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Carrie Portz, Director  
Dodgeville Public Library  
139 South Iowa Street  
Dodgeville, WI 53533

Common Council  
City of Dodgeville  
100 East Fountain Street  
Dodgeville, WI 53533

Dodgeville Public Library Board  
Dodgeville Public Library  
139 South Iowa Street  
Dodgeville, WI 53533

Re: Dodgeville Public Library Addition and Renovation  
HGA A/E Services Proposal | HGA Commission Number: 3757-004-00

Dear Carrie, Library Board Members and City Common Council Members:

Congratulations on securing the State grant and finalizing approvals and the remaining funds to move forward with the Library Addition and Renovation. What an amazing feat! HGA is so pleased to have been working with you since 2014 to advance this project; we are absolutely thrilled to submit our proposal to join you on the last leg of the journey – finalizing the design and building the library! This proposal will outline the Scope of Basic A/E Services, Project Schedule, Deliverables, and our proposed fee for the work.

### **Project Description and Scope**

This project will provide design, documentation, and construction administration for the renovation of about 13,400 SF and the addition of approximately 7,000 SF to the existing Dodgeville Public Library at 139 South Iowa Street and Dodgeville City Hall building located at 100 East Fountain Street in Dodgeville, Wisconsin. The Library and City Hall currently share the existing building with City Hall on the lower level and the Library on the upper level. The proposed plan is for City Hall to relocate to the Armory Building and the Public Library will occupy the entire existing building and then add an addition which will feature a community center with library space and with the goal of relocating the parking area and adding a vehicle book drop-off.

### **Scope of Basic Services and Expected Deliverables**

HGA will provide architectural, interiors, structural, mechanical, electrical, and plumbing services. We have also included separate costs for the civil, technology and furniture design services. The following are basic services:

## 1. Schematic Design (SD) Services

- HGA will participate in the following:
  - Participation in and documentation of the Project Kick-Off Meeting
  - Participation in a Site Visit to review and verify existing conditions of the building and systems.
  - Participation in and documentation of up to three (3) additional SD meetings to review development of work and review scope. Meetings will be a blend of in-person and Zoom Video Conferencing.
  - Project Code Review
  - SD Cost Estimate
  - Project Schedule
  - SD Documents Set to Core Team
  
- Deliverables:
  - Meeting Agendas and Meeting Minutes
  - Program Verification
  - Design Options
  - SD Concept Plans that align with program, your grant submission, and address the issues that have or could have impacts to the budget.  
Documents to include:
    - Floor Plans with dimensions
    - Initial shelving and furniture layout plan
  - Code Study
  - Site Plan
  - SD Level Architectural, Structural, Mechanical, Electrical, and Plumbing specification narratives
  - Initial High-Level Cost Estimate at SD completion
  - The SD documents will be bundled into a SD Review Set for your Building Committee Review (electronic PDF sets). Comments on SD Set to be reviewed as part of a subsequent Building Committee design meeting and comments will be address as the work advances with the next phase.

## 2. Design Development (DD) Services

- HGA will participate in the following:
  - Participation in and documentation of up to three (3) DD Design meetings to advance development of work and review progress. Meetings will be in-person or via Zoom Video Conferencing.
  
- Deliverables:
  - Meeting Agendas and Meeting Minutes
  - Advancement of DD Concept Plans that align with program, your grant submission and address the issues that have or could have impacts to the budget. Advancement of Documents with additional information to include:
    - Floor Plans with dimensions
    - Wall Sections

- Initial architectural details
- Building interior elevations
- Reflected Ceiling Plan
- Updated Exterior / Interior Renderings (two (2) exterior / two (2) interior)
- DD Level Mechanical, Electrical, and Plumbing drawings
- o Site Plan
- o Advanced Specification narratives including the Architectural, Interiors, Mechanical, Electrical, Technology and Plumbing Narratives
- o Updated Cost Estimate at Design Development (DD) completion
- o DD Review Set. A/E to incorporate responses to comments into the CD Set
- o Coordination with the City on storm water and infrastructure requirements
- o Coordination with the Historic Preservation Commission for required reviews

### 3. Construction Documentation

- HGA will participate in the following:
  - o Participation in and documentation of all Project Meetings
    - o Participation in and documentation of up to four (4) Construction Documentation meetings to review development of plans. Meetings will be in-person or via Zoom Video Conferencing.
    - o Participation in the Library Community Engagement / Town Hall Meeting
    - o CD Documents Review Set
- Deliverables:
  - o Construction Documents including the following:
    - o Submission to City and State of WI for Plan Review
    - o Submission to the Historic Preservation Commission for required reviews
    - o Construction Documents including the following:
      - Floor Plan with dimensions of work area
      - Interior wall elevations of work area
      - Furniture layout plan
      - Interior Finishes Plan
      - Reflected Ceiling Plan for work area
      - Construction Details
      - Life Safety Plan
      - Construction Logistics Plan
      - MEP Construction Documents
      - Full Architectural / Structural/ Civil / MEP Specifications
      - 95% Construction Document Set Cost Estimate
  - o All documents will be bundled into a Final 95% Review Set (electronic pdfs). Following the Review, HGA will address all comments and update the documents accordingly. HGA will produce a ready for bid Final Construction Documents Set.

- Submittal of CD Set for State Plan Review (the cost of the Plan Review fee is NOT included as part of this proposal and are anticipated to be reimbursable costs).

#### 4. Bidding

- HGA will participate in the following:
  - Coordination with and providing all Bidding Document material to the City of Dodgeville for posting on their website
  - Lead and provide documentation of the Project Pre-Bid Meeting
  - Review of any questions and product substitution requests during bidding
  - Preparation of any required Addendum

#### 5. Construction Administration/ Closeout

- HGA will participate in the following:
  - Schedule/Attend Pre-Construction Meeting and document (minutes)
  - Attend Construction Progress Meetings every two (2) weeks during active construction and document and distribute meeting minutes. *Note:* during periods of less active construction, HGA will attend meetings virtually; HGA will attend approximately 50% of the Construction Site Visits (HGA will attend a minimum of one (1) Site Visit per month).
  - Prepare Site Visit Reports for on-site visits
  - Review of Shop Drawings
  - Respond to RFIs, review Submittals, and prepare required Construction Bulletins, Construction Change Directives (CCD), Change Orders, and Field Observations
  - Review, approve and submit Contractor Applications for Payment
  - Participate in an Initial on-site Punchlist Meeting
  - Prepare/Issue Record Documents including field updates from contractor; HGA will provide electronic PDFs
  - Review Contractor submitted O+Ms and issue final O+M Manuals

#### Project Budget

The Dodgeville Public Library has established a total Project Budget of \$8.95 million dollars. This Total Project Budget is made up of the following components:

Project Budget Components:	Amount:
State Grant	\$4,250,000
Library Foundation	\$1,000,000
City of Dodgeville	\$3,700,000
<b>Total Dodgeville Public Library Project Budget</b>	<b>\$8,950,000</b>

### Total HGA Fees

HGA is an integrated architectural and engineering firm. The project schedule will need to be compressed to meet the grant required start of construction by the end of June 2025. To make the design as efficient as possible and to streamline coordination between the project disciplines, we are proposing that HGA provide the architectural, interiors, structural, mechanical, electrical, lighting design, plumbing, and fire protection engineering. This will allow work to begin right away and maximizes the efficiency of a team that has worked together on many library projects and sits together in the same office. The project will be a traditional design / Bid / Build process and the design is anticipated to move through the typical schematic design, design development and construction documents phases. The proposed cost per phase is noted below. The Civil Engineering, Landscape Design, Technology (IT/AV) Engineering and Furniture Design Services are proposed as optional services for your consideration – see those scope descriptions and optional additional fees below.

