

WHITEFISH BAY COMMUNITY DEVELOPMENT AUTHORITY MEETING

MEETING NOTICE AND AGENDA

**MEETING LOCATION: WHITEFISH BAY LIBRARY – PROGRAM ROOM
5420 N. MARLBOROUGH DR.**

**MONDAY, NOVEMBER 13, 2017
7:30AM**

- I. Call to Order and Roll Call
- II. General Business
 1. Approval of Minutes from the meeting held on October 12, 2017.
 2. Continued Review and Discussion regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant – K & S Investments)
 3. The CDA may convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – specifically regarding the Incentive Grant Applications referenced in Item 2 above.
The CDA will return to open session upon completion of the closed session.
 4. Review and Recommendation to Village Board regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant – K & S Investments)
 5. Set date/time for next meeting.
- III. Adjourn

Upon reasonable notice, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. Contact Village Hall at (414) 962-6690. It is possible that members of and possibly a quorum of members of other Boards, Commissions, or Committees of the Village including in particular the BID Board may be in attendance in the above stated meeting to gather information; no action will be taken by any other Boards, Commissions, or Committees of the Village except by the Board, Commission, or Committee noticed above. Agendas and minutes are available on the Village website (www.wfbvillage.org)

COMMUNITY DEVELOPMENT AUTHORITY MEETING MINUTES

Thursday, October 12, 2017

6:30pm

**VILLAGE OF WHITEFISH BAY – Public Library
5420 North Marlborough Drive**

I. Call to Order and Roll Call

Chairperson Krueger called the meeting to order at 6:30pm.

Present: Trustee Jay Miller, President Julie Siegel, Jim Roemer, Brian Vanevenhoven, Mike Dwyer and Ray Krueger.

Also Present: Village Manager Paul Boening, Assistant Manager Tim Blakeslee and Stephanie Hacker from Graef.

II. General Business

1. Approval of Minutes from the meeting held on September 26, 2017.

Brian Vanevenhoven moved, seconded by Jim Roemer to approve the minutes of the September 26th meeting. Motion Carried, 6-0.

2. Update on TID Finances.

Mike Harrigan from Ehlers presented status reports on TID 1 and TID 2 and responded to questions from CDA members throughout the presentation.

3. Continued Review and Discussion regarding Incentive Grant Application for proposed building addition at 417 East Silver Spring Drive. (Applicant – Lexor, LLC)

Village Manager Paul Boening summarized the history of the grant request and activity to date. He noted that Tom Dixon had submitted revised financial details on behalf of Lexor, LLC. Graef Representative Stephanie Hacker commented further on the itemized capital list and proceeded to highlight information from Graef's review memo.

Discussion followed regarding leverage ratio, project specifics, TID balance, TID increment and program goals.

4. Review and Discussion regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant – K & S Investments)

Graef Representative Stephanie Hacker summarized the request and highlighted key details from Graef's review memo.

Discussion followed regarding project specifics, leasable area, prospective tenants, elevator access and financing.

Terry Stuhlmacher of K & S Investments stated that the grant program had served to incentivize the building owners to move forward with the proposed project. The applicants also noted that the second floor space had been unoccupied for the past 9-10 years.

Discussion followed pertaining to rental rates and public/private leverage ratio. Ms. Hacker noted that the applicants had based their grant request on the lowest obtained bid.

5. **The CDA may convene into Closed Session pursuant to Wisconsin State Statute §19.85(1)(e) deliberating or negotiating the purchase of public property, investing of public funds, conducting other specified business whenever competitive and/or bargaining reasons require a closed session – specifically regarding the Incentive Grant Applications referenced in Items 2 and 3 above. The CDA will return to open session upon completion of the closed session.**

Brian Vanevenhoven moved, seconded by Jim Roemer to move into Closed Session. Motion Carried by Roll Call Vote, 6-0. Closed Session began at 8:22pm.

Mike Dwyer moved, seconded by Brian Vanevenhoven to return to Open Session. Motion Carried by Roll Call Vote, 6-0. Open Session resumed at 9:15pm.

6. **Review and Recommendation to Village Board regarding Incentive Grant Application for proposed building addition at 417 East Silver Spring Drive. (Applicant – Lexor, LLC)**

Mike Dwyer moved, seconded by Jay Miller to recommend that the Village Board approve a maximum grant of \$200,000 to Lexor, LLC subject to:

1. Grant of \$200,000 maximum based of the application assumptions, including a project cost of \$750,000.
2. \$500,000 tax increment guarantee over 12 years, measured annually.
3. \$100,000 clawback in the event the business ceases operation for any reason or the building is sold to a third party.
4. Negotiation of a mutually acceptable written agreement setting forth the terms and conditions of the grant.

Motion Carried, 6-0.

President Siegel left the meeting at 9:17pm.

7. Review and Recommendation to Village Board regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant – K & S Investments)

Chairman Ray Krueger informed Mr. Tom Stuhlmacher that based upon discussion that took place in Closed Session, deadlock among CDA members would prevent action from occurring at the current meeting. Therefore, the request would be placed on the next CDA agenda for further review.

8. Review and Recommendation to Village Board regarding Incentive Grant Application for second floor interior renovations at 629 East Silver Spring Drive. (Applicant – K & S Investments)

Village Manager Paul Boening summarized the budget process related to TID 1 and TID 2 and highlighted the proposed budget numbers that had been distributed to CDA members. Discussion followed.

Jim Roemer moved, seconded by Mike Dwyer to recommend that the Village Board approve the TID 1 and TID 2 budgets as proposed. Motion Carried, 5-0.

9. Set date/time for next meeting.

Village Manager Paul Boening will communicate directly with CDA members to schedule the next meeting.

At this point in the meeting, Mr. Tom Stuhlmacher indicated that he was disappointed in the lack of CDA action on the K & S grant application. The CDA members provided additional feedback to Mr. Stuhlmacher and reiterated that action would not have been possible at the meeting due to a deadlocked CDA.

III. Adjourn

Mike Dwyer moved, seconded by Jim Roemer to adjourn the meeting at 9:25pm. Motion Carried, 5-0.

Paul Boening
Village Manager



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MEMORANDUM

TO: Community Development Authority
Village of Whitefish Bay

Copies to: Paul Boening, Village Manager

FROM: GRAEF

DATE: October 6, 2017

SUBJECT: Downtown Incentive Grant Application Review: K & S Investments, 629 E. Silver Spring Drive

A. PURPOSE

- 1) Consider for approval the Downtown Incentive Grant Application of K & S Investments (property owner) for an upper floor renovation project at 629 E. Silver Spring Drive on parcel number 198-012-5000.

B. PROJECT BACKGROUND

K & S Investments (Applicant) submitted an application for the Downtown Grant Incentive Program for an upper floor renovation project at 629 E. Silver Spring Drive on parcel number 198-012-5000. The project includes interior renovation of approximately 6,000 square feet of the second floor.

Grant Application Type: Proposal & Negotiated Agreement (note that application incorrectly selected "Property Improvement Incentive" but the maximum project costs for that type of grant is \$100,000)

Proposal & Negotiated Agreement is the grant type for projects with budgets exceeding \$100,000. Awarding of funds will be at the discretion of the CDA and Village Board of Trustees.

Project Budget: \$177,958.85

Eligible Project Costs: \$177,985.85

Grant Request: \$88,979.43

Public/Private Leverage Ratio: \$1 Public : \$1 Private Leverage

Type of Physical Space Enhancement: Upper-story Occupancy

Project Schedule: completion planned by January 2018

The plans for the project include the following:

The project is an interior build-out of the second floor of a two-story building. Data listed below is per drawing dated 03/06/2015, submitted by the applicant.

- Total of 5,837 sf interior renovation.



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- Five tenant spaces to be built: A) 1,145 sf; B) 1,034 sf; C) 1,082 sf; D) 843 sf; E) 331 sf = 4,435 sf.
- Mechanical and storage make up the remaining area = 1,402 sf.
- Vertical circulation is existing, but the stair door on the second floor is to be relocated as part of this project.

Of the five tenant spaces, the property owner has a letter of intent (attached) for 1,900 sf (suites C and D together). The owner has supplied information in an attached letter dated 10/03/2017, referencing two other interested parties for suite B (1034 sf). In summary:

- LOI for suites C and D: 1,925 sf; creative services company
- Additional interest for suite B: 1,034 sf; medical/therapeutic office (2-3 employees + clients) or tutoring service (3-5 employees + clients).
- The above totals 2,959 sf of the 4,435 sf tenant space in the proposed build-out.

The application was received and considered substantially complete. See D.1., below, for additional information. The pre-application meeting, business operations information, background and credit checks, and status of existing fines or tax-related issues are items outside the scope of this memo.

C. REVIEW & COMMENT FROM THE WHITEFISH BAY BUSINESS IMPROVEMENT DISTRICT

Communication from the BID is pending, and not available at the time of submittal of this memo.

