

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: December 1, 2017 *CRITICAL TIMING*

RE: Award of 2017F Evergreen Drive and Alvin Street Stormwater Management Design and Permitting, in an amount not to exceed \$59,700, with McMahon Associates, Inc.

The Department of Public Works is requesting approval of the 2017F Evergreen Drive and Alvin Street Stormwater Management Design and Permitting contract with McMahon Associates, Inc. in an amount not to exceed \$59,700.

In June the Utilities Committee and Common Council approved a contract with McMahon Associates for Stormwater Management Alternatives Evaluation for the urbanization of Evergreen Drive and Alvin Street. On November 12, staff presented one of the alternatives developed by McMahon for discussion purposes. That alternative and two others remain viable options and discussions are continuing with Pathways Church on the available options.

The scope of services for the Design and Permitting contract includes the following:

- Assist the City with selecting an alternative for stormwater management. This includes modifying Alternative 5, up to three meetings with City staff and Pathways Church, and creating another alternative that combines pieces of current alternatives.
- Design the selected alternative, including preparing plans and specifications for bidding and construction.
- Update the XPSWMM and WinSLAMM models with the designs
- Meet with WDNR and other agency staff.
- Obtain permits from the WDNR, WDOT, and Town of Grand Chute
- Prepare an Operations and Maintenance Plan

- Preparation of a report and cost estimates
- Construction Related Services, including attending the pre-construction conference and calculation of earthwork quantities.

Since the design scope of the stormwater practice selected to address the runoff could not be accurately identified in the RFP process, the Request for Proposals stated, “*Upon successful completion of the evaluation and alternative selection, the Department of Public Works anticipates negotiating a contract with the same consultant for the design and construction activities without an RFP process.*” Also, the award of the contract in June stated “*Award of 2017D Evergreen Drive and Alvin Street Stormwater Management Alternatives Evaluation, in an amount not to exceed \$34,840, and authorization to single source the future design contract and construction related services contract, with McMahon Associates, Inc.*”. Therefore, the Department of Public Works is requesting approval of the 2017F Evergreen Drive and Alvin Street Stormwater Management Design and Permitting, in an amount not to exceed \$59,700, with McMahon Associates, Inc.