frame and interior glazing surfaces. The scope of ZS LLC's professional services includes necessary engineering and contractor access services to inspect all three domes from the interior. In the event that mesh and/or the domes' concrete framing repairs are required as a result of the inspection findings, such repairs will be performed under cost allowances included in the consultant's proposal.

Selection of ZS LLC for **WP0718011** did not utilize a Request For Proposal (RFP) solicitation. The request to award **WP0718011** directly to ZS LLC without RFP solicitation is based upon the benefits to the County. ZS LLC is currently working on the dome's investigation for its glazing system replacement under capital project WP0684011 – Domes Material Testing. Working with ZS LLC simultaneously on both projects is beneficial in that:

1. Both projects could operate simultaneously and reduce down time.
2. Both projects utilize the same specialty lift and provide an economy.
3. Initiating the project sooner by forgoing RFP solicitation.
4. ZS LLC will be utilizing the same subcontractor that provided the initial installation of the existing mesh system.
5. An estimated savings of \$20,000 may be experienced by the County based upon the previously mentioned items.

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The work to develop and test the glazing mock-up required in WP0684011- Domes Material Testing will be transferred to **WP0718011 – Domes Mesh Inspection and Repairs**. Funds have been transferred from WP0684011 into **WP0718011** for this work.

ZS LLC scope of services has been reviewed by the AE&ES Section of DAS-FM and Parks Planning. A copy of the scope of services and consultant fee spreadsheet is attached.

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.

Wisconsin State Statutes: 59.21(31)

Milwaukee County Code of General Ordinances: Chapter 56

FISCAL EFFECT

There are sufficient funds in the capital project WP071801 to award the professional services agreement to ZS LLC. The professional service agreement results in a lump sum Not-to-Exceed contract value of \$317,430.00 for WP0718011, which breaks down as follows:

FEE BREAKDOWNS:

Domes Mesh Inspection and Repairs:

1. Engineering Inspection Services	\$64,080.00
2. Subcontractor Access Assistance by MRI	\$119,650.00
3. <u>Owner Allowance</u>	<u>\$75,000.00</u>
4. Fee Plus Allowance	\$258,730.00

Glazing Study Task 2 – Proposed Solution Mockup:

1. ZS Contract Task 2 Mockup Credit from WP0684011	(\$50,000.00)
2. Estimated Mockup Construction Cost	\$88,500.00
3. <u>Engineering Services</u>	<u>\$20,200.00</u>
4. Fee Plus Allowance (NTE)	\$58,700.00

Total Fee:

1. Domes Mesh Inspection and Repairs	\$258,730.00
2. <u>Glazing Study Task 2 – Proposed Solution Mockup</u>	<u>\$58,700.00</u>
3. Total Fee	\$317,430.00

TERMS

The standard Milwaukee County professional services agreement is being used to define the terms.

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RACIAL EQUITY COMPONENT

The contract includes a targeted business enterprise (TBE) goal of 25%. The approved TBE participation plan will meet the goal.

VIRTUAL MEETING INVITEES

Karl Stave, Principal Civil Engineer, DAS-FM, AE&ES

Julie Bastin, Project Mgr, Sr Architect, DAS-FM, AE&ES

Sarah Toomsen, Planning Manager, Parks

William Banach, Principal Architect, DAS-FM, AE&ES

PREPARED BY

William Banach, Principal Architect, DAS-FM, AE&ES

APPROVED BY

Stuart Carron

Stuart Carron, Director
Facilities Management, DAS-FM Division
Department of Administrative Services

Attachments: Consultant Fee Increase and Scope
Resolution
Fiscal Note

cc: David Crowley, County Executive
Mary Jo Meyers, Chief of Staff, Office of the County Executive
Kelly Bablitch, Chief of Staff, County Board
Janelle M. Jensen, Manager, Legislative Services Division, Office of the County Clerk
Joseph Lamers, Director, Office of Performance, Strategy and Budget, DAS
Vince Masterson, Capital Budget Coordinator, Office of Performance, Strategy and Budget, DAS
Pamela Bryant, Capital Finance Manager, Office of the Comptroller
Justin Rodriguez, Budget and Management Coordinator, Office of the Comptroller
Guy Smith, Director, Department of Parks, Recreation and Culture