

Exhibit A

City of Madison, Wisconsin Judge Doyle Development

Project Director Scope of Services Phase III

Phase I of the Judge Doyle project concluded with the negotiation of the development agreement with Beitler Real Estate Services LLC, and the Common Council's approval of the development agreement on July 5, 2016. Upon execution of the development agreement by the parties, Phase II of the Judge Doyle project commenced. With the approval by the Common Council on September 5, 2017 of the contract to construct the Judge Doyle public garage on Block 88, the second phase of the project concluded. Upon execution of the construction contract, Phase III of the project commenced. The Phase III will run through the completion of the Block 88 garage and the demolition of the Government East ramp on Block 105, estimated to be March 31, 2019. The final phase of the Judge Doyle project will commence at that point with the construction of the private development elements by the private developer.

Reporting to the Director of Planning, Community and Economic Development, the Project Director is responsible for leading the third phase of the planning and implementation of the Judge Doyle Square Development located in downtown Madison

The Project Director's duties and responsibilities in Phase III of the project are:

- *Serve as the City Agent and main point of contact* with Beitler Real Estate Services LLC as provided for in Section 5.1(a)(1) of the development agreement, and coordinate the attainment of the Conditions Precedent to Public Development Commencement in Section 6.1 of the development agreement;
- *Lead the City project team to deliver* the parking facility, including the bike center, and set expectations for the partners in the project, including chairing the Owner, Architect Owner (OAC) Team to coordinate the delivery of the Judge Doyle garage on Block 88;
- *Prepare specific strategies, plans and timetables* with the City, Beitler and any other project partners to achieve the desired outcomes within established budget parameters;
- *Manage communications*, including status reporting, risk management, escalation of issues, and in general, make sure the project is being delivered in budget, on schedule and within scope;
- *Provide regular briefings* to the Mayor and Common Council and communicate regularly with project participants and the public on the status of the project and documentation of the job progress; and
- *Conduct other duties* as assigned by the Director of Planning, Community and Economic Development.