

Department of Public Works

City Hall
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Racine, WI 53403
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Mark H. Yehlen, P.E.
Commissioner of Public Works/City Engineer

Thomas M. Eeg, P.E.
Asst. Comm. of Public Works/Operations

John C. Rooney, P.E.
Asst. Comm. of Public Works/Engineering

December 7, 2011

Ald. Sandy Weidner
Chairman, Public Works
and Services Committee
Racine, Wisconsin

**RE: Professional Services - Design Stage Renovations
At Memorial Hall
Contract 55-10 (K0-070)
Butterfield, Rudie & Seitz, consultant**

Dear Ald. Weidner:

Submitted for your review and approval is Amendment No. 2 on the subject contract. Amendment No. 2 is in the not-to-exceed amount of \$9,850.00 and is for structural analysis and re-design of the rigging system and re-design of the lighting system requested by VenuWorks.

Funding for these professional services is available in Account 108.990.5530, Memorial Hall-Stage Upgrading.

Sincerely,



Thomas M. Eeg
Assistant Commissioner of Public Works/Operations

TME:das



Ryan M. Rudie, A.I.A.
Jason G. Frank
Lindsey Clazmer

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December 7, 2011

Mr. Thomas M. Eeg
City of Racine - Department of Public Works
730 Washington Avenue, Room 303
Racine, WI 53403

**Re: Request for Additional Design Fees for
Memorial Hall Stage Lighting and Sound Improvements**

Dear Mr. Eeg,

I would like to formally request additional design fees for the above mentioned project.

Our original scope of work on this project was for design and engineering work to upgrade the stage lighting and sound systems. During the course of design, the VenuWorks team decided that an upgrade to the rigging system needed to be incorporated into the project. A structural analysis of the existing rigging support structure was needed to ensure its ability to support the new rigging loads. The analysis showed that the existing structure was not capable of supporting the new loads and thus plans and details were developed for reinforcing the existing structure. The cost for this additional structural design and engineering is \$5,000.00.

We would also like to request an additional \$4,850.00 for re-design of the lighting system because of excessive changes and revisions requested by the VenuWorks team. The lighting system was reviewed with VenuWorks and they provided a direction for the design of the system. This design was reviewed with them a number of times during the course of our work and each time they wanted something different. This isn't unusual in the design world, people change their minds, and our original fee reflected the fact that we know these types of changes will occur. However, in this case it got to the point where our engineering consultant could no longer continue making revisions at his cost, thus the additional fee request.

Please be advised that these additional fees are for my consultants only. Even though there was additional work required by Butterfield, Rudie and Seitz to coordinate these issues, we have not included any costs for ourselves. We are only asking for monies to cover the costs of our consultants.

I hope this request for a total additional fee of \$9,850.00 is acceptable. Do not hesitate to call upon me if you have any questions or comments.

Sincerely,


Ryan M. Rudie, AIA
Butterfield, Rudie & Seitz, Inc.