D. GRANT EVALUATION CRITERIA

The Downtown Incentive Grant Program establishes ten criteria for the Community Development Authority's review, outlined below.

1. *Is the grant application complete with all required materials?*
The project materials are substantially complete; refer to Village staff for remainder of items outside of GRAEF's review.

Note on the supplied contractor bids: The applicant's letter states that suite B was omitted from the first two HVAC bids obtained but was advised to include it in the scope while obtaining bid #3.

2. *Did the applicant pass the background and credit checks?*
Refer to Village staff.
3. *Does the proposed project achieve one or more of the funding outcomes of the Downtown Incentive Grant program?*
Of the five funding outcomes outlined in the program, this project achieves



- #4. Incentivize the revitalization of interior spaces, including upper-story occupancy
4. *Is the proposed project located within the Investment Focus Area of the Silver Spring Drive Business District?*
Yes.
 5. *Is the proposed project consistent with the 2016 Silver Spring Drive Master Plan Update?*
Yes, it meets the following criteria:
The Master Plan identifies funding of upper story improvements as one strategy. The intention of this element of the plan is to increase daytime population within the district. Any build-out proposal should be evaluated based on that criteria. The plans, as submitted, do not provide the number of employees gained. Also, the new build-out space is only partially leased.
 6. *Is the proposed project consistent with the Whitefish Bay BID 2017-2019 Strategic Plan?*
Yes, it meets the following criteria:
 - a. Diverse business portfolio – This goal in the strategic plan is aimed at reducing vacancy first within the ground floor spaces, and then within the upper floors. The build-out as proposed in the application is the first step toward increasing density. Additional information should be gathered that describes the current upper story leasing market within the district, and the amount of vacancy within upper story areas that are built-out and available for lease. Per the information supplied by the applicant, the owner has interest for approximately 2/3 of the tenant space to be built as part of this application.
 7. *For exterior renovations, is the proposed project consistent with Village of Whitefish Bay Zoning District 11 Site and Building Design Standards?*
N/A. The extents of the work are exclusively within the interior of the building.
 8. *Will the project leverage more private sector investment than the required grant match by the applicant?*
No; the application meets the requirement of a 1:1 public:private leverage ratio, but does not exceed the required grant match.
 9. *Does the grant offset a verifiable shortfall in debt and/or equity funds available to the project from the applicant and/or private sector?*
A 2016 year-end statement is included for CDA review. No specific materials were submitted to GRAEF that illustrate a gap in financing for the project. The applicant's letter dated 10/3/2017 implies the rental income for the second story spaces compared to the cost of construction is a hindrance to the project moving forward.
 10. *Can the applicant demonstrate strong past business performance and the requisite professional experience to prove project viability?*
The submitted financial statement indicates stable business performance.

E. RECOMMENDATION



One Honey Creek Corporate Center
125 South 84th Street, Suite 401
Milwaukee, WI 53214-1470
414 / 259 1500
414 / 259 0037 fax
www.graef-usa.com

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The CDA will be forwarding a recommendation to the Village Board. The Village Board will be the body that makes the final decision on the grant request. Based upon the review of submitted materials, it is recommended that the CDA consider the following:

- a. This project strives to achieve a goal of the district master plan and BID plan related to increasing daytime population and the build-out of upper stories. The plans as submitted illustrate that while the owner has a letter of intent for two of the suites, the others are not leased. Without tenants this project does not serve to achieve the goals of the plans. Additional information may be needed about the current leasing environment within the district and the demand for upper story space. Should there be sufficient market demand, this project will more likely contribute toward the goals. Additionally, the Authority may recommend to the Village Board that the grant award be contingent upon the applicant securing tenant commitment for three suites prior to the start of construction. The BID has not provided their review and comment on this project, to date. The Community Development Authority has discretion in the review of this type of grant application and may, in addition, consider the following items in their review:
 - i. The grant does not leverage more private sector investment than the requested grant match;
 - ii. The application does not illustrate a gap in project financing such that it would not occur but for this grant; and,
 - iii. The project's projected positive impacts to the District should be considered in relationship to the amount of the grant.

WHITEFISH BAY DOWNTOWN INCENTIVE GRANT APPLICATION REVIEW 10/06/2017

629 E. Silver Spring Drive
 K & S Investments
 Contact: Thomas Stuhlmacher

BIDS RECEIVED (ELIGIBLE PROJECT COSTS)

MAJOR WORK 1: General Contractor Base Bid			
	CONTRACTOR	DESCRIPTION	AMOUNT
BID 1	Wes Allen Construction Co.	General contractor base bid	\$ 135,800.00
BID 2	PBI	General contractor base bid	\$ 156,067.00
BID 3	Constructive Solutions, Inc.	General contractor base bid	\$ 198,940.00
MINOR ASSOCIATED WORK, SINGLE BIDS OR ESTIMATES PROVIDED			
		DESCRIPTION	AMOUNT
BID 1	Joe DeBelak Plumbing & Heating Co.,	HVAC for suite B	\$ 11,389.00
Estimate provided by applicant		Flooring	\$ 9,000.00
BID 1	Tyco	Tyco fire suppression	\$ 8,232.85
Estimate provided by applicant		Entrance	\$ 6,450.00
Estimate provided by applicant		Asbestos removal	\$ 3,000.00
Estimate provided by applicant		Electric panels	\$ 2,200.00
BID 1	Joe DeBelak Plumbing & Heating Co.,	Old HVAC and ductwork removal	\$ 2,887.00
Estimate provided by applicant		Sub-meter readers	\$ 1,500.00
See base bid		Removal of fire suppression from Wes Allen base bid	\$ (2,500.00)

\$ 33,926.00 = total amount of work provided as estimate only, without bid

ELIGIBLE PROJECT COSTS: TOTAL OF MAJOR AND MINOR WORK

\$ 177,958.85 Lowest bids and estimates
 \$ 241,098.85 Highest bids and estimates

INELIGIBLE PROJECT COSTS / COUNTS TOWARD PUBLIC : PRIVATE LEVERAGE RATIO

MINOR ASSOCIATED WORK, SINGLE BIDS OR ESTIMATES PROVIDED			
		DESCRIPTION	AMOUNT
			\$ -

TOTAL PROJECT COSTS & LEVERAGE RATIO

\$ 177,958.85	Total project costs (lowest bids and estimates)
\$ 241,098.85	Total project costs (highest bids and estimates)
\$ 88,979.43	Requested grant amount

PUBLIC : PRIVATE LEVERAGE RATIO

Based on lowest bids

\$ 88,979.43	Public investment
\$ 88,979.42	Private investment
\$1.00 private investment to \$1.00 public investment, based on lowest bids and estimates	

Based on highest bids

\$ 88,979.43	Public investment
\$ 152,119.42	Private investment
\$1.71 private investment to \$1.00 public investment, based on lowest bids and estimates	

K & S Investments
629 E. Silver Spring Drive
Whitefish Bay, WI 53217

August 21, 2017

Village of Whitefish Bay
5300 N. Marlborough Drive
Whitefish Bay, WI 53217

Please find enclosed completed application and related materials for Property Improvement Incentive.

The owners of the K&S Building would like to renovate approximately 5000 sq. ft. on the second floor. The space is currently unoccupied. When completed the space will have 3 leaseable areas. Suite A will be office space with a tenant ready to sign a five year lease. Suite B does not have a tenant at this time so the space is being left unfinished. Suite C and D will be one space for a tenant (Jordipher Creative) which has been approved by the WFB Plan Commission with a five year lease. Suite E is for storage. Mechanical room will be for HVAC units.

We have received 3 bids for the project and we are basing this application on the lowest bid from Wes Allen Construction Co.

The project would begin ASAP following approval from the state and hope to be completed by January 2018.

Wes Allen Construction Co. Base bid	\$135,800.00
HVAC for Suite B	11,389.00
Asbestos removal	3,000.00
Flooring	9,000.00
Entrance	6,450.00
Electric Panels	2,200.00
TYCO fire alarms	8,232.85
Remove fire alarms in Wes Allen bid	- 2,500.00
Old HVAC & ductwork removal	2,887.00
Sub-meter readers	1,500.00
Total Project Estimate	<u>\$177,958.85</u>

If you have any questions or need anything further, please contact Tom or Terry Stuhlmacher at 414-964-2130.

Application

INCENTIVE GRANT OF CHOICE

- Small Business Incentive Property Improvement Incentive
- Proposal & Negotiated Agreement

PROJECT BUDGET

A. Total Project Budget	\$ <u>177,958.85</u>
B. Total Eligible Costs	\$ <u>177,958.85</u>
C. Grant Request	\$ <u>88,979.43</u>
Public : Private Leverage Ratio	\$1 Public : \$ <u>1.00</u> Private Leverage (Line A - Line C) / Line C = Private Leverage

HAVE YOU PREVIOUSLY RECEIVED GRANT FUNDING FROM THE VILLAGE?

