



January 15, 2018

Mr. Peter Daniels
City Engineer
City of West Allis
7525 Greenfield Ave.
West Allis, WI 53214

**RE: SITE SELECTION, FACILITY PROGRAMING, & TIME MANAGEMENT STUDY
Amendment Two – City Hall & DPW Additional Planning Services**

Dear Peter,

In following with our current Agreement for planning services, Barrientos Design is pleased to present this Amendment Two to our base contract for additional City Hall and DPW facility planning work.

Based on our current Agreement and Amendment One, the following tasks have been added to our scope:

1. To date we have reviewed 15 parcels for the DPW facility and additional five sites for the City Hall location, for a total of 20 sites reviewed. Our original contract listed 12 total and we have now reviewed an additional 8 sites. Each of these has involved collecting parcel data off the GIS system, formatting into plan graphics and assessing their merits.
2. The Morgan Yard and the Reservoir site are now being included in site program for sizing an optimal DPW Yard. This has increased the acreage, functions to be housed and impacted the site criteria selection process. Moreover, we are now reviewing the McGeogh site for reuse as the City Drop-off dump site.
3. For analyzing the optimal City location, we have reviewed and documented service routes for each Department. This includes reviewing each service Departments routes and services areas and then determining travel distances to each candidate site.
4. The City Hall site selection scope in Amendment One involved a combined City Hall/DPW site search along with a consolidated yard and building layout. These two have now been split into separate site and building designs.
5. Two Council workshops will be prepared for along with graphic diagrams, where one was allotted for in the base contract. For each workshop, we have prepared graphics, analysis, summary slides and conducted planning meetings with City staff.
6. The original contract schedule was for four months and we are extending this an additional month. We anticipate additional review meeting with City staff to review these additional DPW sites, the City Hall sites, updated report documents and a final review.

SCHEDULE

Barrientos Design will provide this work over one additional month over the original scope.

COMPENSATION



Barrientos Design will provide this Amendment One work for a lump-sum fee of \$12,485

Our revised fee will be as follows:

Current Amended Fee:	\$60,588
Amendment Two Fee:	\$12,485
Total fee:	\$73,073

Reimbursables will include printing and government application fees.

We look forward to integrating the City Hall functions into this programming and site selection effort.

Sincerely,

BARRIENTOS DESIGN & CONSULTING, INC.

A handwritten signature in black ink that reads 'Norman Barrientos'. The signature is written in a cursive style and is placed over a light grey rectangular background.

Norman Barrientos, AIA, LEED AP
President

ACCEPTED

CITY OF WEST ALLIS

Peter Daniels, City Engineer

Date