

**CITY OF WEST ALLIS  
AMENDED PROCEED ORDER #4**

TO: **AYRES ASSOCIATES, INC.**

DATE: March 8, 2017

PROJECT: Roosevelt Park and Klentz Park  
Amendment landscape design/architectural services

In accordance with Resolution No. R-2017-0047 dated March 7, 2017 and the Agreement for Professional Services dated December 17, 2015 (the "Agreement"), you are directed to proceed with work on the Project as outlined below:


Work: See attached Scope of Services dated February 23, 2017

Estimate: \$ 20,000.00

Schedule: Work to commence immediately. To be completed as part of the Basic Services under the Agreement.

This Proceed Order, including any attachments, is incorporated into the Agreement. All work defined in this Proceed Order and payment therefor shall be performed in accordance with the terms and conditions of the Agreement, unless otherwise modified herein. Any modification(s) of this Proceed Order is subject to approval and acceptance pursuant to the Agreement.


Issued: \_\_\_\_\_

By: 

Title: Executive Director  
Community Development Authority

Date: 3-13-17

Received and Approved:

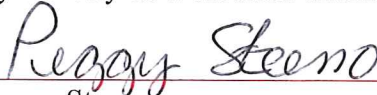
By 

Title: Manager Landscape Architecture

Date: 3/17/17

ATTACHMENTS:  
Scope of Services

COMPTROLLER'S CERTIFICATE  
Countersigned this 14<sup>th</sup> day of March, 2017,  
and I certify that the necessary funds have been  
provided to pay the liability that may be incurred  
by the City of West Allis under this Contract.

  
Peggy Steeno  
Director of Finance Director/Comptroller/Treasurer



February 23, 2017

Kristi Johnson  
Community Development Supervisor  
City of West Allis  
Department of Development  
West Allis, WI

## SCOPE OF SERVICE

Dear Kristi:

On behalf of Ayres Associates, please accept the following as an amendment to the existing project scope/fee. This addition will include work associated with Roosevelt Park and Klentz Park.

Work included at Roosevelt shall include replacement of the playground equipment and pedestrian access network on the eastern side of the property. New play equipment shall provide a range of play opportunity for ages 2-5 and 5-12. Poured in place surfacing is desired if budget allows. Work at Klentz shall include redevelopment of the ball diamond (grading, fencing, and dug out areas, redevelopment of the existing basketball court area, and new ADA pedestrian access to the existing restroom building. We anticipate design and bidding of these projects as one package, however the costs will be separated by site to help facilitate your funding allocations. This example was used at Liberty Heights and Vets Parks.

If the following scope of services does not meet the intention of the project, we will be happy to negotiate any changes in work/fees. Blake will serve as project manager for this project and has a long list of successful park site and related infrastructure design and development examples. Thank you very much for your interest in our team and continuing momentum on this project.

Regards,

Blake Theisen, PLA, ASLA  
Project Manager/Landscape Architect  
Direct: 608.441-3569  
Theisenb@ayresassociates.com

Bruce Morrow  
Group Manager  
608.441.3582  
Morrowb@AyresAssociates.com

Attachment: Scope of Services

- Playground equipment layout
- Landscaping/restoration
- Stormwater management and site grading
- Site construction and amenity details
- Specifications and bid documents (Standard city front end specifications to be used with Ayres special provisions)
- Attend 90% review meeting with city staff (Meeting #3). All review materials will be submitted prior to meeting.
- Prepare final cost estimates for the design development drawings for each park.
- Facilitate pre-construction meeting (Meeting #4)
- Communicate on a regular basis (bi-weekly minimum) with city staff via conference call and/or email.

**Deliverables for Task III:**

- Ten (10) 11x17 Final construction plan sets
- Ten (10) 8.5x 11 Final specifications and bid documents

**Assumptions**

Existing basemap information will be provided by the city in digital format (CAD/GIS) or a survey could be completed by Ayres as an additional service. All existing utility information and prior planning studies for the site to be provided by the city to Ayres.

**Anticipated Fees**

In consideration of the preceding scope of services, our proposed fees are as follows:

Roosevelt Park	\$ 10,796
Klentz Park	\$ 8,816