YES When and for how much? FACADE GRANT 2/14/14 9982.25
7/7/15 7434.25 NO

APPLICANT SIGNATURE: K&S INVESTMENTS Thomas D. Stuhlmacher PARTNER
DATE: 8/22/17

HOW DID YOU HEAR ABOUT THIS GRANT PROGRAM? WFB VILLAGE MANAGER

BACKGROUND & CREDIT CHECK AUTHORIZATION

I, K&S INVESTMENTS (print name), do hereby give permission for the Village of Whitefish Bay to conduct a background and credit check in relation to my application for a Downtown Incentive Grant. I will provide information that is necessary for the Village to conduct such investigations.

SIGNATURE: K&S INVESTMENTS Thomas D. Stuhlmacher PARTNER

PRINTED NAME: THOMAS D. STUHLMACHER

DATE: 8/22/17

Application

APPLICANT NAME: K&S INVESTMENTS

BUSINESS OWNER (TENANT) PROPERTY OWNER

KOCH WHITEFISH BAY LLC

APPLICANT NAME: STUHLMACHER HOLDINGS LLC

BUSINESS OWNER (TENANT) PROPERTY OWNER

PHONE NUMBER(S): 414-964-2130

E-MAIL(S): winkies6@aol.com

NAME OF BUSINESS: K&S INVESTMENTS

BUSINESS ADDRESS: 629 E. SILVER SPRING DRIVE

TYPE OF BUSINESS: COMMERCIAL REAL ESTATE LEASING

TOTAL BUILDING AREA (SQ. FT.): 43,000

TOTAL PROJECT AREA (SQ. FT.): 5,000

NO. OF FLOORS IN BLDG.: 3

CURRENT ASSESSED VALUE OF THE PROPERTY: \$ 2,948,600

LEASE EXPIRATION DATE: 5 YEAR LEASE BY NEW TENANTS

FOR VILLAGE STAFF ONLY:

COMPLETENESS OF APPLICATION

- Pre-development Meeting w/Village staff
- Application Form & Project Materials
- Business Operations Information
- Background Check
- Credit Check
- NO fine or tax-related issues

BID REVIEW

- Review Accomplished
- Commentary Provided

TYPE OF PHYSICAL SPACE ENHANCEMENT

- Façade Renovation
- Interior Building Renovation
- Upper-story Occupancy
- Rooftop
- Larger Improvement Project

K & S Investments
629 E. Silver Spring Drive
Whitefish Bay, WI 53217

October 3, 2017

Village of Whitefish Bay
5300 N. Marlborough Drive
Whitefish Bay, WI 53217

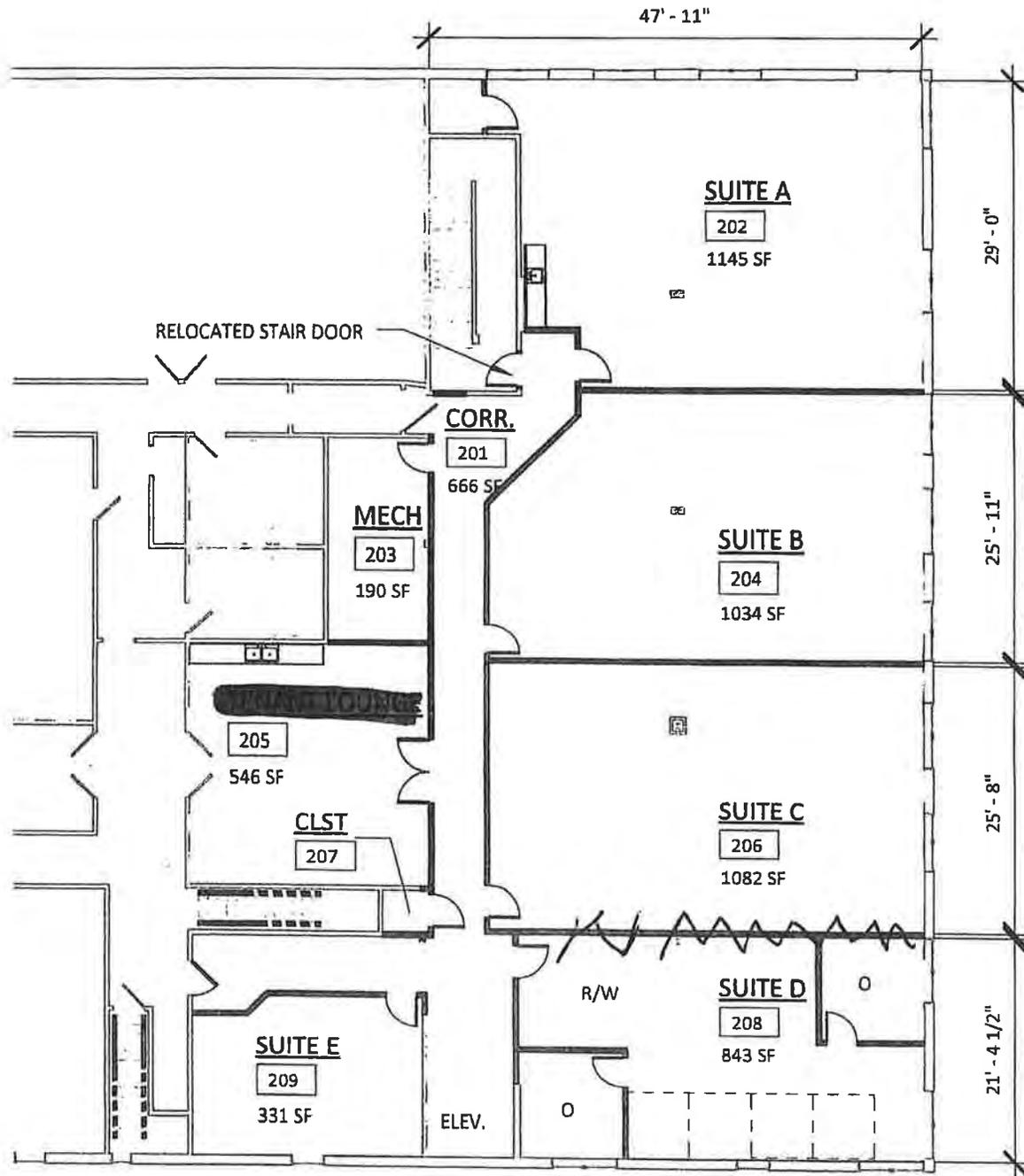
Clarification and update to Incentive Grant application submitted August 21, 2017.

We now have interest from two separate parties for Suite B. One is a medical/therapeutic office currently located in Whitefish Bay that would like to expand and grow its business. They would have 2-3 employees and clients coming throughout the week. The other is a tutoring service based out of Madison and would like to locate in Whitefish Bay. They estimate 3-5 employees serving students one-on-one and groups up to 15. Their hours would be late afternoon/evening and weekends.

In two of the contractor's original bids, there was not an entry for HVAC for Suite B. We were later advised that now would be the best time to install the HVAC for Suite B. Hence we have included \$11,389.00 in the project total.

The Incentive Grant *incentivizes* us to move forward with this project. This is a rather large project which involves new HVAC systems , electrical circuits, demising walls, flooring, ceilings, exterior entrance. Being second floor space, the rent we can charge is about half that of street level space. Yet the construction costs would be the same. We have no new investors coming on. Financially we are prepared to move forward with the project as submitted and the prospective tenants are ready to move in asap.

We feel this project will bring new visitors to Whitefish Bay and benefit many businesses in the village.



2ND FLOOR PROPOSED

1/16" = 1'-0"

