

**CITY OF WAUKESHA****Administration**

201 Delafield Street, Waukesha, WI 53188
Tel: 262.524.3701 fax: 262.524.3899
www.waukesha-wi.gov

Committee: Board of Public Works	Date: 4/18/2019
Common Council Item Number: ID #19-0525	Date: 5/7/19
Submitted By: Fred Abadi, Director of Public Works	City Administrator Approval: Kevin Lahner, City Administrator
Finance Department Review: Rich Abbott, Finance Director RA	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on the Contract Amendment No. 2 with BWBR for furniture selection, layout and coordination with City selected vendor.	

Details:

The Architect will provide assistance for the furniture selection and procurement process. BWBR will have an initial kick off meeting with the City and the Vendor to communicate the building and general furniture design intent and will supply the latest updated drawings in AutoCAD. Communicate through the final design to assure the final furniture design is coordinated with the plan. For example, the electrical/data layout matches the office layout. The fee for this effort will not exceed \$13,000. The contract with BWBR included an, if authorized, amount of \$88,000 to complete the furniture design, which has been reduced to \$13,000 by utilizing the State Contract with BSI, Inc. The current Contract with BWBR is in the amount of \$1,318,797.00 and the Finance Committee approved a not to exceed contract of \$1,500,000 on September 18, 2018.

Options & Alternatives:

The City could contract alone with BSI, with no involvement with the Architect, but this could risk the final designs not being coordinated.

Financial Remarks:

This is a previously approved 2019 CIP expense. The contract with BWBR included an if authorized amount of \$88,000.00 to complete the furniture design. With hiring BSI to design and supply the furniture, the scope of services is being reduced for a total cost of \$13,000.00.

Original Contract: \$1,174,100.00

Amendment No. 1: \$ 144,697.00 (Account: 1815.68220)

Amendment No. 2: \$ 13,000.00

New Total Design Amount: \$1,331,797.00

Executive Recommendation:

Recommend approval of contract Amendment No. 2 with BWBR for furniture coordination with the City selected vendor.