### Fees by Project Phases

Project Phases:	Fee Amount:
Schematic Design (15%)	\$93,975
Design Development (22%)	\$137,830
Construction Documents (35%)	\$219,275
Bidding (3%)	\$18,795
Construction Administration (25%)	\$156,625
<b>Total HGA Basic Fees</b>	<b>\$626,500</b>

Expenses such as travel, meals, mileage, printing for meetings or presentations, printing of review sets are in addition to the fees above. They will be billed as a direct expense with no mark-up. In addition, the required City and State Plan Review Fees will be a reimbursable expense.

### A/E Fees for Optional Additional Services

The following additional services are listed with a proposed fee for your consideration:

#### Civil Engineering (Proposed Fee at \$49,750)

HGA Civil Engineer would provide site demolition plans, grading plans, parking and site plans, storm water analysis, calculations and design, site utilities, parking lot lighting and site plaza design, as well as all construction details. The civil engineer would work through the SD, DD and CD packages providing a review and pricing set at each phase. The civil engineer will meet with Dodgeville Public Works to coordinate with the City requirements and will provide Construction Administration Services during the construction phase.

#### Landscape Architecture (Proposed Fee at \$12,750)

HGA Landscape Architects will work with the Architectural and Civil team to provide a landscape documentation on the plaza, parking lot and along the green areas proposed along Iowa and Fountain Streets. The landscape architect would work through the SD, DD and CD packages providing a review and pricing set at each phase. The landscape architect will meet with Dodgeville Public Works to coordinate with the City requirements and will provide Construction Administration Services during the construction phase.

## Technology (IT/AV) Engineering

(Proposed Fee at \$39,500)

HGA Technology Engineers will work with the library team to develop a technology design that address the needs of the new library including the in the community center, new business center and telehealth rooms. HGA will provide the engineering and documentation of the following:

### Structured Cabling System

- Design and specification of data cabling serving the areas of renovation and new construction expansion, terminating in an existing Telecommunication Room.
- It is assumed that there is adequate space for the new cabling to terminate within existing equipment racks located in the existing Telecommunication Room.

### Electronic Security Systems

- Video Surveillance systems including expanding the organization's existing video management system, adding new cameras and cabling to monitor adjust monitoring within the renovated areas and in the new construction expansion areas. It is assumed that the new parking lot areas will be monitored via cameras mounted to the building.
- Electronic Access Control design and specification.

### Audiovisual System (AV)

- Design and specification of audiovisual systems serving the Community and Children's Program Room, Study/Collaboration Rooms, Conference Room, Business Center and Telehealth Conference Rooms and digital signage locations throughout the new and existing spaces.
- Design and specification of an overhead paging system, expanding the existing Library's existing system.

The Technologies Design will produce a specification narrative for the SD Set and Specifications and Drawings as the architectural floor plans advance through the DD and CD phases. The Technologies Team will review shop drawings and respond to RFI's during the Construction Administration Phase.

### Furniture Design Options

HGA is proposing three options or tiers to provide the shelving and furniture selections for the Dodgeville Library. Each tier involves more of the components of the shelving and furniture design and selection. The first tier begins with an inventory of the existing shelving and furniture in the building and the creation of a conceptual shelving and furniture plan. The additional tiers then advance that work to provide consultation with a dealer who would provide the selections. To the third tier where HGA would work with you to inventory your existing shelving and furniture and then work with your team on the selection /procurement of new shelving and furniture – including specifications that detail the

selections with their finishes and fabrics and includes bidding and punch list services. This proposal includes three “tiers” of possible furniture/shelving involvement. Only one tier is to be selected. Also see attached furniture proposal which provides more information and details on the tiers for advancing a furniture design.

Tier 1 – Existing Inventory & Concept Furniture Plan Only (Fee \$10,500)

- HGA only works thru completing a conceptual floor plan with a determination of which existing shelving and furniture will be reused vs. new.

Tier 2 – Existing Inventory, Concept Plan, & Guidance w/ Vendors (Fee \$29,750)

- Best used if working directly with dealerships (no bidding) or with a second party for selections/specifications.

Tier 3 – Existing Inventory, Concept Plan, Specification & Bidding (Fee \$59,500)

- HGA carries all the way thru selections, specifications, bidding & punchlist.

Again, only one tier or option is to be selected. See attached Exhibit D for full furniture proposal.

### Schedule

The following Schedule identifies high-level design and construction milestones:

Proposed Event/Plan:	Proposed Schedule:
Project Kick-Off	October 24, 2024
Schematic Design	October 21 – December 6, 2024
Design Development	December 9, 2024 – January 24, 2025
Construction Documents	January 27, 2025 – March 21, 2025
Bid Posting	March 27, 2025
Bid Opening	May 8, 2025
Start Construction	June 9, 2025
Substantial Completion	September 1, 2025

**A/E Firm and Team Contact Information**

HGA Inc.  
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 Milwaukee, Wisconsin 53202

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HGA Team:	Role:	Email:
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Keli Rice	Technology Engineer	<a href="mailto:krice@hga.com">krice@hga.com</a>
Joe Tarlizzo	Cost Estimator	<a href="mailto:jtarlizzo@hga.com">jtarlizzo@hga.com</a>

**Project Workplan**

See attached Project Work Plan (Exhibit C).

**Assumptions**

HGA has made the following assumptions in preparation of this proposal:

- HGA understands **Exhibit A, B and C** represent the basis of design for the scope of work.
  - Exhibit A: Kick-off Meeting 2024-10-24) Presentation PDF
  - Exhibit B: Conceptual Cost Estimate
  - Exhibit C: Project Work Plan
- HGA understands that the existing drawings provided by the City of Dodgeville are adequate to use as backgrounds for this scope of work, HGA has not included as-built documentation of the existing building in our scope of work. Should it be determined that the existing drawings and system information are inadequate to produce the scope / deliverables indicated in this proposal, HGA will evaluate the effort associated w/ documenting the existing conditions and provide a fee to perform the service.
- HGA has not included any abatement or environmental assessments in our scope.
- HGA can provide the following additional services (if requested):
  - Photo-realistic Renderings of Space (per view) \$2,500
  - Additional Requested Site Visit / Meeting (for 1 person) \$ 995



We very much look forward to continuing our work with you and finishing the renovation and building addition for the Dodgeville Public Library. If this Proposal meets your needs, HGA will prepare a formal contract for review and signature. Please let me know if there are any questions about this proposal.

