



## Finance Department Purchasing Services

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Eric Veum  
**Treasury & Revenue Manager**  
Craig Franklin, CPA

## Non-Competitive Selection Request

Requisition Number

Fund  
1400 CAPITAL PROJECT

Major  
542\*\* Building/Facility Maintenance/Repair

Agency  
Engineering

Total Purchase Amount  
\$ 650,000.00

Vendor Name  
Aro Eberle Architects, Inc.

### Product/Service Description

The City of Madison Parks Division an exciting opportunity to advance the recommendations from the Task Force on Municipal Golf through a generous donation in partnership with the Madison Parks Foundation through the Odana Hills Golf Course redesign project and fundraising effort being led by Michael and Jocelyn Keiser, who are Madison residents. The project presents a unique opportunity for the City to leverage the private donation and take advantage of the course disruption in a way that would allow for public infrastructure improvements that would otherwise be delayed for years. Construction is anticipated to begin in late 2026 and conclude in early summer 2028 for the course and the Parks Division is leading efforts to complete clubhouse and park improvements along this same timeline. In order to meet the donors' timeline, the project is moving at an expedited rate, necessitating the need for a noncompetitive contract for consultant design services to ensure the Clubhouse and Park Improvements are completed by the time the course reopens in 2028 and prevent further negative impacts to revenue for the Golf Enterprise Program during the construction of the project. Each of these improvements together will result in a more resilient and sustainable activity hub that will better serve the needs of the community and park users.

This single contract with the A/E shall be for all design phases, bidding phase, construction administration phase and warranty administration phase. It is anticipated that the contract shall take approximately

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three (3) years from contract signing through the end of the warranty phase.

The A/E design services for this contract shall include plans and specifications for site planning, landscaping, architectural design of interior and exterior spaces, finishes, MEP/FP/T (mechanical, electrical, plumbing, fire protection, and technology) systems design, construction specifications, and cost estimating.

#### Exception Criteria

7. A particular consultant has provided services to the City on a similar or continuing project in the recent past, and it would be economical to the City on the basis of time and money to retain the same consultant.

#### Reason For Request

Construction is anticipated to begin in late 2026 and conclude in early summer 2028 for the course and the Parks Division is leading efforts to complete clubhouse and park improvements along this same timeline. In order to meet the donors' timeline, the project is moving at an expedited rate, necessitating the need for a noncompetitive contract for consultant design services to ensure the Clubhouse and Park Improvements are completed by the time the course reopens in 2028 and prevent further negative impacts to revenue for the Golf Enterprise Program during the construction of the project.

Aro Eberle Architects, Inc. was competitively selected in 2019 through a request for proposal (RFP) process to provide professional architecture and engineering services for the Door Creek Park Shelter construction project. Aro Eberle Architects, Inc. successfully provided design services related to the design and construction of the Door Creek Park Shelter. The Parks Division believes the Door Creek Park Shelter provides the basis for the design of the building needed at Odana Hills. In addition, Aro Eberle Architects, Inc. and consultants have been working under a separate contract to provide Odana Hills East Park and related park entrance and clubhouse master planning.

City staff recommend and request that Aro Eberle Architects, Inc. continue to provide professional architect and engineering services for the design and construction administration phases for the proposed Odana Hills Clubhouse and related park improvements project as the proposal moves from master planning into the next phases of design, construction documentation, bidding, construction administration, and warranty phases.

#### Requestor

Scanlon, Amy

#### Comments

The City of Madison has paid Aro Eberle Architects, Inc. a total of \$213,008 since 2021. Of that amount, \$164,999 was Competitively selected, \$46,979 was Non-Competitively selected, and the remaining \$1,030 was a purchase under the threshold requiring competitive selection.