

DANE COUNTY
POLICY AND FISCAL NOTE

☒ Original ☐ Update	Substitute No. _____
Sponsor: Mike Engelberger	Resolution No. 2025 RES-202
Vote Required: Majority ☒	Ordinance Amendment No. _____
Two-Thirds _____ 3/4 _____	

Title of Resolution or Ord. Amd.:

CONTRACT CHANGE ORDER #3 FOR AEC EXHIBITION HALL HVAC CONTROLS UPGRADE CONSTRUCTION CONTRACT WITH MASTERS BUILDING SOLUTIONS, INC.

Policy Analysis Statement:

Brief Description of Proposal -

The following change is requested: Change Order #3 - Increase \$59,544.00 to clean existing ductwork connected to air handling units to support proper operation of newly installed air flow monitors. Duct cleaning is required due to unforeseen site conditions and is necessary to ensure accurate AFM readings and maintain indoor air quality.

Current Policy or Practice -

Requires County Board approval

Impact of Adopting Proposal -

Project will move forward

Fiscal Estimate:

Fiscal Effect (check all that apply) -

- ☐ No Fiscal Effect
☐ Results in Revenue Increase
☒ Results in Expenditure Increase
☐ Results in Revenue Decrease
☐ Results in Expenditure Decrease

Budget Effect (check all that apply)

- ☒ No Budget Effect
☐ Increases Rev. Budget
☐ Increases Exp. Budget
☐ Decreases Rev. Budget
☐ Decreases Exp. Budget
☐ Increases Position Authority
☐ Decreases Position Authority
Note: if any budget effect, 2/3 vote is required

Narrative/Assumptions about long range fiscal effect:

Expenditure/Revenue Changes:

	Current Year		Annualized			Current Year		Annualized	
	Increase	Decrease	Increase	Decrease		Increase	Decrease	Increase	Decrease
Expenditures -					Revenues -				
Personal Services									
Operating Expenses									
Contractual Services	\$59,544								
Capital									
Total	\$59,544	\$0	\$0	\$0	Total	\$0	\$0	\$0	\$0

Personnel Impact/FTE Changes:

Prepared By:

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Reviewed by:	Chuck Hicklin	Date:	10/22/25		