Sincerely,



Kevin Allebach, Principal

Cc: Summer Stetzik

Attachments:

- Exhibit A: Conceptual Drawing Package from Kick-off Meeting
- Exhibit B: Conceptual Cost Estimate
- Exhibit C: Project Work Plan
- Exhibit D: Furniture Design Options Proposal



HGA

# Dodgeville Public Library

PROJECT KICK-OFF!!!!!!!!!!!!!!!!!!!!!!

October 24, 2024



# Project Goals

# Dodgeville Public Library Project Goals

- **Establish a clear Library identity for the building**
- **Create a welcoming presence & “heart of the community”**
- **Respect historic district while improving street presence & transparency**
- **Expand program opportunities**
- **Improve accessibility, security and wireless access**
- **Improve Staff spaces (efficiency)**
- **Unite the library (have it feel like one space)**
- **Incorporate art into the design**



# Plan + Building Studies

# Project Metrics

Existing Building Square Footage = 13,370 SF  
Library Addition (New SF)= 7,200 SF  
Total New + Renovation = 20,570 SF

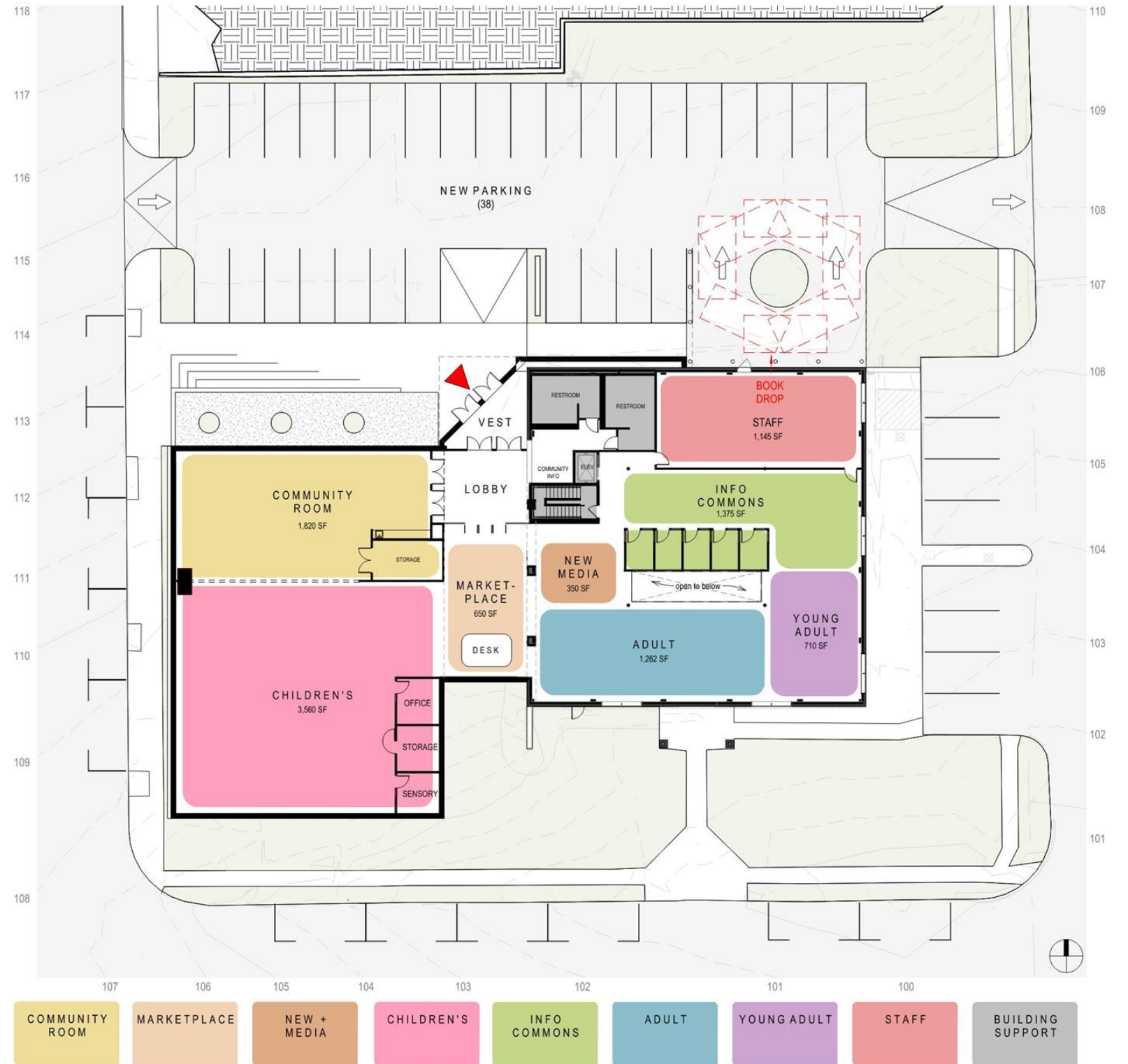
Existing Parking Spaces = 22 Library + 8 (Union Street) = 30 Total  
Proposed Parking Spaces = 30 + 8 (Union Street) = 38 Total

NOTE: Parking Counts do not include street parking

# Main Level Plan

- Community Room (1,820 SF)
- Children's Area (3,560 SF)
- Adult Area (1,262 SF)
- Young Adult (710 SF)
- Info Commons (1,375 SF)
- Staff Area (1,145 SF)
- Restrooms
- Drive-Up Book Drop-off /Pick-up
- Direct Entry from Parking Area
- Adjacent Outdoor Sitting Area
- Stair connects to Adults Below

