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**PARKS, RECREATION & FACILITIES  
MANAGEMENT**

**Dean R. Gazza, Director**

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**To:** Finance Committee

**From:** Dean R. Gazza, Director of Parks, Recreation and Facilities Management

**Date:** January 11, 2022

**Re:** Action: Request to sole a source contract to McMahon for professional services needed to complete the 2022 Wastewater Hardscapes Improvement Project, for a contract fee of \$49,800 and a contingency of 5% to not exceed a total contract of \$52,290.

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This memo is a request to sole source a contract to McMahon to fully design and create construction documents for the 2022 Wastewater Hardscapes Improvement Project. In moving forward with the 2022 Wastewater Hardscapes Improvement Project, McMahon has provided a detailed proposal of the work that is proposed with a competitive project fee of \$49,800.

The 2022 Capital Improvement Budget allocated monies to replace the road leading from the Primary Clarifiers Building to the F2 Building and the road from E-Building to D-Building at the Appleton Wastewater Treatment Plant. Overall, the road replacement will include stormwater modeling, demolition, new base, new storm sewer, and new concrete pavement.

In 2020 we solicited proposals from professional consulting firms to fully design, conduct stormwater modeling, create construction documents, and construction administration services for the Wastewater Treatment Plant for the 2020 Wastewater Hardscapes Improvement Project. Through the selection process, McMahon was awarded the contract. Then again in 2021 we solicited proposals from professional consulting firms to fully design, conduct stormwater modeling, create construction documents, and construction administration services for the 2021 Wastewater Hardscapes Replacement Project. Through the selection process, McMahon was again awarded the contract.

McMahon has as unsurpassed knowledge of the current hardscape infrastructure, current site conditions, and stormwater modeling from the two previous projects completed to date. Based upon McMahon's previous experience along with the proposals and selection process from the two previous years, we are requesting sole sourcing 2022 Wastewater Hardscapes Improvement Project professional services to McMahon in the amount of \$49,800 with a contingency of 5% only to be utilized as needed. We believe that our choice of McMahon will ensure that the investment is fully maximized based on their past work and continued continuity throughout a highly complex and technical project.

**RECOMMENDATION:**

Award Wastewater Electrical Distribution Upgrades Phase 4 professional services to McMahon in the amount of \$49,800 with a contingency of 5% only to be utilized as needed.

Please feel free to contact me at 832-5572 with any questions, or by email at [dean.gazza@appleton.org](mailto:dean.gazza@appleton.org).