



May 31, 2017

Rebecca J. Rabatin  
ADA Coordinator  
Department of Administration Budget and Management Division  
City of Milwaukee  
200 East Wells Street, Room 60d  
Milwaukee, Wisconsin 53202

Re: Accessibility Consulting for City of Milwaukee

Dear Becky;

Thanks for your cooperation in providing support and information for this project. We are near completion of the first year of surveys and reports and with better weather we will have several teams in the field to complete necessary evaluations. We must acknowledge the value of your insights and assistance to this process.

As discussed recently LCM has been asked to provide additional services associated with our role as the Independent Licensed Architect for the City's Settlement Agreement with the Department of Justice. We must request an increase in the fee for this year based on modifications to the scope of work outlined in our proposal and fee estimate. We have documented some of the issues and understand that there may be additional scope added to respond to technical questions about modifications required to various facilities or to curb ramps and walkways.

As a basic issue, the evaluations and reports outlined in the Request for Proposal for the City of Milwaukee have changed in nature and the number of locations has increased for some facility or space types. The types of modifications are outlined below. The additional services have to do with time we have already expended or will spend to respond to technical questions. This was anticipated at the outset but not included in the fee at the City's request. However, it has been necessary to review specific technical problems for various facilities, spaces or curb ramps and walkways to advise about modifications planned to meet accessibility standards.



Following is a list of items that increased LCM's field evaluation and report time, administrative involvement and requested technical consulting services:

- The overall number of sites to be evaluated has increased as more municipal facilities, parking areas and parks were identified;
- Administrative services have increased as we have assisted the City in determining the actual list of sites that must be evaluated. The number of sites for some location types increased and other decreased resulting in a greater number of locations and many revisions to lists that were included in the original RFP;
- We have worked with the ADA Coordinator and the Department of Justice to clarify parking questions and unanticipated conditions at Polling locations;
- LCM's team members have spent time calling representatives at most locations to schedule site visits and we have had to return to various sites when it was determined that activities such as, student dismissal or activities at a location prevented our surveyor from proceeding;
- LCM has spent time mapping and examining routes where road work was completed to determine where curb ramps have been modified. The Department of Transportation was unable to provide exact locations so we have worked to develop usable lists. (Note, we have agreed to evaluate 100 curb ramps, as planned in our initial proposal; however it is possible that more will need to be seen in each calendar year. The added number of curb ramps would require a separate request for a fee modification.)
- We have worked with the ADA Coordinator and other municipal staff to determine standards for compliance and to verify DOJ agreement with modifications, tolerances and use of guidelines when no ADA standard provide required information – for example, curb ramps required substantial research and meetings with staff to verify the standards used;
- Field and report time increased at planned locations due to field conditions and clarifications required with the Department of Justice about regulations.



- Finally, all of the modifications and questions have required many more hours of administrative time. We have spent many hours working with the ADA Coordinator to define the work, modify schedules and lists of sites, to clarify accessibility issues and standards.

We have calculated the following additional costs for the services outlined above:

Polling Surveys and Reports	\$ 25,000.00
Municipal Facilities	\$ 25,000.00
Curb Ramps	\$ TBD
Curb Ramp technical assistance	\$ 5,000.00
Technical Support	\$ 5,000.00
Administration and Quality Control	<u>\$ 15,000.00</u>
ESTIMATED TOTAL	\$ 75,000.00

LCM respectfully requests your approval of the additional services and projected fees. Please do not hesitate to contact me if you have any questions.

Sincerely

A handwritten signature in black ink, appearing to read "Gigi McCabe-Miele". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Gigi McCabe-Miele, AIA  
Senior Project Manager

Cc: John H. Catlin, FAIA  
Principal