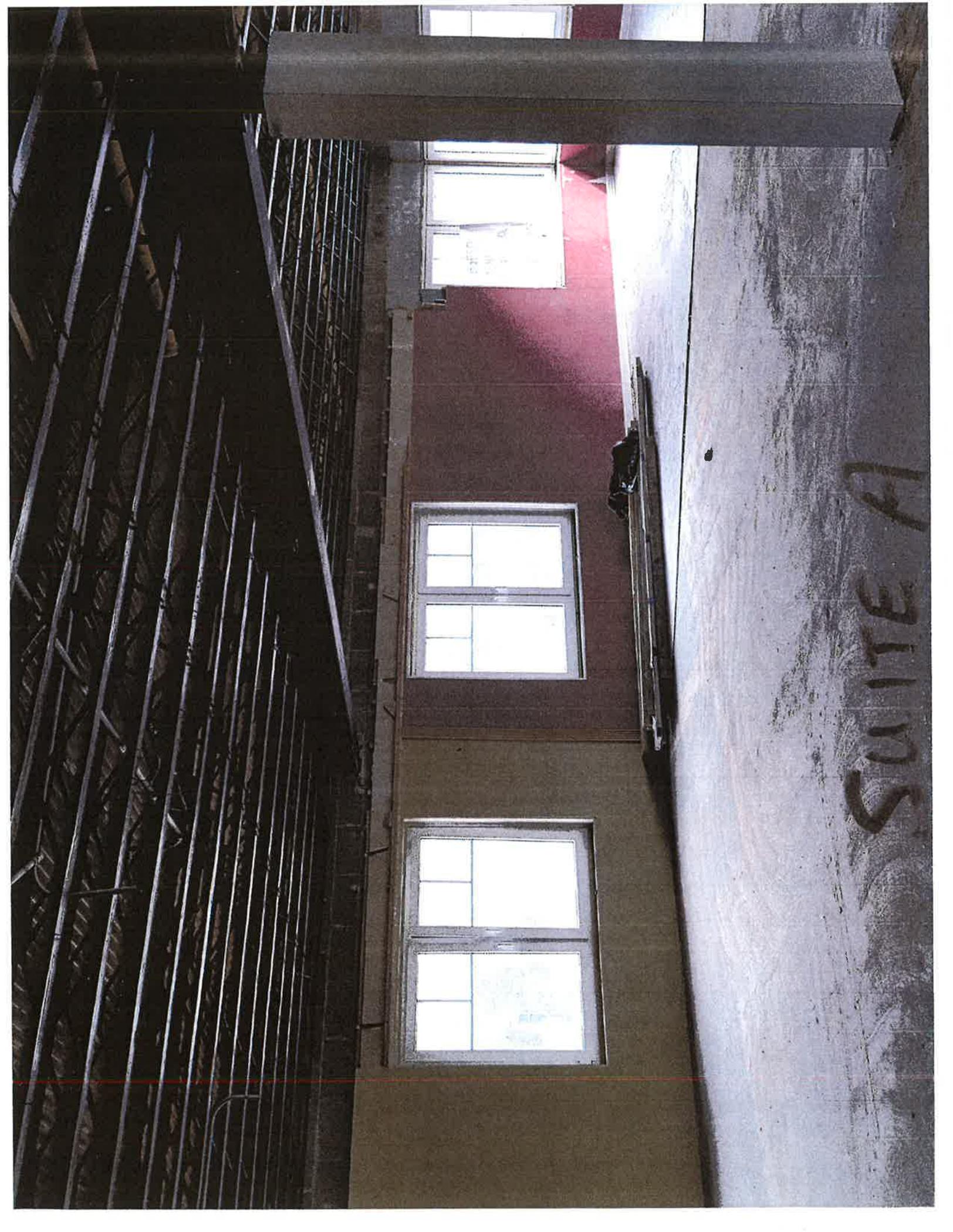


INTERIOR ALTERATIONS FOR:
**K&S
INVESTMENTS**

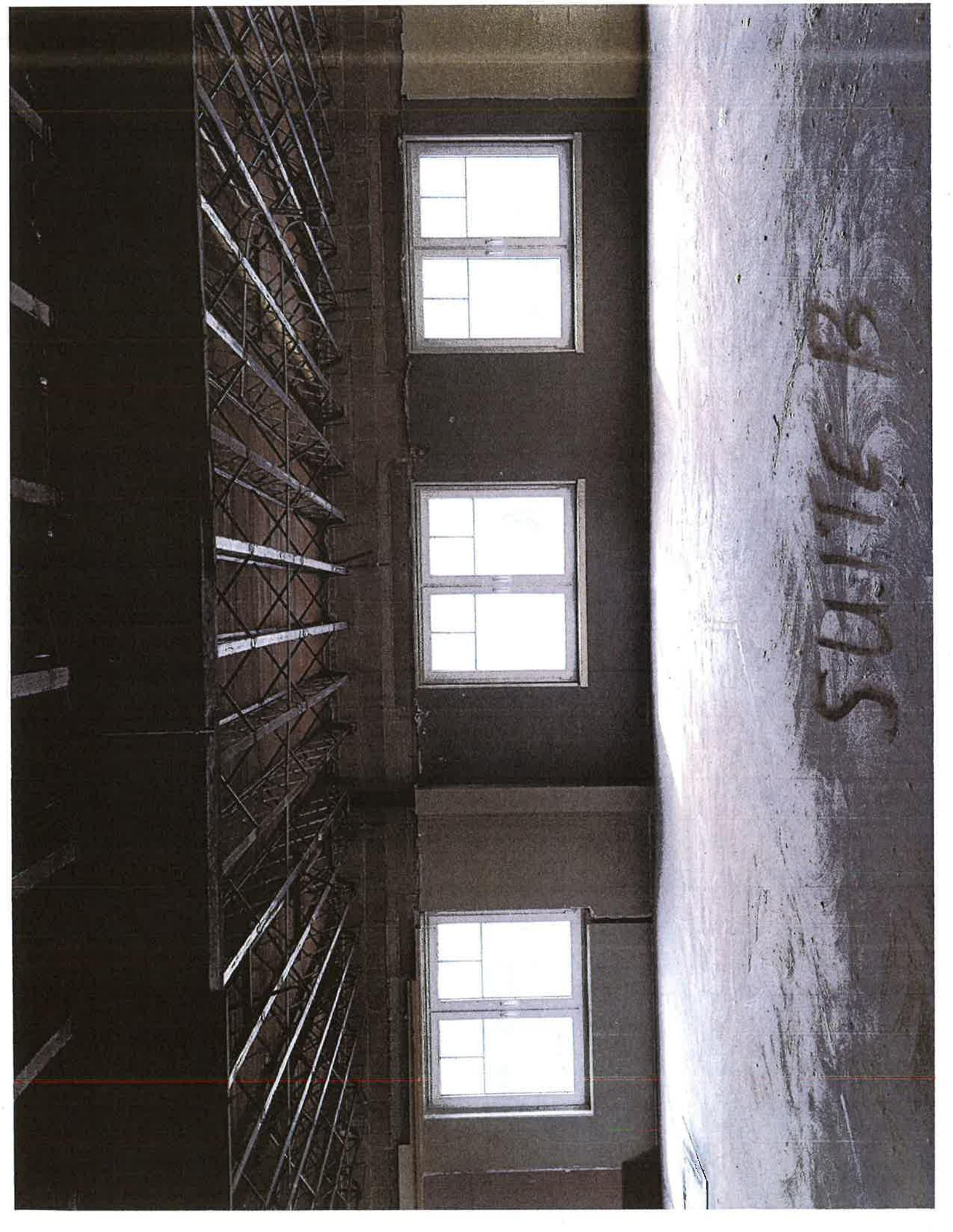
PROPOSED 2ND FLOOR PLAN

Project No.	15.005
Date	03.06.2015

A01

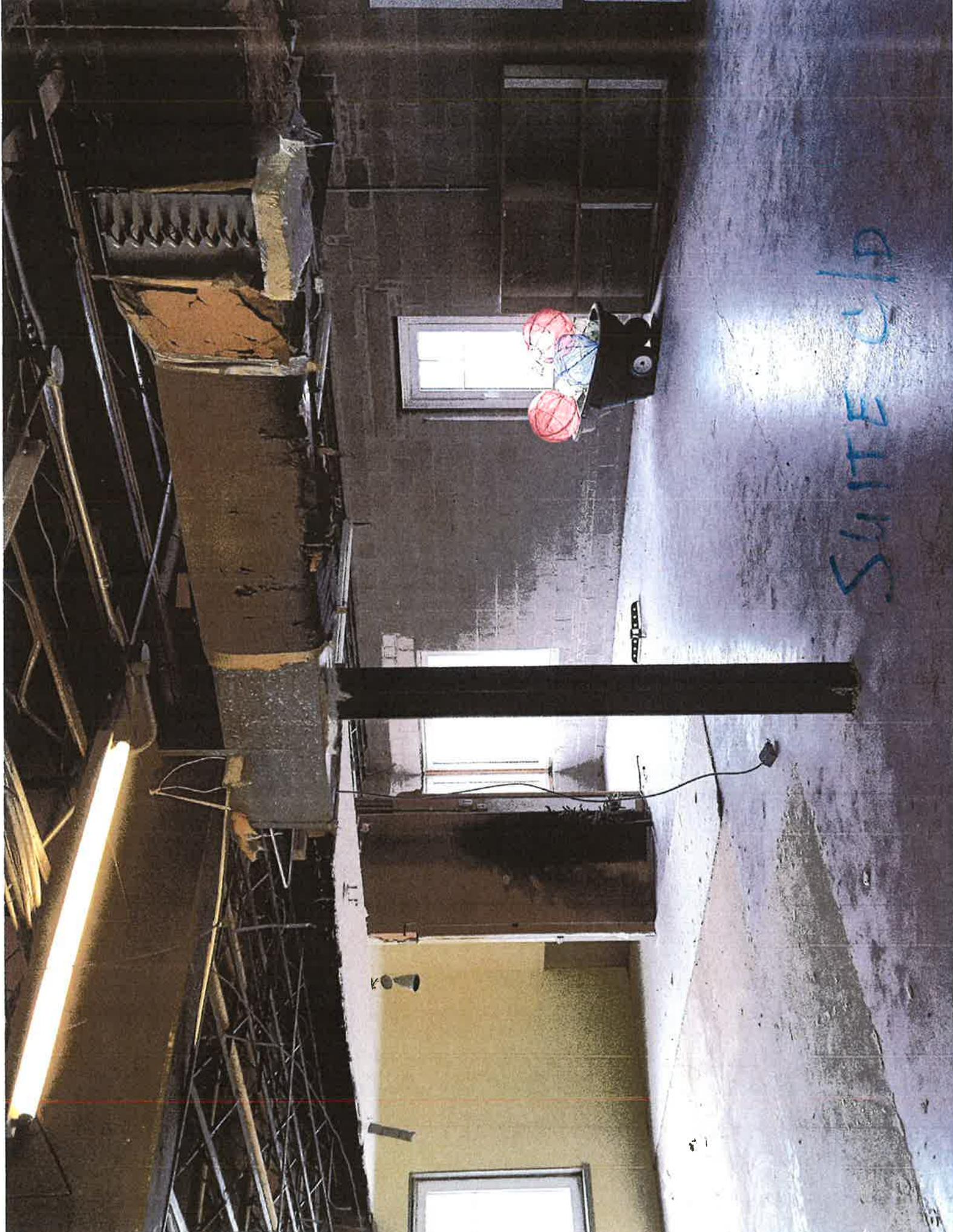


SUITE A





SUITE 11D



SUITE 410





SUITE E



EXTERIOR / ENTRANCE



August 11, 2017

Mr. Tom Stuhlmacher
Winkie's / K&S Investments
629 E Silver Spring Dr.
Whitefish Bay, WI 53217

Re: 2nd Floor Alterations

Dear Tom,

We propose to complete the 2nd floor alterations per your plans and our walkthrough. The cost to complete this work is **one Hundred Thirty-Five Thousand and Eight hundred Dollars \$ 135,800.**

Please note the following clarifications:

- 1) We have figured that work will be completed during regular hours. With the exception that the ceiling painting has been figured for off hours work due to the odors.
- 2) We have not included any hazardous material removal. *pipes in C&D*
- 3) We have included costs for the architectural fees in our proposal.
- 4) We include for Suite A; drywall repair of the exterior wall above the windows, sound insulated drywall partitions per the plan, acoustical reveal edge drop ceiling at approximately 8', painting of the walls, a sink and 8' of base cabinets and countertop, six (6) flush oak wood doors with hollow metal frames, door hardware, HVAC per Joe DeBelak proposal, and electrical. The electrical includes (10) lay-in LED light fixtures and outlets; the electrical panel has been figured to be located in the Mechanical room. Flooring has been figured to be taken care of by others.
- 5) We include the plumbing work for the sink in Suite A, a hub drain for the furnace condensate and a 20 gallon water heater to be located in the cabinet by the sink.
- 6) We have figured being able to access an existing chase for install of water and waste piping, and gas piping. We have not figured any additional drywall chases in the space below.
- 7) We include for Suite B; drywall partitions per the plan without drywall and sound insulation on the inside of the suite walls, one (1) flush oak wood door with a hollow metal frame, and door hardware. We have not figured any HVAC, electrical, or flooring work in this space.
- 8) We include for Suite C&D; sound insulated drywall demising wall partitions per the plan, open ceiling with a spray applied epoxy paint, painting of the walls, one (1) flush oak wood door with a hollow metal frame, door hardware, HVAC per Joe DeBelak proposal, and electrical. The electrical includes a light fixture allowance of \$2,000 and outlets; the electrical panel has been

13545 Watertown Plank Rd Elm Grove, WI 53122
p 262.359.9000 c 414.758.9053 f 262.468.3028 e wes@wesallenconstruction.com

General Contractor | Design Build

figured to be located in the Mechanical room. Flooring has been figured to be taken care of by others. The existing masonry block exterior walls have been figured to remain.

- 9) We include for Mechanical Room, Corridor, and Suite E; sound insulated drywall partitions per the plan, acoustical reveal edge drop ceiling at approximately 8' in the corridor adjacent to A and C only, open ceiling in the mechanical room, painted ceiling in Suite E and adjacent corridor, painting of the walls, Five (5) flush oak wood doors with hollow metal frames, door hardware, HVAC per Joe DeBelak proposal, and electrical. The electrical includes lay-in LED light fixtures in the acoustical ceiling areas and flat panel LED at the plaster ceiling areas, and outlets; the electrical panel has been figured to be located in the Mechanical room. Flooring has been figured to be taken care of by others.
