

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: June 7, 2017

RE: 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 McMahan Associates, Inc.

The Department of Public Works is requesting approval of the 2017D Evergreen Drive and Alvin Street Stormwater Management Alternatives Evaluation contract with McMahan Associates, Inc. in an amount not to exceed \$34,840, and approval to negotiate the future design contract and construction related services contract with McMahan Associates, Inc. to design and assist with constructing the selected alternative without an RFP process. After this contract, \$192,233 will remain in the stormwater consulting services budget.

Project Background

Evergreen Drive from Alvin Street to Haymeadow Avenue is programmed for reconstruction in 2019. This reconstruction will change the street from a rural section with roadside ditches to an urban section with curb and gutter and storm sewer. The specific street cross section will go through the standard public information and Municipal Services Committee processes.

Alvin Street is currently in the Town of Grand Chute and within the City's growth area, per the boundary agreement between the City and the Town. The Director of Public Works has been in discussion with the Town on project coordination and shared costs. An intermunicipal agreement is anticipated to be brought to Committees and Council for review and approval this fall.

Changing a street from a rural to an urban cross section requires appropriate stormwater management. For these two streets there are multiple regulations to consider, including but not limited to, WDNR NR 151 water quality standards, City and Town Stormwater ordinances, WDOT quantity restrictions to the amount discharged to the USH 41 drainage ditch, TMDL requirements and wetland regulations. There are also private agreements in place for stormwater management between Pathways Church and the adjacent subdivision developer.

Pavement design meetings are tentatively scheduled for September-October 2017. 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.

Evaluation of Proposals

DPW solicited proposals from four engineering firms and received proposals from all four. 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 they provided cost-effective services. Staff determined the McMahon Associates, Inc. proposal provided the necessary technical qualifications and offered cost-effectiveness with the lowest price per point.

Findings are summarized in the following table:

<u>Firm</u>	<u>Technical Score</u>	<u>Price</u>	<u>Price per Point</u>
Brown & Caldwell	95.33	\$ 43,765	\$ 459.09
McMahon	91.33	\$ 24,840	\$ 271.98
AECOM	91.33	\$ 31,439	\$ 344.24
RA Smith National	90.67	\$ 39,766	\$ 438.58

Staff is generally familiar with all four firms and more familiar with the project managers assigned by each firm to this project. Although all four firms are qualified to perform the work, the McMahon Associates, Inc. proposal presented a cost-effective process for the defined services using their experience, key project staff, and project approach.

McMahon Associates, Inc. was more cost effective because they are a local firm and have relationships and positive experience with specific WDNR and WDOT regional staff that will need to be involved in this project. They have prepared site plans and master plans for the Town of Grand Chute and the City of Appleton and are therefore familiar with the regulations and master plans, which minimizes the time needed to get them up to speed.

The City has recently worked with the same team from McMahon Associates on the Red Oak Ravine project, where they demonstrated the ability to work with both the Town of Menasha and the City of Appleton, as well as the WDNR and property owners. They performed all phases of the project, from analysis to design/permitting, and construction related services.

Contract Scope

Both Evergreen Drive and Alvin Street are tributary to the Ballard Road Pond, which was built in 1995-1996. However, there are likely wetlands between these streets and Ballard Pond, and it is unclear at this time if stormwater management practices will be required prior to discharge to wetlands or if credit will be given for Ballard Pond.

When Ballard Pond was designed and built, there was no WDNR Technical Standard, XPSWMM water quantity model or WinSLAMM water quality model. It was built based on standards at the time. Therefore, computer models will need to be created for this area to address WDNR and WDOT as well as local requirements.

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

- Approximately 7 meetings with City staff, WDOT, WDNR, ACOE and the property owners
- Creation of a list of all applicable regulations (including City, Town, TMDL, WDNR, WDOT, ACOE, ANR Pipeline, Outagamie County, etc.)
- Create an XPSWMM model for water quantity and evaluate overland flow paths into the project area and through private property
- Create a WinSLAMM model for water quality, if required
- Evaluation of up to three alternatives to address the runoff
- Up to four iterations of each alternative based on discussions with City staff and regulatory agencies
- Review available wetland information and identify additional areas to be field determined
- Supplement available GIS data with field survey as needed, including depths of ANR Pipelines
- Preparation of a report and cost estimates

The day the proposals were due, staff attended a meeting for a possible private development in the project area. Staff is recommending that the following additional tasks and \$10,000 be added to the proposed scope of services and budget for the following:

- Approximately 3 additional meetings with the potential developers
- Three additional alternatives for stormwater practices that address both the right of way and private development
- Additional modeling associated with the additional alternatives

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 design and 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 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 will be budgeted in 2018 and a future contract for those services will be subject to the approval of the Utilities Committee and Common Council at the appropriate time.

Therefore, we recommend 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.