



July Board Cycle

Milwaukee County Parks

9480 Watertown Plank Rd.

Wauwatosa, WI 53226

(414) 257-PARK

Date: July 12, 2021

To: Marcelia Nicholson, Chairwoman, County Board of Supervisors

From: Guy Smith, Executive Director, Milwaukee County Parks

Subject: Professional Services Agreement Exceeding \$100,000 with Cardno, Inc. for engineering services, final design and development, and an archaeological assessment in the Little Menomonee River Parkway
(PASSIVE REVIEW)

Issue

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. 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 archaeological assessment of the LMR Corridor.

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, as part of the grant agreement with the Wisconsin Department of Natural Resources. In March 2021, Parks requested a change in scope to the Cardno Agreement to include an archeological assessment and survey of the project area. This change of scope increased the contract by \$34,430, from \$72,352 to \$106,782. This change was approved by passive review by the Finance Committee on March 18, 2021.

Since the approval of Amended Work Scope #1, the Wisconsin Department of Natural Resources (WDNR) has requested that Cardno conduct on-site field checks (visual inspection, photo documentation, etc.) of the Little Menomonee River Sections 2 – 6 consisting of roughly 5.5 miles and encompassing approximately 650 acres. WDNR



determined that on-site field checks are necessary to support the desktop review of archival/literature resources. Due to this request for the additional archaeological effort a change of scope and fee increase of \$6,912.00 is requested.

Recommendation

Parks' Executive Director recommends approval of this change of scope and amended fee with Cardno, Inc., for engineering services, final design and development, and an archeological assessment in the Little Menomonee River Parkway.

Prepared By: Erica Goblet, Contracts Manager, Milwaukee County Parks

Approved By: Guy Smith, Executive Director, Milwaukee County Parks *Guy Smith*

Attachments

- Fiscal Note
- Cardno Agreement
- Cardno Fee Revision #2
- Cardno Scope Amendment 1
- Cardno Amended Work Scope #2

Copy

- David Crowley, County Executive
- Mary Jo Meyers, Chief of Staff, County Executive's Office
- Sheldon Wasserman, Parks, Energy & Environment Chair, Supervisor District 3
- Steven Shea, Parks, Energy & Environment Committee Vice-Chair, Supervisor District 8
- Felesia Martin, Parks, Energy & Environment Committee Member, Supervisor District 7
- Sylvia Ortiz-Velez, Parks, Energy & Environment Committee Member, Supervisor District 12
- Liz Sumner, Parks, Energy & Environment Committee Member, Supervisor District 1
- Kelly Bablitch, Chief of Staff, County Board
- Julie Landry, 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
- Emily Peterson, Research & Policy Analyst, Office of the Comptroller
- Lindsey Peterson, Budget & Management Analyst, DAS-PSB

