

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Sue Olson, Staff Engineer
Pete Neuberger, Staff Engineer

DATE: January 14, 2019

RE: Approval to single source and award the 2019I Valley Road Stormwater Management Alternatives Evaluation in an amount not to exceed \$37,400 and authorization to single source the future design contract and construction related services contract with McMahon Associates, Inc.

The Department of Public Works is requesting approval to single source and award the 2019I Valley Road Stormwater Management Alternatives Evaluation contract with McMahon Associates, Inc. in an amount not to exceed \$37,400, and approval to negotiate the future design contract and construction related services contract with McMahon Associates, Inc. to design and assist with constructing the selected alternative without an RFP process. After this contract, \$548,820 will remain in the stormwater consulting services budget.

Valley Road from just east of Memorial Drive to just west of Oneida Street is programmed for reconstruction in 2021 per an agreement with the City of Menasha and the Village of Fox Crossing. This reconstruction will change the street from a rural section with roadside ditches to an urban section with curb and gutter. The specific street cross section was approved in October 2018 through the standard public information and Municipal Services Committee processes.

Changing a street from a rural to an urban cross section requires appropriate stormwater management. There are multiple regulations to consider, including but not limited to, WDNR NR 151 water quality standards, City of Appleton, City of Menasha and Village of Fox Crossing stormwater ordinances, TMDL requirements and possibly wetland regulations. Before pavement design can be finalized, the stormwater management practices must be determined and coordinated with the paving design. Design and construction are subject to future contracts and Committee and Council approval.

Staff is recommending to single source this contract to McMahon Associates because of the amount of work that they have already completed in this watershed for all three communities. They worked on the Red Oak Ravine project for the City of Appleton and have a model of the watershed already developed from various previous projects. It would not be cost effective for another consultant to repeat work that McMahon has already completed.

The following tasks are included in the Stormwater Management Alternatives Evaluation:

- Attend up to six (6) meetings with the three communities, regulatory agencies and stakeholders
- Perform a wetland delineation within the Valley Road right-of-way
- Create a list of all applicable regulations and permits
- Update the existing XPSWMM model for water quantity and refine it for this small scale project
- Evaluate the existing conveyance system and proposed alternatives with the updated XPSWMM model
- Create a WinSLAMM model for water quality
- Evaluate up to three alternatives to address the runoff for quantity and quality

- Perform up to three iterations of each alternative based on discussions with municipalities and regulatory agencies
- Prepare a report and cost estimates
- Develop a cost allocation methodology for each alternative for the three communities

Since the design scope of the stormwater practice(s) selected to address the runoff cannot be accurately identified at this time, staff is also requesting approval to negotiate the contract for the design and development of construction bid documents with McMahon Associates, Inc., provided their work on the alternative evaluation is deemed satisfactory. This future design contract is subject to approval of the Utilities Committee and Common Council at the appropriate time. Construction Related Services, if needed, will be budgeted in 2020 and a future contract for those services will also be subject to the approval of the Utilities Committee and Common Council at the appropriate time.