

June 26, 2020

Art Fahey  
Director  
La Crosse Center

**RE: Amendment #6 to Standard Form of Agreement Between Owner and Architect  
La Crosse Center Expansion + Renovation – Furniture Design**

Dear Mr. Fahey,

This Amendment to the Agreement between I+S Group ("Architect") and City of La Crosse ("Client") for the professional services in connection with the La Crosse Center Expansion + Renovation project.

**Article 3 Scope of Consultant's Services**

3.1.12 Additional design services include research, selecting and specifying furniture.

**Article 11 Compensation**

11.2.1 Compensation for Additional Services (*but included in the project total budget*) related to the above mentioned scope will be based on the fee schedule included in the attached proposal.

Sincerely,



Kevin Bills AIA, LEED AP  
Architect

MARCH 2, 2020

Art Fahey  
La Crosse Center Director  
300 Harborview Plaza  
La Crosse, WI 54601  
608-789-7413  
afahey@lacrossecenter.com

ISG

## RE: LA CROSSE CENTER - FURNITURE DESIGN

Dear Art,

As La Crosse Center completes design and starts construction for your addition and newly renovated facility, ISG stands ready as your dedicated partner to continue to guide you through the process of selecting and specifying furniture. We appreciated meeting with you to learn about the needs of the stakeholders and are excited for the opportunity to work with you on the furniture selection.

ISG is eager to help create environments that inspire growth and success. Our goal is to help promote collaboration and engagement when designing environments. We believe these types of spaces can only be created through a collaborative design approach that engages all stakeholders. Based on our understanding of the use of your facility, ISG propose the following scope of services:

### SCOPE OF SERVICES

Our design process is an integral part of bringing your vision to life, and ISG will help La Crosse Center achieve predetermined goals by designing an environment that engages users to thrive and excel within their space.

Schematic and design development meetings with the stakeholders will help ISG further understand the specific uses for the space and provide time to discuss furniture options. ISG can provide furniture samples for review as requested and/or schedule showroom tours.

ISG does not represent a specific product or manufacturer; therefore, we provide options and solutions from multiple manufacturers to fit your scope of work and budget. When furniture is designed and bid to multiple dealers, ISG has found that this process regularly saves on costs of product and installation and allows the budget number to stretch further and afford more furniture items. With that in mind ISG will prepare drawings and specifications, send documents out for bid, consider alternative products, take and award bids, write contracts, facilitate purchase orders and verify installation to provide the best products for your budget.

### COMPENSATION

ISG proposes to provide the scope of services described within this proposal at a fee based on the sliding scale below:

Estimated design fee - **\$59,500** (Based off estimated furniture budget to be \$850,000).

FEE SCHEDULE FOR FURNITURE	
Owner/Contractor Contract and/or by Purchase Order	
Furniture Projects either done by Owner/Contractor or	
Purchase Order under \$50,000 will be billed hourly	
50,001 - 150,000	8.50
150,001 - 400,000	7.50
400,001 - 900,000	7.00
900,001 - 1,200,000	6.50
1,200,001 +	6.00

Note: When matching and/or coordination of existing furniture, fee schedule will be increased by 0.5%

ISG appreciates the opportunity to provide solutions tailored to meet the needs of the La Crosse Center. If you have any questions or would like more information on this proposal please feel free to reach out to me at any time. If you would like to move forward with this proposal you may sign the acknowledgment box below and return a copy to our office. We look forward to the opportunity to continue working with you to provide a collaborative approach, responsive service and timely delivery.

Sincerely,



**Kevin Bills, AIA**  
Architect  
[Kevin.bills@isginc.com](mailto:Kevin.bills@isginc.com)



**Mariah Langer, IIDA**  
Interior Designer  
[Mariah.langer@isginc.com](mailto:Mariah.langer@isginc.com)

#### ACKNOWLEDGEMENT OF ACCEPTANCE

Accepted this \_\_\_\_ day of \_\_\_\_\_, 2020

For: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

This proposal is valid for 30 days.