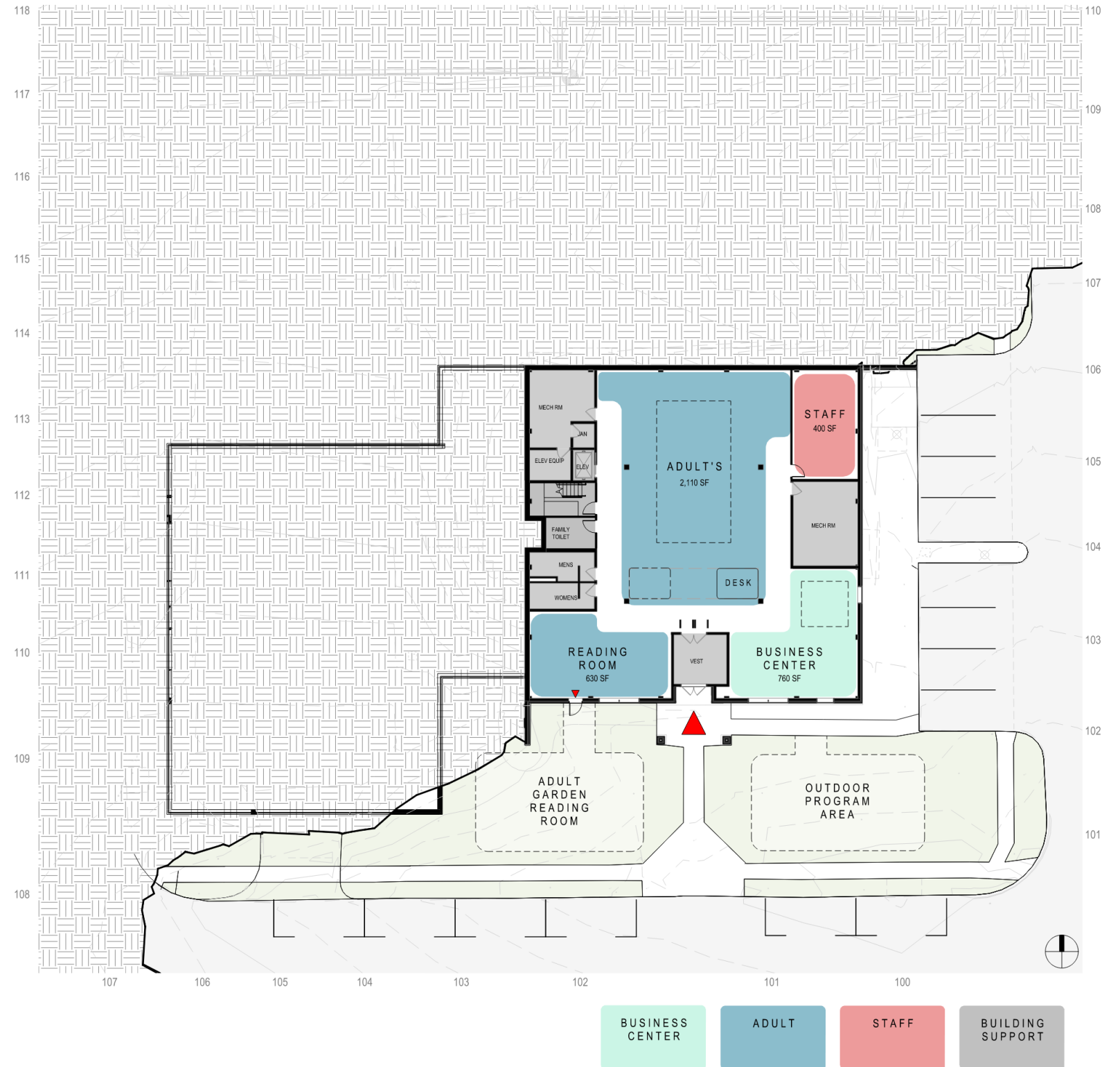
This Level: 7,200 New SF  
6,695 Existing Renovated SF  
 13,895 Total SF



# Lower Level Plan

- Adult Stacks & Gathering (2,110 SF)
- Reading Room (630 SF)
- Business Center (760 SF)
- Staff Area (400 SF)
- Family, Women's + Men's Room
- Mechanical Rooms
- Direct Lower-Level Entry
- Adjacent Outdoor Program Area
- Stair connects to Main Level

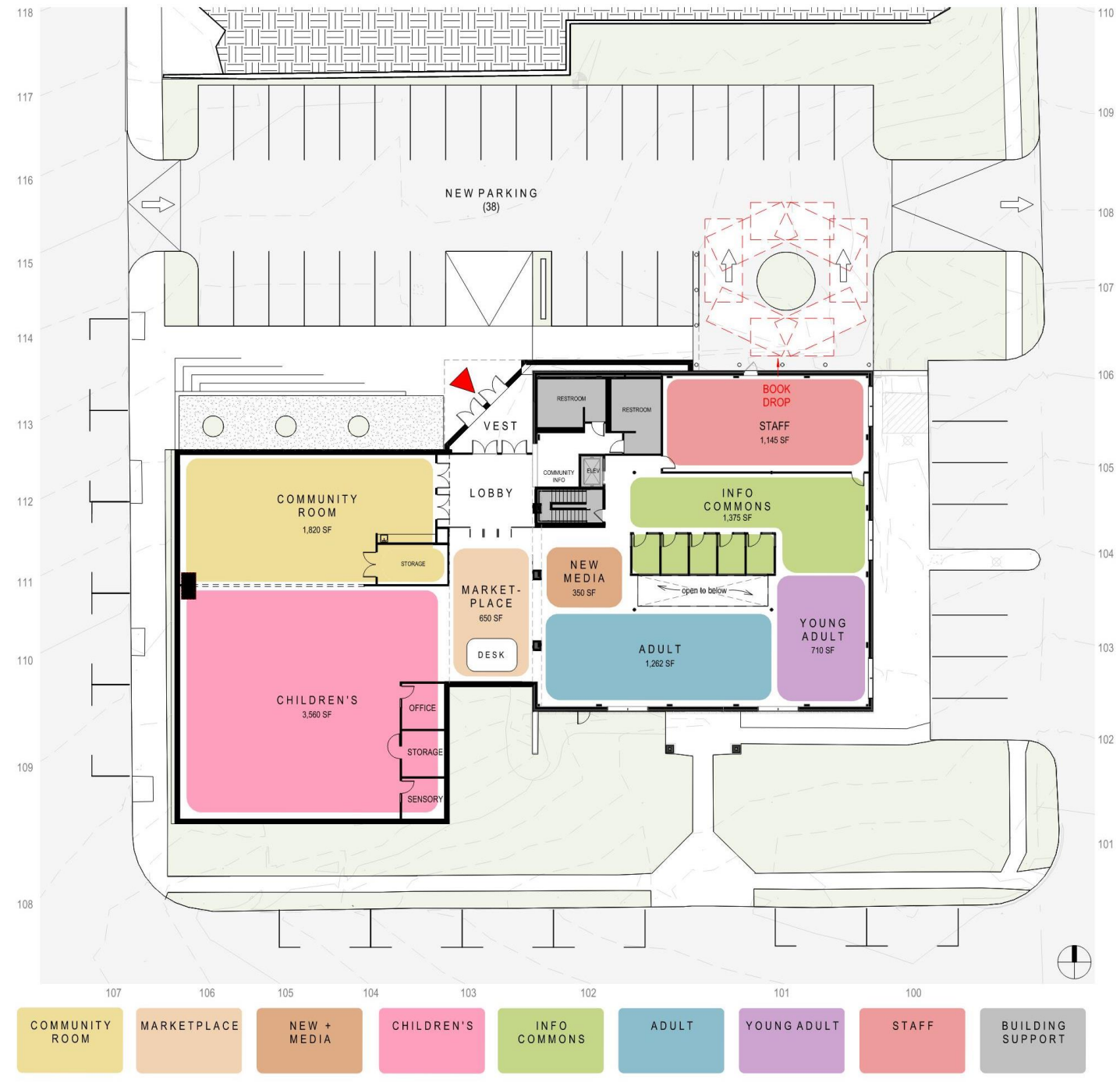
Note: This is all renovated existing space (6,675 SF), No new SF this Level







