

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: November 30, 2021

RE: Award of 2022A Stormwater Consulting Services Contract for 2022 Stormwater Management Plan Reviews to Brown and Caldwell in an amount not to exceed \$47,500.

The Department of Public Works is requesting approval of the 2022A Stormwater Consulting Services Contract with Brown and Caldwell (BC) for 2022 Stormwater Management Plan reviews in an amount not to exceed \$47,500. This is half of the approved budget for this work.

The scope of work provided will vary based on submittals received for review and includes erosion control plan review for large projects over an acre, as needed. Actual costs will be charged to the City on a time and material basis.

This would be the fourth year of a potential 5-year approval for this work. The Request for Proposals specifically stated: *“With satisfactory performance on this contract by the selected consultant and consistent staffing, the selected consultant may be contracted for this same work in 2020-2023 (five year maximum) without an RFP process.”* BC has provided excellent service during 2021, working efficiently with City staff and developers’ engineers.