- 10) We include wall and ceiling demo as discussed.
- 11) We include cleanup, permits, and dumpsters. We include state plan review fees and North Shore Fire Department permit costs.
- 12) We include utilizing the elevator for moving materials to the space.
- 13) We include an allowance of \$2,500 for fire alarm system work.
- 14) We have not figured any flooring work in this proposal.
- 15) Please note we have not figured individual metering of these spaces.
- 16) We have figured that the existing HVAC unit and ductwork will be removed by others.

We propose to remove the existing glass entrance door at the street and replace with a new glass system to match the doors to the west. We include drywall patching over the brick to the new entrance system in the vestibule area. The new glass system will be located toward the exterior wall, this is based on the assumption that the foundation extends out to this point on the building. The cost for this work is **Six Thousand Four hundred Fifty Dollars \$ 6,450.**

Alternate #1 – We have figured one electrical panel to serve the added areas. If separate panels are desired for each space the added cost would be \$2,200.

Alternate #2 – We have included painting the rusty existing ceiling deck with an epoxy paint during off hours for odor control; if an oil based paint is acceptable and painted during normal working hours the deduct would be (-\$880).

We appreciate the opportunity to provide this proposal for you, please feel free to contact me if you have any questions.

Sincerely,



Wes Nosek

Wes Allen Construction Co.



Productive Builders, Inc.

Commercial Construction ■ Residential Construction ■ Remodeling ■
Design-Build ■ Construction Management ■ Green Building Construction

June 16, 2017

K & S Investments
Attn: Tom Stuhlmacher
629 East Silver Spring Drive
Whitefish Bay, WI 53217

RE: Second Floor Suite Build Out

Dear Tom:

After reviewing your project, I have the following description of the work to be done in each suite along with a preliminary schedule of values. The final budget will depend on the final set of construction documents. It would be our intent to work with you to keep the construction costs within your budget.

The following is a brief description of the work to be completed for Suite A, B, C & D combined. Suite E and hallway as per plan furnished by owner.

Suite A

- To create three (3) offices in this area with a sink and cabinet area
- Metal studs, insulation and drywall
- Acoustical ceilings
- HVAC
- Electrical with separate metering
- Five (5) doors and six (6) window sills
- \$6,000.00 cabinet and top allowance
- Plumbing for sink and faucet
- ✕ • Carpet and vinyl baseboard
- Painting and finishing
- Door hardware

Suite B

- Metal studs, insulation and drywall
- Minimal electrical with separate metering
- No HVAC
- One (1) door

Suite C & D Combined One Large Unit

- Metal studs, insulation and drywall
- Patch exterior walls and install trim
- HVAC
- Electrical with separate metering
- Two (2) doors
- Seven (7) window sill

Suite E

- Metal studs, insulation and drywall
- One (1) door
- Minimal electrical

Hallway

- Metal studs, insulation and drywall
- Four (4) doors
- Acoustical ceiling
- Electrical
- ✕ • Carpet and vinyl baseboards
- Painting and finishing

Mechanical Room?

General

- Architectural
- Permit, state and local
- Demolition and dumpster

Total amount \$156,067.00

Tom, thank you for the opportunity to present our preliminary bid. We would value the opportunity to work with you on your project.

Sincerely,



Rod Kilian
President



Productive Builders, Inc.