1 STUDY C.3 - LOWER LEVEL  
1/16" = 1'-0"



2 STUDY C.3 - UPPER LEVEL  
1/16" = 1'-0"



Aerial View of Main Entry



View looking toward Main Entry + Library addition from Iowa Street



Elevation along Iowa Street



Lower Level Entry along Fountain Street



# Cost Model Review

## Cost Model Metrics

High-Level Cost Estimate based on \$/sf

Includes some assumptions and allowances

Includes a Design Contingency of 10% @ \$614,000

Includes a Construction Contingency of 3% @\$200,000

Escalation to Q4 – 2024 at 3% = \$207,000

Project Soft Costs of 25% @ \$1,790,000

- A/E Fees
- Furniture, Fixtures + Equipment (FF+E)
- Technology / AV
- Testing and Inspections
- Permits (State + Local)
- Commissioning(?)

# Cost Model: May 2024

<b>SUBTOTAL CONSTRUCTION COST</b>		<b>\$524/sf</b>	<b>\$3,770,736</b>	<b>\$177/sf</b>	<b>\$2,365,585</b>
<i>Design Contingency</i>	<i>10.00%</i>		<i>\$377,074</i>		<i>\$236,559</i>
<i>Construction Contingency</i>	<i>3.00%</i>		<i>\$124,434</i>		<i>\$78,064</i>
<b>TOTAL CONSTRUCTION COST (Q2-2024)</b>		<b>\$593/sf</b>	<b>\$4,272,244</b>	<b>\$200/sf</b>	<b>\$2,680,208</b>
<i>Escalation (to Q4-2024)</i>	<i>3.00%</i>		<i>\$128,167</i>		<i>\$80,406</i>
<b>TOTAL CONSTRUCTION COST (Q4-2024)</b>		<b>\$611/sf</b>	<b>\$4,400,411</b>	<b>\$206/sf</b>	<b>\$2,760,614</b>
<i>Project Soft Costs</i>	<i>25.00%</i>		<i>\$1,100,103</i>		<i>\$690,154</i>
<i>(A&amp;E Fees, FF&amp;E, Technology / AV, Testing &amp; Inspections, Permits, Commissioning, etc.)</i>					
<b>TOTAL PROJECT COST (Q4-2024)</b>		<b>\$764/sf</b>	<b>\$5,500,000</b>	<b>\$258/sf</b>	<b>\$3,450,000</b>
<b>\$8,950,000</b>					



		STUDY C.1 / C.2		RENOVATION	
		7,200 GSF		13,370 GSF	
<b>Sitework</b>			\$78/sf	\$562,372	
Site controls, prep, misc demo		35,000	\$1.16/sf	\$40,600	
Surfacing demo/removal		11,500	\$2.90/sf	\$33,350	
Cut & fill, grading		2,000	\$34.80/sf	\$69,600	
Parking		14,500	\$5.80/sf	\$84,100	
Pedestrian paving, walk		2,200	\$11.60/sf	\$25,520	
Ret walls, rail		60	\$522.00/sf	\$31,320	
North entry stair/patio		1,600	\$63.80/sf	\$102,080	
Utility connections/modifications		500	\$116.00/sf	\$58,000	
Landscaping		16,700	\$4.06/sf	\$67,802	
Site amenities, furnishings, lighting, signage		allowance		\$50,000	
<b>Structure</b>			\$85/sf	\$613,872	\$13/sf
Typical spread footings, SOG		7,200	\$20.88/sf	\$150,336	
Retaining wall footings		210	\$696.00/sf	\$146,160	
Structural framing		7,200	\$44.08/sf	\$317,376	
Remove atrium area floor/stair					600
Misc tie-in, reno str supt					allowance
<b>Enclosure</b>			\$138/sf	\$995,562	\$26/sf
Exterior wall construction - studs/wp/vb/insul		7,470	\$18.56/sf	\$138,643	
Glazing system		2,200	\$104.40/sf	\$229,680	
Brick cladding & base		4,270	\$41.76/sf	\$178,315	
Metal panel cladding/detailing		1,000	\$52.20/sf	\$52,200	
Exterior entries		4	\$7540.00/sf	\$30,160	
Entry canopy construction		300	\$203.00/sf	\$60,900	
Roof edge/overhang		310	\$232.00/sf	\$71,920	
Exterior features		allowance		\$50,000	
Roofing system		7,200	\$25.52/sf	\$183,744	
Exterior wall demo/tie-in					2,000
Existing enclosure mods - windows					800
<b>Interior</b>			\$70/sf	\$501,120	\$62/sf
Interior fit & finishes		7,200	\$69.60/sf	\$501,120	13,370
Vertical circulation				reuse existing	allowance
<b>Mechanical</b>			\$72/sf	\$517,824	\$34/sf
Rooftop units, VAV, reuse & upgrade of existing		7,200	\$55.68/sf	\$400,896	13,370
New FP service & system complete		7,200	\$4.64/sf	\$33,408	13,370
New plumbing service & system complete, upgrades		7,200	\$11.60/sf	\$83,520	13,370
<b>Electrical</b>			\$42/sf	\$300,672	\$29/sf
Electrical service & distribution, upgrades		7,200	\$19.72/sf	\$141,984	13,370
Lighting & controls		7,200	\$16.24/sf	\$116,928	13,370
LV - Telcom, security, pa, fp, av		7,200	\$5.80/sf	\$41,760	13,370
<b>Contractor GC's/OH&amp;P</b>	8.00%		\$39/sf	\$279,314	\$13/sf
<b>SUBTOTAL CONSTRUCTION COST</b>			\$524/sf	\$3,770,736	\$177/sf
<b>Design Contingency</b>	10.00%			\$377,074	\$236,559
<b>Construction Contingency</b>	3.00%			\$124,434	\$78,064
<b>TOTAL CONSTRUCTION COST (Q2-2024)</b>			\$593/sf	\$4,272,244	\$200/sf
					\$2,680,208



