

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

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

DATE: December 3, 2018

RE: Approval to single source and award the 2019F Stormwater Consulting Services Contract for an UNPS Planning Grant application for the next City-wide stormwater management plan to Brown and Caldwell in an amount not to exceed \$6,850.

The Department of Public Works is requesting to single source and award the 2019F Stormwater Consulting Services Contract for an Urban Non-point Source (UNPS) Planning Grant application for the next City-wide stormwater management plan to Brown and Caldwell (BC) in an amount not to exceed \$6,850. After this contract, \$614,220 will remain in the 2019 stormwater consulting services budget.

The current Wisconsin Department of Natural Resources (WDNR) MS4 stormwater permit will expire April 30, 2019. The WDNR anticipates issuing the new permit May 1, 2019 and it will contain new requirements and milestones for meeting TMDL goals. Also, the 2015-2021 benchmarks to show continual progress in the 2014 City-wide stormwater plan included an update to the plan in 2020-2021. Furthermore, the City has been notified that UNPS Planning Grants are available for 2020.

Based on this information, staff will be requesting funds to update the City-wide stormwater management plan in the 2020 budget. The purpose of this contract is to submit a grant application to the WDNR to assist with this effort. Planning Grants are not available every year. Applications are due April 15, 2019. Award notifications are typically received in October and funds would be available January 2020. The city-wide plan update is anticipated to cost \$150,000 to \$200,000. The potential cost share is 50% up to a maximum of \$85,000.

Staff is recommending to single source the grant application to BC due to their long history of preparing successful grant applications, both for the City of Appleton and other communities, and their knowledge of the overall City of Appleton stormwater management program. The staff from BC involved with this project were also part of the 2014 City-wide Stormwater Management Plan development while employed at AECOM. Staff anticipates issuing a Request for Proposals in fall of 2019 for the 2020 update to the 2014 City-wide Stormwater Management Plan.