Commercial ■ Residential ■ Remodeling ■ Construction Management ■ General Contracting

Proposed Schedule of Values
K & S Investments
629 E. Silver Spring Dr.
Whitefish Bay, WI
Dated June 16, 2017

Architect/Plans	5,500.00
Permits	3,000.00
Demolition/Dumpsters	2,880.00
Lumber	1,500.00
Rough Carpentry, Metal Studs, Insulation, Drywall	29,000.00
Finish Carpentry	9,490.00
Roofing/Patching	1,200.00
HVAC (DeBelak)	27,190.00
Plumbing	1,800.00
Electrical	15,980.00
Fire Alarms	By Owner
Millwork, Doors and Window Sills	8,375.00
Hardware	1,875.00
Cabinets	5,000.00
Tops	1,000.00
Acoustical Ceiling	5,350.00
Carpet, Vinyl Baseboards	7,800.00
Painting/Staining	9,000.00
Cleanup	1,800.00
Miscellaneous and Contingencies	2,000.00
Supervision/Contractor's Fee	<u>16,327.00</u>
Total	156,067.00



CONSTRUCTION BUDGET

To: Tom Stuhlmacher
629 E. Silver Spring Dr.
Whitefish Bay, WI

Date: August 10, 2017
Proposal: 1723128
Project: 2nd Floor Renovation

Constructive Solutions, Inc. proposes to furnish necessary labor, materials and supervision to perform the following work:

1. **General Conditions** to include: supervision, dumpsters, deliveries, hauling, daily clean-up, and final clean-up.
2. **Suite A:**
 - a. Demolition:
 - i. Remove and dispose of free floating flooring in North East corner of space.
 - ii. Remove and dispose of existing drywall on furred walls in Suite A area. (Other suits to remain as-is)
 - iii. Remove and dispose of bump-out for plumbing along stairwell wall.
 - b. Studs/Drywall:
 - i. Furnish and install demising wall to separate Suits A and B using 3 5/8" steel studs, insulation, and one layer of 5/8" drywall on one side from floor to deck.
 - ii. Furnish and install new walls to create three (3) offices, Storage Rm, and Closet using 3 5/8" steel studs, insulation, and one layer of 5/8" drywall on both sides from floor to 6" above ceiling.
 - iii. Furnish and install bump-out for existing plumbing on stairwell wall. (bump-out to run length of cabinets to flat surface for cabinet installation)
 - iv. Patch existing drywall around column.
 - v. Furnish and install drywall on furred walls, include drywall returns around all windows in Suite A. (6 total) (Includes additional furring strips as needed)
 - vi. Tape and finish all new drywall.
 - c. Doors/Hardware:
 - i. Furnish and install five (5) new 3070 HM door frames for three (3) offices, storage, and closet with the following:
 - (a) 3070 unfinished paint grade solid core door
 - (b) (3) BB hinges each
 - (c) Schlage Saturn AL 626 lockset.
 - d. Millwork:
 - i. Furnish and install four (4) new standard plam base cabinets.
 - ii. Furnish and install one (1) new plam top.
 - e. Ceiling Work:
 - i. Furnish and install new standard ceiling grid throughout suite.
 - ii. Furnish and install new 2x4 square layin ceiling tile.
 - f. Painting:
 - i. Paint all walls throughout Suite A.
 - ii. Paint all doors and frames in Suite A. (5 total)
 - g. Flooring:
 - i. Furnish and install direct glue down broadloom carpet Throughout Suite A. (Others suites to remain as-is, and corridor/stairwell area to be done by owner)
 - ii. Furnish and install new 4" vinyl cove base along all walls.

Suite A cont:

- h. Electrical:
 - i. Furnish and install 100amp panel.
 - ii. Furnish and install meter reader.
 - iii. Install disconnect switch.
 - iv. Power up furnace and condenser.
 - v. Furnish and install twenty four (24) 2x4 LED Troffer fixtures and wall switches throughout Suite A.
 - vi. Furnish and install 20A duplex receptacles throughout Suite A.
 - vii. Furnish and install (1) GFI outlet at cabinets.
 - viii. Provide power for electric water heater
 - ix. Furnish and install one (1) single face exit light.
- i. Plumbing:
 - i. Furnish and install new standard single bowl sink and faucet in cabinet.
 - ii. Furnish and install electric water heater.
- j. HVAC:
 - i. Furnish and install 60,000BTHU high efficiency furnace.
 - ii. Furnish and install 2.5ton condensing unit and upflow evaporator coil.
 - iii. Furnish and install one (1) 50' lineset.
 - iv. Furnish and install 4" filter assembly.
 - v. Furnish and install one (1) 6" motorized fresh air dampener.
 - vi. Furnish and install 2" concentric vent.
 - vii. Furnish and install Honeywell TH8110R programmable thermostat.
 - viii. Furnish and install one (1) Broan ceiling exhaust fan.
 - ix. Furnish and install four (4) supply diffusers/grilles.
 - x. Furnish and install three (3) transfer grilles.
 - xi. Furnish and install one (1) return grille.

Suite A Notes:

- All work for door and frame to corridor will be covered in Corridor & Stairwell section.
- Includes all gas piping, ductwork, and low voltage wiring for HVAC work.

3. Suite B:

- a. Stub empty conduit through roof for future condenser.
- b. Power up new furnace on an existing public circuit. (No panel or meter figured at this time)
- c. HVAC:
 - i. Furnish and install 60,000BTHU high efficiency furnace.
 - ii. Furnish and install 2.5ton upflow evaporator coil.
 - iii. Furnish and install 4" filter assembly.
 - iv. Furnish and install one (1) 6" motorized fresh air dampener.
 - v. Furnish and install 2" concentric vent.
 - vi. Furnish and install Honeywell TH8110R programmable thermostat.
 - vii. Furnish and install one (1) Broan ceiling exhaust fan.

Suite B Notes:

- Everything inside Suite B to remain as-is.
- Drywall to be on corridor wall only (included in Corridor & Stairwell section) for fire rating, all other demising walls to be framed only.
- Includes all gas piping, ductwork, and low voltage wiring for HVAC work.
- Does not include any lighting or power inside of suite.
- Does not include a condenser on the roof.

4. Suite C/D:

a. Demolition:

i. Remove and dispose of section of drywall ceiling and walls in existing open area.(approx 10 lf walls, and 70sqft ceiling)

leave ii. Remove and dispose of sink cabinet and top.

b. Studs/Drywall:

i. Furnish and install new demising wall to separate Suite B and Suite C/D using 3 5/8" steel studs, insulation, and one layer of 5/8" drywall on one side from floor to deck.

ii. Patch major imperfections in existing plaster and drywall. (minor imperfections to remain as-is)

iii. Patch existing plaster where walls/ceiling were removed.

iv. Tape and finish new drywall and patches.

c. Millwork:

i. Furnish and install trim board on top of existing plaster wall on top to give it a more finished look

d. Painting:

i. Paint existing plaster and block walls, and new drywall walls.

ii. Paint exposed corrugated deck, bar joists and duct work.

e. Electrical:

i. Furnish and install two (2) 100Amp single phase panel.

ii. Furnish and install (2) meter readers.

iii. Furnish and install six (6) 8' chain hung light fixtures and switch.

iv. Provide power to two (2) gas furnaces

v. Provide Power to two (2) rooftop condensing units.

vi. Furnish and install (2) disconnect switches.

vii. Furnish and install 20amp convenience outlets.

f. Plumbing:

removed i. Remove and dispose of sink/faucet and drain.

ii. Cap plumbing where sink was removed.

g. HVAC:

i. Furnish and install two (2) 60,000BTHU high efficiency furnaces.

ii. Furnish and install one (1) 2.5 ton condensing unit.

iii. Furnish and install one (1) 2 ton condensing unit.

iv. Furnish and install two (2) 3 ton upflow evaporator coil.

v. Furnish and install two (2) 50' lineset.

vi. Furnish and install two (2) 4" filter assembly.

vii. Furnish and install one (2) 6" motorized fresh air dampener.

viii. Furnish and install two (2) 3" concentric vent.

ix. Furnish and install two (2) Honeywell TH8110R programmable thermostat.

x. Furnish and install two (2) Broan ceiling exhaust fan.

xi. Furnish and install ten (10) supply diffusers/grilles.

xii. Furnish and install two (2) return grilles.

Suite C/D Notes:

- Does not include trimming of existing windows.
- Drywall around columns to remain as-is.
- Door and frame to corridor will be covered in Corridor & Stairwell section.
- Flooring to remain as-is. (concrete floor, no base)
- Includes all gas piping, ductwork, and low voltage wiring for HVAC work.
- Existing block walls to remain as is. (No furring)

5. Corridor & Stairwell:

- a. Demolition:
 - i. Remove and dispose of one (1) existing door and frame at stairwell.
 - ii. Remove and dispose of walls and drywall ceiling as show up to the existing column/beam change.
- b. Studs/Drywall:
 - i. Furnish and install furred wall along south stairwell for electrical.
 - ii. Furnish and install new 1hr fire rated walls to create corridor using 3 5/8" steel studs, insulation and one layer of 5/8" drywall both sides from floor to deck.
 - iii. Furnish and install new wall to create Mechanic Room using 3 5/8" steel studs, insulation and one layer of 5/8" drywall both sides from floor to deck. (We do not include extending existing walls to the deck for this room. If required per code we will do on a time and material basis.)
 - iv. Patch minor scratches and dents in existing walls in corridor and stairwell. Prep for paint.
 - v. Tape and finish new walls.
- c. Doors/Hardware:
 - i. Furnish and install eight (8) new 3070 HM door frames for new suits, new storage rooms, existing storage rooms, and mechanical room with the following:
 - (a) 3070 unfinished paint grade solid core door
 - (b) (3) BB hinges each
 - (c) Schlage Saturn AL 626 lockset.
 - ii. Furnish and install one (1) set of 6070 double doors with the following:
 - (a) (1) pair of 3070 unfinished paint grade solid core doors
 - (b) (6) BB hinges.
 - (c) Schlage Saturn AL 626 lockset.
 - (d) Surface bolt on inactive door.
- d. Ceiling Work:
 - i. Furnish and install new standard ceiling grid throughout corridor.
 - ii. Furnish and install new 2x4 square layin ceiling tile.
- e. Painting:
 - i. Paint all walls in corridor area and stairwell.
 - ii. Paint all new doors and frames. (10 Total)
- f. Electrical:
 - i. Tap off of an existing panel on 2nd floor and run new 400amp feeder over to a J Box in the mechanical room for the (4) new suites.
 - ii. Furnish and install five (5) LED Troffer fixtures in corridor.
 - iii. Furnish and install 4' chain hung light fixtures and switches in Storage and Mechanical rooms. (3 total)
 - iv. Furnish and install four (4) Exit EBUs
 - v. Furnish and install elevator night light.
- g. Plumbing:
 - i. Furnish and install floor drain in Mechanical Room.
- h. HVAC:
 - i. Remove and dispose of portions of air handler to accommodate new wall.