**THANK YOU!**

# Dodgeville Library

HGA

## Preliminary Cost Modeling Update

### STUDY C.1 / C.2

### RENOVATION

	7,200	GSF		13,370	GSF	
<b>Sitework</b>		<b>\$68/sf</b>	<b>\$491,700</b>		<b>\$0/sf</b>	<b>\$0</b>
Site controls, prep, misc demo	35,000	\$1.00/sf	\$35,000			
Surfacing demo/removal	11,500	\$2.50/sf	\$28,750			
Cut & fill, grading	2,000	\$30.00/cy	\$60,000			
Parking	14,500	\$5.00/sf	\$72,500			
Pedestrian paving, walk	2,200	\$10.00/sf	\$22,000			
Ret walls, rail	60	\$450.00/lf	\$27,000			
North entry stair/patio	1,600	\$55.00/lf	\$88,000			
Utility connections/modifications	500	\$100.00/lf	\$50,000			
Landscaping	16,700	\$3.50/sf	\$58,450			
Site amenities, furnishings, lighting, signage	allowance		\$50,000			
<b>Structure</b>		<b>\$74/sf</b>	<b>\$529,200</b>		<b>\$12/sf</b>	<b>\$165,000</b>
Typical spread footings, SOG	7,200	\$18.00/sf	\$129,600			
Retaining wall footings	210	\$600.00/lf	\$126,000			
Structural framing	7,200	\$38.00/sf	\$273,600			
Remove atrium area floor/stair				600	\$150.00/sf	\$90,000
Misc tie-in, reno str supt				allowance		\$75,000

## Preliminary Cost Modeling Update

			STUDY C.1 / C.2		RENOVATION			
			7,200 GSF		13,370 GSF			
<b>Contractor GC's/OH&amp;P</b>	8.00%			\$34/sf	\$241,891		\$12/sf	\$163,134
<b>SUBTOTAL CONSTRUCTION COST</b>				\$454/sf	\$3,265,531		\$165/sf	\$2,202,314
<b>Design Contingency</b>	10.00%				\$326,553			\$220,231
<b>Construction Contingency</b>	3.00%				\$107,763			\$72,676
<b>TOTAL CONSTRUCTION COST</b>				\$514/sf	\$3,699,847		\$187/sf	\$2,495,222
<b>Escalation (to mid-construction - Q3-2022)</b>	6.00%				\$221,991			\$149,713
<b>TOTAL CONSTRUCTION COST (2022)</b>				\$545/sf	\$3,921,838		\$198/sf	\$2,644,936
<b>Project Soft Costs</b> <i>(A&amp;E Fees, FF&amp;E, Technology / AV, Testing &amp; Inspections, Permits, Commissioning, etc.)</i>	25.00%				\$980,459			\$661,234
<b>TOTAL PROJECT COST (2022)</b>				\$681/sf	\$4,900,000		\$248/sf	\$3,310,000
<b>\$8,210,000</b>								

Preliminary Cost Modeling Update

		STUDY C.1 / C.2			RENOVATION		
		7,200 GSF			13,370 GSF		
			\$78/sf	\$562,372		\$0/sf	\$0
<b>Sitework</b>							
	Site controls, prep, misc demo	35,000	\$1.16/sf	\$40,600			
	Surfacing demo/removal	11,500	\$2.90/sf	\$33,350			
	Cut & fill, grading	2,000	\$34.80/sf	\$69,600			
	Parking	14,500	\$5.80/sf	\$84,100			
	Pedestrian paving, walk	2,200	\$11.60/sf	\$25,520			
	Ret walls, rail	60	\$522.00/sf	\$31,320			
	North entry stair/patio	1,600	\$63.80/sf	\$102,080			
	Utility connections/modifications	500	\$116.00/sf	\$58,000			
	Landscaping	16,700	\$4.06/sf	\$67,802			
	Site amenities, furnishings, lighting, signage	allowance		\$50,000			
<b>Structure</b>			\$85/sf	\$613,872		\$13/sf	\$179,400
	Typical spread footings, SOG	7,200	\$20.88/sf	\$150,336			
	Retaining wall footings	210	\$696.00/sf	\$146,160			
	Structural framing	7,200	\$44.08/sf	\$317,376			
	Remove atrium area floor/stair				600	\$174.00/sf	\$104,400
	Misc tie-in, reno str supt				allowance		\$75,000
<b>Enclosure</b>			\$138/sf	\$995,562		\$26/sf	\$348,000
	Exterior wall construction - studs/wp/vb/insul	7,470	\$18.56/sf	\$138,643			
	Glazing system	2,200	\$104.40/sf	\$229,680			
	Brick cladding & base	4,270	\$41.76/sf	\$178,315			
	Metal panel cladding/detailing	1,000	\$52.20/sf	\$52,200			
	Exterior entries	4	\$7540.00/sf	\$30,160			
	Entry canopy construction	300	\$203.00/sf	\$60,900			
	Roof edge/overhang	310	\$232.00/sf	\$71,920			
	Exterior features	allowance		\$50,000			
	Roofing system	7,200	\$25.52/sf	\$183,744			
	Exterior wall demo/tie-in				2,000	\$116.00/sf	\$232,000
	Existing enclosure mods - windows				800	\$145.00/sf	\$116,000
<b>Interior</b>			\$70/sf	\$501,120		\$62/sf	\$825,460
	Interior fit & finishes	7,200	\$69.60/sf	\$501,120	13,370	\$58.00/sf	\$775,460
	Vertical circulation			reuse existing	allowance		\$50,000
<b>Mechanical</b>			\$72/sf	\$517,824		\$34/sf	\$449,767
	Rooftop units, VAV, reuse & upgrade of existing	7,200	\$55.68/sf	\$400,896	13,370	\$23.20/sf	\$310,184
	New FP service & system complete	7,200	\$4.64/sf	\$33,408	13,370	\$3.48/sf	\$46,528
	New plumbing service & system complete, upgrades	7,200	\$11.60/sf	\$83,520	13,370	\$6.96/sf	\$93,055
<b>Electrical</b>			\$42/sf	\$300,672		\$29/sf	\$387,730
	Electrical service & distribution, upgrades	7,200	\$19.72/sf	\$141,984	13,370	\$11.60/sf	\$155,092
	Lighting & controls	7,200	\$16.24/sf	\$116,928	13,370	\$13.92/sf	\$186,110
	LV - Telcom, security, pa, fp, av	7,200	\$5.80/sf	\$41,760	13,370	\$3.48/sf	\$46,528
<b>Contractor GC's/OH&amp;P</b>			\$39/sf	\$279,314		\$13/sf	\$175,229
	8.00%						
<b>SUBTOTAL CONSTRUCTION COST</b>			\$524/sf	\$3,770,736		\$177/sf	\$2,365,585
<b>Design Contingency</b>				\$377,074			\$236,559
	10.00%						
<b>Construction Contingency</b>				\$124,434			\$78,064
	3.00%						
<b>TOTAL CONSTRUCTION COST (Q2-2024)</b>			\$593/sf	\$4,272,244		\$200/sf	\$2,680,208
<b>Escalation (to Q4-2024)</b>				\$128,167			\$80,406
	3.00%						
<b>TOTAL CONSTRUCTION COST (Q4-2024)</b>			\$611/sf	\$4,400,411		\$206/sf	\$2,760,614
<b>Project Soft Costs</b>				\$1,100,103			\$690,154
	25.00%						
	(A&E Fees, FF&E, Technology / AV, Testing & Inspections, Permits, Commissioning, etc.)						
<b>TOTAL PROJECT COST (Q4-2024)</b>			\$764/sf	\$5,500,000		\$258/sf	\$3,450,000
<b>\$8,950,000</b>							



