

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: May 4, 2016

RE: Award of Cotter Street Stormwater Management Alternatives Evaluation, in an amount not to exceed \$20,687, and authorization to single source the future design contract and construction related services contract, with RA Smith National, Inc.

The Department of Public Works is requesting approval of the Cotter Street Stormwater Management Alternatives Evaluation contract with RA Smith National, Inc. in an amount not to exceed \$20,687, and approval to negotiate the future design contract and construction related services contract with RA Smith to design and assist with constructing the selected alternative without an RFP process. After this contract, \$351,043 will remain in the stormwater consulting services budget.

Project Background

In January 2015, the current owner of the property at 1200 S. Perkins Street submitted a Stormwater Management Permit application for the first phase of redevelopment of the site. During the design and review of the stormwater management plan, it was discovered that runoff from existing Cotter Street overflows into the vacated Cotter Street right-of-way, which then enters storm sewers under this building.

The property owner approached the City asking if a joint stormwater practice could reduce or eliminate stormwater runoff from Cotter Street from entering the storm sewers under his building, and also address future phases of site redevelopment.

Evaluation of Proposals

DPW solicited proposals from three engineering firms and received proposals from all three. Technical proposals were rated on the following criteria: Project Experience, Project Team, Project Understanding, and Schedule. The City review team consisted of Ross Buetow, City Engineer; Sue Olson, Staff Engineer; and Pete Neuberger, Staff Engineer.

Technical Proposals were initially ranked in order of their quality using the above criteria. After technical scoring was completed, the City reviewed cost proposals associated with each technical proposal to verify the top ranked technical proposal provided cost-effective services. Staff determined the RA Smith National proposal provided the necessary technical qualifications and offered cost-effectiveness with the lowest price per point.

Findings are summarized in the following table:

<u>Rank</u>	<u>Firm</u>	Technical <u>Score</u>	<u>Price</u>	<u>Price per Point</u>
1.	RA Smith National	90.3	\$20,637	\$229.09
2.	Brown & Caldwell	92.0	\$34,950	\$379.89
3.	AECOM	77.3	\$39,880	\$515.91

Staff is generally familiar with all three firms and more familiar with the project managers assigned by each firm to this project. Although all three firms are qualified to perform the work, by consensus, the RA Smith National effectively demonstrated a project approach that best met staff's expectations for a thorough, cost-effective process for the defined services using their experience, key project staff, and project approach.

RA Smith was more cost effective because they have done additional modeling on behalf of the City during the stormwater plan review for the first phase of redevelopment at 1200 S. Perkins Street. Their report and computer model were provided to all three firms receiving the RFP. Additionally, the City and RA Smith have a Master Contract which includes non-commercial hourly rates.

Contract Scope

This project is located in the Leonard Street drainage basin. A detailed flood study was completed in the drainage basin in August 2010. At that time, no solution was determined to be cost effective to address the flooding issues in the full drainage basin. This project is limited to a small portion of that drainage basin. Due to the smaller size, this evaluation will be considerably more detailed.

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

- Three meetings with City staff, the consultant, and the property owner.
- Evaluation of the pipes under the building and the roof drainage.
- Update the XPSWMM model with site survey and pipe information.
- Evaluation of up to five alternatives to address the runoff.
- Up to four iterations of each alternative based on discussions with City staff and the property owner.
- Inlet capacity analysis
- Preparation of a report and cost estimates.

Since the design scope of the stormwater practice selected to address the runoff could not be accurately identified in this RFP process, our 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 2016 design and 2017 construction activities without an RFP process.”* Therefore, we are also requesting approval to negotiate the contract for the design and development of construction bid documents with RA Smith National, 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. Services During Construction will be budgeted in 2017 and a future contract for those services will be subject to the approval of the Utilities Committee and Common Council at the appropriate time.