Corridor & Stairwell Notes:

- Flooring and base to be done by others.
- We assume all walls being removed are non structural.
- We do not include finishing or patching back in any wall or ceiling finishes back into the new corridor demising walls. We will demo out what is needed to build new corridor walls only.
- We do not include creating the new mechanical room to be fire rated.

6. Entrance:

- a. Demo:
 - i. Remove and dispose of existing glass entrance door at stairwell.
 - ii. Remove and dispose of existing ceiling as high up as possible
- b. Studs/ Drywall:
 - i. Furnish and install new drywall ceiling / soffit as high as possible.
 - ii. Patch drywall around electrical access.
 - iii. Patch walls where existing door was removed
 - iv. Tape and finish new drywall.
- c. Glazing:
 - i. Furnish and install new aluminum framed glass entrance with transom above. Match rest of building for finish, style, and hardware.
- d. Flooring:
 - i. Remove and dispose of existing flooring at bottom of stairs to new doorway.
 - ii. Prep floors for new tile.
 - iii. Furnish and install new ceramic tile at bottom of stairs to new doorway.
- e. Electrical:
 - i. Cap exposed electrical boxes and conduit in wall, and provide access cover.
 - ii. Furnish and install new light fixture in ceiling.
 - iii. Furnish and install outdoor wall mounted egress light.

Entrance Notes:

- Does not include any flooring work on staircase.

Our budget price for all labor and materials is the net sum of One Hundred Ninety-Eight Thousand Nine Hundred Forty Dollars. (\$198,940.00)

General Notes:

- We do not include any architectural fees, drawings or building permit at this time. We will do these on a time and material basis if owner would like to go through us for this service. (Budget approx. \$4,000.00)
- All work to be performed during regular business hours.
- All loose or personal items throughout area of work to be removed by others prior to start.
- Price does not include 2-hour fire rated wall in corridor or fire dampers in ductwork. If required these can be added at an additional cost.
- Fire alarms to be done by owner.
- Data work to be done by others.
- Flooring and base in corridor and stairwell to be done by owner.
- Material will need to be boomed in through windows along side street.
- Asbestos or any hazardous materials to be tested and removed by others prior to us starting.
- We do not include anything that is not expressed herein.

Alternate #1 / Complete Removal of Old HVAC Unit:

1. Completely remove old HVAC unit in-lieu of partial removal, which includes the following:
 - a. Remove and dispose of hydronic unit heater and piping.
 - b. Remove and dispose of existing duct in future corridor.
 - c. Remove and dispose of hydronic coil and piping, cap and abandon piping.
 - d. Drain and fill hydronic system.

ADD for all labor and materials the net sum of Three Thousand One Hundred Seventy-Five Dollars.
(\$3,175.00)

Alternate #2 / Suite B – Reader Meter and Panel:

1. Furnish and install reader meter and 100amp panel and power up the furnace on this panel.

ADD for all labor and materials the net sum of One Thousand Three Hundred Twenty Dollars.
(\$1,320.00)

Construction Budget Breakdown:

General Conditions:	\$ 5,780.00
Suite A:	\$ 69,444.00
Suite B:	\$ 9,958.00
Suite C/D:	\$ 45,962.00
Corridor & Stairwell:	\$ 59,835.00
<u>Entrance:</u>	<u>\$ 7,961.00</u>
Total:	\$198,940.00

Alternate #1:	\$ 3,175.00
<u>Alternate #2:</u>	<u>\$ 1,320.00</u>
Total w/ Alternates:	\$203,435.00

Terms of Payment

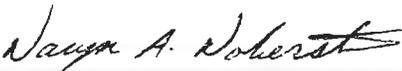
Progress invoices are to be made as work progresses. Final invoices will be made at the completion of the project. All invoices are due within ten (10) days of invoice date. Interest at a rate of 1.5% per month will be charged on all delinquent payments.

Terms of Contract

A 25% down payment required on all orders. This proposal is subject to written acceptance within thirty (30) days of date. There are no representations, promises, warranties, agreements, or understandings not expressed herein.

ACCEPTANCE SIGNATURE

DATE



CONSTRUCTIVE SOLUTIONS, INC.

Daryn A. Doberstein
President



Proposal for Fire Alarm Addition

**K and S Investments
629 E Silver Spring Dr
Whitefish Bay, WI 53217**

06/19/2017

This Tyco Integrated Security Proposal (the "Proposal") contains Tyco proprietary and business confidential information and may not be shared with third parties without the prior written consent of Tyco. Tyco's provision of the equipment, systems, and/or services described in this Proposal is expressly conditioned upon Company's acceptance of the terms and conditions of the standard Tyco Integrated Security "AGREEMENT" COMMERCIAL TERMS AND CONDITIONS posted on <http://www.tycois.com/standardtandc>. The system design and specified equipment are subject to final approval by your local fire department or other authority having jurisdiction. This Proposal is valid for a period of sixty (60) days from the above date and any deletions or additions to this Proposal may result in changes to the pricing and/or terms and conditions.

Inquiries regarding this proposal may be directed to:

Laura Kukuk
Tyco Integrated Security
Phone #: 262-794-4955
Cell Phone #: 262-337-2211
Email: lkukuk@tyco.com



K and S Investments
629 E Silver Spring Dr
Milwaukee, WI 53217

Estimate Name: K&S Investment add on FA 6-28-16

Date: 06/19/2017

Dear Terry Stuhlmacher:

Thank you for allowing Tyco Integrated Security (Tyco) the opportunity to provide K and S Investments with our proposal for a Fire Alarm Addition.

As an industry leader, Tyco's desire is to bring experience, industry insight and value to our customers by providing solutions that deliver lasting results while help keeping risk to a minimum. Your business is our business and helping to reduce your losses while improving operations means Tyco is consistently evaluating your issues and needs.

Tyco provides integrated security solutions to businesses like yours throughout the world. In North America, Tyco maintains over 200 full-service brick and mortar offices, staffed by more than 10,000 company-trained employees, including over 3,700 service personnel. With unparalleled presence across the U.S., Tyco service and installation teams are specially trained and focused on our technology offerings.

We are proud of our history, financial strength and depth and breadth of services we offer and I look forward to discussing our proposal with you and showing you why Tyco is the premier leader in the electronic security industry.

I offer you my personal commitment to help ensure Tyco meets your business needs.

Sincerely,

Laura Kukuk
Commercial Business Solutions

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TYCO INTEGRATED SECURITY CONFIDENTIAL AND PROPRIETARY BUSINESS INFORMATION

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SCOPE OF WORK FOR: K and S Investments

This proposal presented by Tyco is being provided at the request of K and S Investments to successfully meet the specifications of the Fire Alarm Addition Project at the 629 E Silver Spring Dr., Whitefish Bay WI 53217 location.

We propose to install and maintain a Fire Alarm system which will consist of the following:

Contact Information:	Terry Stuhlmacher - owner Mobile - 414-881-3771 Site - 414-964-2130
System Operation:	Tyco will install additional fire alarm devices for the new second floor suite. There will be smoke detectors throughout and notification devices in the occupied areas. There will be a new NAC power supply to accommodate for the new notification devices. Tyco will connect the new initiation devices (smoke detectors) to the existing data loop in second floor common hallway. The main control panel is located in the basement next to the store.
Programming Info:	Tyco technician to program new notification devices into existing vista 128.
Site Conditions:	This is a two story commercial building with 3 stories above Winkies. These are separate store fronts within one building. The new devices to go on 2nd Floor above Winkies. The entire building is 100 ft by 150 ft. the ceiling is 12 ft open bar joist with dry wall on walls.
Existing Equipment:	Vista 128 control panel. 74 Smoke Detectors 8 Heat Detectors 16 Manual Pull Stations 1 Annunciator 26 Horn Strobes
Customer Expectations:	Tyco Installation to occur during normal business hours 8:00 am to 4:30 pm Mon - Fri.
Training Expectations:	Tyco technician to do any necessary training.
General Comments:	The village White Fish Bay requires a low voltage electrical permit and it is included in this design proposal along with North Shore Fire Department Permit.

