

Department of Public Works – Engineering Division

MEMO

TO: Municipal Services Committee

FROM: Chad Weyenberg, Project Engineer

DATE: February 24, 2020

RE: Notification of Award of Contract for 2020 Bridge Inspections to Westbrook Associated Engineers, Inc., in an amount not to exceed \$30,000.

The State of Wisconsin requires that the City inspect, record and report to the State on the condition of its bridges every two years. The Department of Public Works requested proposals from five qualified Wisconsin consulting firms. The City received two qualified proposals from Westbrook Associated Engineers, Inc. (\$26,995) and Collins Engineers, Inc. (\$30,456)

Westbrook Associated Engineers, Inc. demonstrated the related experience and personnel necessary to complete the required tasks. In addition, they also demonstrated a good project understanding and approach.

Therefore, staff recommends award of the 2020 Bridge Inspection Services Contract to Westbrook Associated Engineers, Inc. in an amount not to exceed \$30,000.00