PROJECT: Dodgeville Public Library  
Renovation & Addition  
HGA Commission Number 3757-004-00

FROM: Summer Stetzik

Writer's Direct Dial: (414) 278-3448

ISSUE DATE: November 14, 2024

**OVERALL PROJECT SCHEDULE**

Schematic Design (SD)	October 21, 2024 – December 6, 2024
Design Development (DD)	December 9, 2024 – January 24, 2025
Construction Documents (CD)	January 27, 2025 – March 21, 2025
Out to Bid (6 weeks)	March 27, 2025
Bid Due Date	May 8, 2025
Contract Negotiation (4W)	May 9 – June 6, 2025
Start of Construction	June 9, 2025
Target Substantial Completion	September 1, 2026

**PROJECT WORKPLAN**

Phase:	Primary Focus/Topic:	Key Agenda Items:
SD Meeting #1 Project Kick-Off (In Person) October 24, 2024 <i>COMPLETE</i>	Overall Project Review	Review of Key Project Components: <ul style="list-style-type: none"><li>• Project team + scope</li><li>• Project schedule + budget</li><li>• Project Vision / Success Criteria</li></ul>
HGA Site Visit Investigation of Existing Spaces and Systems (In Person) November 12, 2024 <i>COMPLETE</i>	Investigation of Existing Building, Site and Systems	Review of existing project scope areas, and investigation of existing infrastructure, site, systems, capacities, etc.
SD Meeting #2 Programming & Conceptual Layouts (In Person) November 14, 2024 10:00 AM – 12:00 PM <i>TODAY</i>	Programming and Blocking + Stacking	Initial Check-in on: <ul style="list-style-type: none"><li>• Project work plan</li><li>• Program verification</li><li>• Conceptual Space Layouts</li><li>• Critical Questions (entries,</li><li>• Engineering Key Take-aways</li></ul>

SD Meeting #3 Programming & Conceptual Layouts (Virtual Zoom Mtg.) November 21, 2024 1:00 PM – 3:00 PM	Blocking + Stacking Updates /	Follow-ups on: <ul style="list-style-type: none"> <li>• Final Conceptual Floor Plans</li> <li>• Code Review</li> <li>• Book Drop Approach</li> <li>• Mechanical Room Approach</li> </ul>
<p><b>MILESTONE: Programming / Blocking + Stacking Lock – Friday, November 22</b></p>		
SD Meeting #4 SD Review (In Person) December 5, 2024 10:00 AM – 12:00 PM	Schematic Design Review	Review SD Set (Page Turn) <ul style="list-style-type: none"> <li>• MEP Report Out</li> <li>• Building Massing</li> <li>• HPC Approach</li> </ul>
<p><b>MILESTONE: SD REVIEW SET – to Building Committee Friday, December 6<sup>th</sup></b>  <b>Building Committee Review Period (1 week – December 6 - 11)</b></p> <p><b>SD COST ESTIMATE COMPLETE – December 13</b></p>		
DD Meeting #1 (In Person) December 19, 2024 10:00 AM – 12:00 PM	Design Development	Review of: <ul style="list-style-type: none"> <li>• Floor Plan Updates</li> <li>• Exterior Elevations / Materials</li> </ul>
DD Meeting #2 (In Person) January 16, 2025 10:00 AM – 12:00 PM	Design Development	Design Updates and Review of: <ul style="list-style-type: none"> <li>• Main Level Space by Space Review</li> <li>• Furniture Layout Review (Main)</li> <li>• IT / AV / Security Review</li> <li>• Civil / Landscape Review</li> <li>• Interior Finishes Review</li> </ul>
DD Meeting #3 (Virtual Zoom Mtg) January 23, 2025 10:00 AM – 11:40 AM	DD Engineering Review	Review of: <ul style="list-style-type: none"> <li>• Mechanical</li> <li>• Electrical</li> <li>• Plumbing</li> <li>• RCP + Lighting</li> </ul>
<p><b>MILESTONE: DD REVIEW SET – to Building Committee Friday, January 24<sup>th</sup></b>  <b>Review Period (1 week – January 24-January 31)</b></p> <p><b>DD COST ESTIMATE COMPLETE – January 21</b></p>		
CD Meeting #1 (In Person) January 30, 2025 10:00 AM – 12:00 PM	Construction Documents	Initial Check-in on: <ul style="list-style-type: none"> <li>• Lower-Level Space by Space Review</li> <li>• Exterior Elevations / Materials</li> <li>• Furniture Layout Review (LL)</li> <li>• IT/ AV / Security Review</li> </ul>
CD Meeting #2 (In Person) February 13, 2025 10:00 AM – 12:00 PM	Construction Documents	Document Updates and Review of: <ul style="list-style-type: none"> <li>• Drawing updates</li> <li>• RCP + Lighting Update</li> <li>• Civil / Landscape Review</li> <li>• Door Hardware Review</li> <li>• Final Interior Finishes Review</li> </ul>

CD Meeting #3 (In Person) March 6, 2025 10:00 AM – 12:00 PM	Construction Documents	Document Updates and Review of: <ul style="list-style-type: none"> <li>• Drawing updates</li> <li>• Furniture Layout Review</li> <li>• Phasing / Logistics</li> <li>• Final IT/AV/ Security Review</li> </ul>
CD Meeting #4 (In Person) March 20, 2025 10:00 AM – 12:00 PM		CD Page Turn <ul style="list-style-type: none"> <li>• Final Systems Review</li> <li>• Final Civil/ Landscape</li> <li>• Final Architecture Review</li> </ul>
<p><b>MILESTONE: 95% CD REVIEW SET – to Building Committee Friday, March 14<sup>th</sup></b>  <b>Review Period (1 week – March 14 - March 21)</b></p> <p><b>CD COST ESTIMATE COMPLETE – March 21</b></p>		

Final Bidding Docs	Bidding Docs	Update drawings per comments and provide responses to review comments. Produce final cost estimate.
Out to Bid Target March 27, 2025	Docs Posting	Posting on City website
Pre-Bid Meeting Target April 8, 2025	Bidding Phase	On-Site walk-through with contractors
Bids Due Target May 8, 2025	Bidding Phase	Final Bids / Selection / Award of Contractor Contracts
Contractor Contracts	Final Contract Negotiation May 9 – June 9	Final Bids / Selection / Award of Contractor Contracts
<p><b>MILESTONE: Notice to Proceed June 9, 2025 with Start of Construction as early as June 9, but no later than June 30, 2025</b></p>		
<p>CONSTRUCTION:</p> <ul style="list-style-type: none"> <li>• June 2025 – September 2026: 15 Months of Active Construction</li> <li>• Target Punch list by mid- August 2026</li> <li>• Close-out by end of September 2026</li> </ul>		



November 15, 2024

WRITER'S CELL: 414-520-6513

Carrie Portz, Director  
Dodgeville Public Library  
139 South Iowa Street  
Dodgeville, WI 53533

