



September 30, 2024

Mr. Jeff Hernke  
Project Engineer  
Waukesha Public Works Department  
201 Delafield Street  
Waukesha, WI 53188

**RE: CITY GARAGE FACILITY STUDY PHASE III  
Purchase Order Number: 00230278  
Amendment One – Phased Conceptual Planning and Analysis**

Dear Jeff,

In following with our current Purchase Order for developing a Space Needs Study of the current City Garage, Barrientos Design & Consulting is pleased to present this proposal for Amendment Three – Phased Conceptual Planning and Analysis.

In the initial City Garage study conducted by Barrientos Design, a space needs program was developed that recommended increases in most of the building and yard functions. The concept expansion plans, however, indicated that the existing site parameters were insufficient to house all the City's fleet and field operations.

In Phase II Barrientos looked at the potential purchase of a site and building for sale located at 111 Sentry Rd and provided a reuse assessment. Additionally, a sludge drying building owned by the City Wastewater Management was analyzed for potential future use. The study concluded that the site and building at 111 Sentry Dr was not designed for the size of the City's vehicles and operational needs and was recommended if the City was to purchase the site to demolish the current building and build new. Secondly, the sludge drying building has the potential for a future cold storage that could be used by the DPW.

Now in this Phase III effort, the City wishes to explore two separate options on their existing site 300 Sentry Dr, and a potential new site with a size of 16.8 acres owned by the School District located off Merrill Hills Road. Both options need to be scheduled and phased to potentially begin in 2030 and have phased construction over 3-5 years. Additionally, both options will take into consideration the need to have current DPW operations remain functional throughout the construction process.

The City currently uses the decommissioned incinerator at 900 Sentry Dr for Fire Department training. The building will be included in the FCA at a high level and the space needs for the training facility will be included in a new site and building plan.

Additionally, the City wishes to have a more in-depth breakdown of the previously done facility conditions assessment (FCA). The primary objective is to assist in defining a capital improvement plan for ongoing maintenance and strategic facility planning for the next 5 years. A detailed facility condition assessment report services to support space planning initiatives for the City of Waukesha DPW facility at 300 Sentry Dr. Additionally, a high-level Facility condition overview of the 900 Sentry facility with maintenance recommendation to maintain it as cold storage and in addition, the cost to demolish the facility completely.

This process will develop the current deferred maintenance needs for the facilities, develop a new long-term facility maintenance plan and provide prioritization of the current needs for the facility. The assessment will be provided on a digital platform enabling the City to keep the information on work completed, updated, refreshed and live. The final deliverable will help the staff understand the status of the facilities, prioritize immediate needs, and provide a long-term facility maintenance plan. This proposal is an “All In” cost that includes support to update or refresh information ongoing and as required.

Overall, the goal of this study is to create a masterplan and schedule for a financial plan moving forward so the City can properly allocate future money and achieve an optimal facility.

Specific tasks and deliverables will be as follows.

## **SCOPE**

### **TASK 1 – 5 YEAR MAINTENANCE PLAN**

1. Review previous facility conditions assessment.
2. Review existing drawings of the original building and recent renovations.
3. Gather data on past renovation work and costs over the past ten years.
4. Identify the facilities’ major hindrances in executing daily functions.
5. Prioritize and phase renovation work over a five-year schedule
6. Develop a cost estimate of renovation items for the next 5 years.
7. Identify areas that would most benefit from continued renovation and use, and then areas that would be good candidates for demolition.
8. Summarize and present data in a booklet form.

### **TASK 2 – CONCEPTUAL EXPANSION PLANS**

1. Create site base plan indicating all the parcels’ property lines, general topography, existing structures, roadway layout, existing drainage areas, zoning and land use designation, and above ground utility structures
2. Create up to two conceptual expansion building and site plans. Building plans will be diagrammatic showing major room functions and parking stall layouts.

- Site plans will show building footprints, paved areas, curb-cuts, yard facilities and potential detention areas.
3. The conceptual expansion plans will range in scope along these lines:
    - a. Additions to the Main Garage
    - b. Limited demolition to the Main Garage with new construction additions
    - c. Utilizing portions of the sludge drying building for cold storage
  4. Provide a short narrative on expansion alternatives noting their key development features.
  5. Examine the existing structure of the apparatus bay with the Spancrete roof regarding expanding that section of the garage.
  6. Identify benefits and shortfalls for each of the expansion options including: number of trucks parked in the Heated Parking, number parked in Cold Storage, square footage obtained versus Optimal Program size, traffic flow and circulation allowances, and area for the Yard functions.
  7. Review the site and building plans with City staff as to how they meet their operational needs and update the concept plans.
  8. Develop cost estimates for the development of each option. Further breakout costs by construction phase.
  9. Develop a project schedule that clearly lays out phases and construction costs.
  10. Summarize concept plans and recommend one for City consideration.
  11. Meet with City staff for updates and progress reports, up to three meetings
  12. Present findings to the City in a report format along with one technical presentation.

## **SCHEDULE**

Barrientos Design will provide our work and conduct City meetings within this timeline:

TASK 1 – 5 YEAR MAINTENANCE PLAN	four weeks
TASK 2 - CONCEPTUAL EXPANSION PLANS	10 weeks
Project Total Time	14 weeks (3.5 months)

## **FEE**

Barrientos Design proposes a lump-sum fee of \$54,253 to provide the above work. Travel to the site and any reproductions for City use will be charged as a reimbursable.

With our current fee of \$60,314, Amendment One increases our fee to \$114,567.

We look forward to completing this next task of the City Garage facility study.

Sincerely,



BARRIENTOS DESIGN & CONSULTING, INC.

A handwritten signature in black ink that reads 'Norman Barrientos'. The signature is fluid and cursive, with a long horizontal stroke extending from the end of the name.

Norman Barrientos, AIA, LEED AP  
President