

October 26<sup>th</sup>, 2023

Mayor Cory Mason  
City of Racine  
730 Washington Avenue  
Racine, WI 53403

**RE: Racine Lincoln-King Community Center and Clinic  
Concord Group – Service Extension #2**

Dear Mayor Mason,

Further to our recent discussions we have compiled this Service Extension for your consideration.

This Service Extension request is driven primarily by the need to assist with identifying additional project funding prior to construction commencing. In addition, continued owner's representation services are required to complete the Construction Documents phase as well as engaging remaining third-party consultants/contractors. This Service Extension captures efforts from November 2023 – April 2024. The following tasks are included within this Service Extension:

- Project Management – Implement project controls that are needed to ensure the project meets all financial, schedule, and quality management goals. Ensure the delivery of all required State and local permits.
- Construction Documents – Provide oversight of the Design Team to ensure construction documents are being coordinated with all stakeholders and delivered as scheduled.
- Cost Estimating – Provide independent cost estimate and any required reconciliation against contractor Construction Document pricing.
- Technical Services – Provide peer review during development of Construction Documents of systems that will be commissioned.
- Real Estate Advisory – Oversee the Development Team that will be raising, structuring, and deployment of new market tax credit project financing. Continued refinement of renewable energy tax credits based upon GMP.
- Owner Vendor Coordination – Manage the RFP process for Owner technology and medical equipment scopes of work.
- Owner Meetings – Facilitate regular Owner Meetings for progress updates.

Please see below on the following page for additional fee information:

- **Pre-Construction Phase**
  - Owners Representation \$118,000
    - Nov. – Dec. 2023 \$98,000
      - Project management, estimating, & technical services
    - Jan. – Apr. 2024 \$20,000
      - Project management, entitlement coordination
  - Capital Financing Project Aggregation Up to \$200,000
    - Capital stacking, NMTC, rebates/grants, & philanthropic consulting
    - Final fee will be based upon actual dollars raised through fundraising campaign

Should the foregoing meet with your approval, please confirm your agreement and authorize The Concord Group to render the specified services.

Thank you for the opportunity to submit this proposal. Please don't hesitate to contact me if you have any questions.

Sincerely,  
The Concord Group



John Duggan  
Chief Operating Officer  
JD/ 2022B539

Accepted for: The City of Racine

By (Print): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_