Re: Dodgeville Public Library Renovation + Addition Project  
Shelving and Furniture Inventory and Selection  
HGA Commission Number: 3757-004-00

Dear Carrie:

Hammel, Green and Abrahamson, Inc. (HGA) is submitting this Proposal to provide Additional Services for Furniture, Fixtures and Equipment for Dodgeville Public Library. Based on our recent communications, HGA has been requested to provide options for library furniture and library shelving inventory of existing, selection/procurement of new, and bidding services. This proposal includes three "tiers" of possible furniture/shelving involvement

### **SCOPE OF ADDITIONAL SERVICES**

Based upon our understanding of the required scope, HGA will provide the following design services for the process:

- I. **Tier 01: Inventory of Existing and Conceptual Furniture Plan**
  - a) Initiate with a Site Visit to inventory existing furniture. Create log of image, size, and condition notes for all possible reuse products. (Note: includes furniture & general shelving. Not all shelving accessories.)
    - i. One physical trip for (2) HGA individuals
    - ii. Occurs during Schematic Design
  - b) Utilizing Dodgeville Public Library's direction, identify existing products for reuse and those not to be reused.
  - c) HGA will work with Dodgeville Public Library to develop a draft furniture/shelving plan in reflecting products for reuse verses any 'new' products.
    - i. Occurs during Design Development
  - d) HGA will refine the draft furniture/shelving plan with Dodgeville to confirm appropriate counts and variety of products have fit within the firmed furniture plan.
    - i. Occurs during early Construction Documents
  - e) HGA would then stop progress and release furniture/shelving plan to others for all coordination, specification, bidding, and installation oversight.
  
- II. **Tier 02: Inventory of Existing, Conceptual Furniture Plan, & Guidance/Consultation**
  - a) ***In addition to Tier 01 work***, HGA would resume collaboration with Dodgeville begin further defining products on a consultant level.
  - b) If another designer/vendor was introduced HGA would use this time to collaborate with second-party to provide continuity between building/interior design and furniture/shelving selections.
  - c) HGA would a lot (3) meetings (in person) to:
    - i. Review possible products

- ii. Review possible finishes
  - iii. Develop “look-book” of desired products and *ideal* finishes
  - iv. Meet with second-party to collaborate, give feedback for design continuity and performance considerations.
- d) HGA would not provide any work towards detailed specification, bidding, or installation oversight.
- III. **Tier 03: Inventory of Existing, Conceptual Furniture Plan, Specification & Bidding**
- a) ***In addition to Tier 01 work***, HGA would resume collaboration with Dodgeville begin selections of furniture/shelving identified to be 'new' in conceptual plan.
  - b) HGA would a lot (5) meetings (4 in-person, 1 virtual) to complete the following for all 'new' furniture and shelving:
    - i. Meeting 01:
      - 1. Review contract-access, performance criteria, maintenance requirements, functional needs, etc for all 'new' furniture/shelving.
      - 2. Review Initial Product Concepts.
      - 3. Review Initial Shelving Needs.
      - 4. Finalize reuse of existing products.
      - 5. Overview of Bidding Process & Procurement Needs.
    - ii. Meeting 02:
      - 1. Present/Review refined product options.
        - a. Option to gather select physical samples for review/ visit furniture dealership(s).
      - 2. Discuss general finish application for each product.
      - 3. Confirm Shelving Types / Locations.
    - iii. Meeting 03:
      - 1. Present/Review proposed finishes for selected products.
      - 2. Review Shelving details (endpanel / canopy top needs).
      - 3. Share Bid Package Table of Contents
    - iv. Meeting 04:
      - 1. Review DRAFT furniture specifications
      - 2. Review DRAFT shelving specifications
      - 3. Review DRAFT bid package contents
      - 4. Revisit any finish refinements
    - v. Meeting 05:
      - 1. Finalize Bid Packages (Furniture, Shelving, & Casegoods)
      - 2. Coordinate issuance of packages
  - c) Following the selection/specification process, HGA will be available to support Dodgeville as needed to: answer bid questions, review bids, and notify/engage awarded parties.
  - d) HGA will stay engaged, as needed, with vendors/furniture dealerships as orders are finalized and placed.
  - e) HGA will complete (1) punchlist walk of shelving upon final install and (1) punchlist walk of furniture upon final install. (Assumed as separate trips).
  - f) “Tier 03” of work does not include:
    - i. Instruction/Requirements to Bidders (Front-End of Bid Package)
    - ii. Sending final package(s) to Bidders
    - iii. Installation coordination / scheduling
    - iv. Installation oversight (actively while products are being brought in)

**Note:** Any contract/deposit for furniture/shelving procurement will be established directly between owner and furniture dealership/vendor.

**ASSUMPTIONS**

- 1.) HGA has assumed all meetings are in person, unless noted otherwise above.
- 2.) HGA has assumed a mix of new and reused product, not ALL new.
- 3.) This scope does not include the procurement or coordination of art or accessories unrelated to furniture/shelving.

**COMPENSATION**

Compensation for Furniture & Shelving Scope services shall be on Stipulated Sum basis in the amount of:

Tier 01: **\$10,500**

Tier 02: **\$29,750**

Tier 03: **\$59,500**

Each tier would also include any reimbursable expenses for travel, etc. Reimbursable Expenses are defined as the actual expenditures made by HGA in the interest of the Project for expenses such as out-of-town travel and/or living expenses, long-distance communications, reproductions and mailing, data processing, and any state or local taxes imposed where the Project is located.

**SCHEDULE**

Based upon our current understanding of the construction project schedule, move-in is targeted for August 2026. The following outlines a high-level schedule to meet that timeline:

Existing Inventory	Site Visit	Nov-Dec. 2024
Draft Conceptual Furniture Plan		Dec 2024
Firm Conceptual Plan		Jan 2025
<i>(HOLD until completion of Construction Documents)</i>		
Resume Furniture/Shelving Selection		Jun 2025 (no later)
Finalize Bid Packages	16 weeks	Oct 2025
Shelving Package & Bidding	4 weeks	Oct-Nov 2025
<b>Order Shelving</b>		<b>Dec 2025</b> <i>(estimate 6mo. Leadtimes)</i>
Furniture Package & Bidding	4 weeks	Jan-Feb 2026
<b>Order Furniture</b>		<b>Mar 2026</b> <i>(estimate 4mo. Leadtimes)</i>
Shelving/Furniture Install	3-4weeks	Aug 2026
<b>Library Re-Opening</b>		<b>Sep 2026</b>

Furniture installation will follow substantial completion. Due to variability of markets, disruptions, & supply chain demands, HGA recommends placing orders to allow 'cushion' prior to install. . .In order to meet this suggestion, shelving should be ordered before end of 2025, and furniture by end of March 2026.

Please review this Proposal and contact HGA with any questions or comments. If this Proposal meets your needs, HGA will prepare a formal contract amendment.

Sincerely,

HAMMEL, GREEN AND ABRAHAMSON, INC.