



SHELBY SLAVEN  
Director of Administration

**County of Dane**  
Department of Administration  
**Public Works Engineering Division**  
1919 Alliant Energy Center Way  
Madison, WI 53713  
Phone: (608) 267-0127 | TTY WI Relay 711

TODD DRAPER  
Director of Public Works

## AGREEMENT CHANGE ORDER

**TO:** Public Works & Transportation Committee

<b>C.O. #</b>	1
<b>DATE</b>	3/11/2026
<b>ACT#</b>	393

<b>PROJECT</b>	CCB Facilities Emergency Power Design	<b>PROPOSAL #</b>	320026
<b>ADDRESS</b>	210 Martin Luther King Jr. Blvd, Madison, WI		
<b>CONSULTANT</b>	Hammel, Green & Abrahamson (HGA)	<b>PURCHASE ORDER #</b>	20211146

**DESCRIPTION:**

<b>REFERENCE #</b>	2021 RES-300
<b>REQUESTED BY</b>	Owner & A/E
<b>PROPOSED CHANGE</b>	Increase the professional services agreement by \$25,000 to correct the total contract amount. This action clarifies that the previously approved \$175,000 was intended to be in addition to the original \$25,000 study fee, bringing the total agreement to \$200,000.
<b>REASON FOR CHANGE</b>	The original resolution was written in a way that caused confusion about the total agreement value. Although the intent was to approve \$175,000 for the next phase of work plus the earlier \$25,000 study, the wording only added \$150,000 to the agreement. This adjustment corrects that error and aligns the agreement with what was originally reviewed, negotiated, and agreed upon.
<b>TOTAL ADD TO AGREEMENT</b>	<b>\$25,000.00</b>

The original Agreement amount was:	\$175,000.00
Net change by previously authorized Change Orders:	\$0.00
The Agreement amount prior to this Change Order was:	\$175,000.00
The Agreement amount will be increased by this Change Order in the amount of:	\$25,000.00
The new Agreement amount including this Change Order will be:	\$200,000.00
The Completion Date will be unchanged by:	0 days
The date of Substantial Completion as of the date of this Change Order therefore is:	3/26/2026

**Signature Approvals:**

<b>Contractor</b>
-------------------

<b>Todd Draper, Public Works Engineering Division Director</b>
--

<b>Architect / Engineer (A/E)</b>
-----------------------------------

<b>Chuck Hicklin, Controller</b>
----------------------------------

<b>Public Works &amp; Transportation Committee</b>
--

<b>Robert Arenz, Accounting</b>
---------------------------------