TYCO INTEGRATED SECURITY CONFIDENTIAL AND PROPRIETARY BUSINESS INFORMATION

Page 3 of 6

Customer Responsibilities /
Tyco Exclusions:

Customer responsible to provide and maintain the following:

- a) Free and clear access to all cabling routes.
- b) Personnel available during installation and for any training after installation.
- c) Power for panel and NAC power supply.

Documentation Needs:

Customer to sign off at completion of installation.

BILL OF MATERIALS FOR K and S Investments

K&S Investment Fire Alarm System Addition

QTY	PRODUCT CODE	DESCRIPTION	LOCATION
1	AS NOW INSTALLED:	Vista 128 Control with annunciator	
74	AS NOW INSTALLED:	Smoke Detectors	
8	AS NOW INSTALLED:	Heat Detectors	
16	AS NOW INSTALLED:	Manual Pulls	
26	AS NOW INSTALLED:	Horn Strobes	
1	TO BE INSTALLED:	The Following to be installed:	
1	FCPS-24FS8-A8	24 Volt, 8 Amp Remote Power Supply 4 Class B or A (with ZNAC-4 module)	In the basement next to Main control panel
1	Sub Contractor	Absolute Power and Data to hardwire NAC panel on a dedicated, labeled, and locked circuit.	
6	P2R	Red, two-wire horn strobe with settings of 15, 15/75, 30, 75, 95, 110 and 115 cd	
6	SBBCR	Ceiling Mount Surface Back Box, Red	
2	477967	Battery, Sealed Lead-Acid, 12 Volt, 7.0Ah	
1	4193SN	Minature VPLEX Serial Interface Device (converts any hardwired device to VPLEX)	
1	Permit Fees	NSFD Permit	
1	Permit Fees	Whitefish Bay low voltage permit pulled by Absolute Power and data	
1		Acceptance test	
1	Programming	Programming	
11	5193SDT	SMOKE DET,PHOTO,THERMO,VPLEX 5193SDT	



K and S Investments
629 E Silver Spring Dr
Milwaukee, WI 53217
Estimate Name: K&S Investment add on FA 6-28-16

PAYMENT SUMMARY

Outright Sale Option

-Provides your business with ownership of the electronic security equipment upon purchase.

Installation Investment Package:	\$8,232.85
Total Monthly Payment Including Preferred Services:	\$ 292.42/month

TYCO INTEGRATED SECURITY CONFIDENTIAL AND PROPRIETARY BUSINESS INFORMATION

Page 6 of 6

PROPOSAL / CONTRACT

MP 246187

Joe DeBelak® Plumbing & Heating Co. Inc.

PLUMBING – HEATING – AIR CONDITIONING – SEWER CONSTRUCTION

W143 N9358 Henry Stark Road
Menomonee Falls, WI 53051
Phone 262-251-2630 – Fax 262-251-0801

Proposal Submitted To K & S INVESTMENTS	Phone	Date MAY 24, 2017
Street 629 E. SILVER SPRING DRIVE	Job Name SUITES A & C	
City, State, Zip WHITEFISH BAY, WI 53217	Job Location	

We hereby submit specifications and estimates for:

REVISED - HVAC

SUITE A

1 - COMFORTMAKER® 60,000 BTUH HIGH EFFICIENCY FURNACE
1 - COMFORTMAKER® 2.5 TON CONDENSING UNIT
1 - CASED 2.5 TON UPFLOW EVAPORATOR COIL
1 - 50' LINESET
1 - 4" FILTER ASSEMBLY
1 - 6" MOTORIZED FRESH AIR DAMPER
1 - 2" CONCENTRIC VENT
1 - HONEYWELL® TH8110R PROGRAMMABLE THERMOSTAT
1 - BROAN® CEILING EXHAUST FAN
4 - SUPPLY DIFFUSERS/GRILLES
1 - RETURN GRILLE
NECESSARY GAS PIPE
NECESSARY DUCTWORK
NECESSARY LOW VOLTAGE
NECESSARY VENTING
NECESSARY PLAN AND PLAN APPROVAL
NECESSARY LOCAL PERMIT, MATERIAL AND LABOR

PRICE: **\$11,389.00**

SUITE C

1 - COMFORTMAKER® 100,000 BTUH HIGH EFFICIENCY FURNACE
1 - COMFORTMAKER® 4.0 TON CONDENSING UNIT
1 - CASED 4.0 TON UPFLOW EVAPORATOR COIL
1 - 50' LINESET
1 - 4" FILTER ASSEMBLY
1 - 6" MOTORIZED FRESH AIR DAMPER
1 - 3" CONCENTRIC VENT
1 - HONEYWELL® TH8110R PROGRAMMABLE THERMOSTAT
1 - BROAN® CEILING EXHAUST FAN
6 - SUPPLY DIFFUSERS/GRILLES
1 - RETURN GRILLE
NECESSARY GAS PIPE
NECESSARY DUCTWORK
NECESSARY LOW VOLTAGE
NECESSARY VENTING
NECESSARY PLAN AND PLAN APPROVAL
NECESSARY LOCAL PERMIT, MATERIAL AND LABOR

PRICE: **\$12,914.00**

SECOND FLOOR HVAC DEMO

REMOVE HYDRONIC UNIT HEATER AND PIPING, REMOVE DUCT IN FUTURE CORRIDOR, REMOVE HYDRONIC COIL AND PIPING, CAP ABANDONED HYDRONIC PIPING, NECESSARY DRAIN AND FILL HYDRONIC SYSTEM, NECESSARY MATERIAL AND LABOR, PRICE: **\$2,887.00**

NOTE

FIRE/SMOKE DAMPERS NOT INCLUDED – THESE MAY BE REQUIRED FOR DUCTS THROUGH CORRIDOR

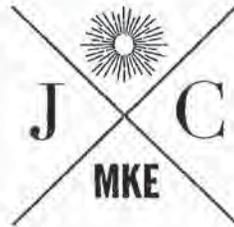
If contract is accepted, please sign and return to our office.

AS REQUIRED BY THE WISCONSIN CONSTRUCTION LIEN LAW, BUILDER HEREBY NOTIFIES OWNER THAT PERSONS OR COMPANIES FURNISHING LABOR OR MATERIALS FOR THE CONSTRUCTION ON OWNER'S LAND MAY HAVE LIEN RIGHTS ON OWNER'S LAND AND BUILDINGS IF NOT PAID. THOSE ENTITLED TO LIEN RIGHTS, IN ADDITION TO THE UNDERSIGNED BUILDER, ARE THOSE WHO CONTRACT DIRECTLY WITH THE OWNER OR WHO GIVE THE OWNER NOTICE WITHIN 60 DAYS AFTER THEY FIRST FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION. ACCORDINGLY, OWNER PROBABLY WILL RECEIVE NOTICES FROM THOSE WHO FURNISH LABOR OR MATERIALS FOR THE CONSTRUCTION, AND SHOULD GIVE A COPY OF EACH NOTICE RECEIVED TO HIS MORTGAGE HOLDER, IF ANY. BUILDER AGREES TO COOPERATE WITH THE OWNER AND HIS LENDER, IF ANY, TO SEE THAT ALL POTENTIAL LIEN CLAIMANTS ARE DULY PAID.

jordipher creative

Chris Feiereisen
CREATIVE DIRECTOR

Jordynn Feiereisen
MANAGING DIRECTOR



4843 North Elkhart Ave
Whitefish Bay, WI 53217

May 25, 2017

SUPPLEMENT TO CONDITIONAL USE APPLICATION

5. Statement of Intent

Jordipher Creative, LLC is seeking approval to occupy space at 5594 N Hollywood Ave, Whitefish Bay, WI 53217. This statement outlines the intended use of space that aligns with the needs of our business.

The approximate 1,925 square feet of space will be used for:

- Business operations
- Freelance media/marketing design
- Dance, theatre and music classes
- Creative services i.e. choreography, theatre production, consultations, etc.

7b. Plan of Operation

Jordipher Creative is an arts organization that offers group dance and theatre classes, individual coaching and creative services to individuals of all ages. It's target audience is the North Shore area, with youth attending in the North Shore, as well as adults interested in theatre, dance classes and performance. Creative play classes are also offered for young children and their parents. Creative services include marketing collateral, branding, video production and photography. Group activity classes will be offered after 3:00pm on weekdays and creative service work will take place during the daytime hours.

7c. Interior/Exterior Changes

NO exterior changes will be made.

Interior changes:

- Building owners to finish separation of office space on the 2nd floor with installation of walls and structure
- Install semi-permanent dance floor (wooden sprung floor with vinyl overlay)
- NO change to floor plan or ceilings (open concept)