

## Department of Public Works – Engineering Division

### MEMO

**TO:** Utilities Committee

**FROM:** Danielle Block, Director of Public Works  
Pete Neuberger, Staff Engineer  
Sue Olson, Staff Engineer

**DATE:** December 1, 2022

**RE:** Award 2022G Stormwater Consulting Services Contract for the French Road Urbanization Study with McMahon Associates, Inc. in an amount not to exceed \$ 46,354.

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The Department of Public Works is requesting approval of the 2022G stormwater consulting services contract with McMahon Associates, Inc. in an amount not to exceed \$46,354. After this contract, \$244,246 will remain in the 2022 stormwater consulting services budget.

The City continues to experience growth to the north of the current City limits. The recent Broadway Hills Estates and First Addition to Broadway Hills Estates subdivisions are located on French Road, north of Broadway Drive. This segment of French Road right-of-way is in both the City and the Town of Freedom. City water serves a church in the Town of Freedom just north of these subdivisions and they have recently made a request for sanitary sewer service. In order to be prepared for potential future development in this area, a stormwater study is needed.

The scope of work for this contract includes:

- Obtaining survey information for the various existing culverts, including sizes, accurate location, and tributary area
- Defining existing drainage areas and understanding existing flow patterns
- Understanding potential wetland and navigable stream locations and applicable regulations
- Preparing water quantity and quality models for the future road urbanization
- Locating and sizing stormwater practices to accommodate the urbanization of the road and possibly future adjacent development
- Defining land acquisition needs to accommodate stormwater practices
- 30% Design of stormwater practices and conveyance for the south portion of the study area
- Preparing budget level cost estimates for the various alternatives

In September 2022, DPW solicited proposals from four engineering firms and received proposals from three of them. Proposals were rated on a 100-point scale on the following criteria: Relevant Experience, Project Team, Project Understanding and Approach, and Schedule. Technical

Proposals were evaluated by a City review team consisting of Ross Buetow, City Engineer; Pete Neuberger, Staff Engineer; and Sue Olson, Staff Engineer. The ranking below is based on the technical scores.

<u>Rank</u>	<u>Firm</u>	<u>Score</u>	<u>Price</u>	<u>Price/Point</u>
1.	Westwood	90.67	\$79,740	\$879
2.	McMahon	90.00	\$43,761	\$486
3.	Brown and Caldwell	86.67	\$67,984	\$784

From a technical perspective, staff felt that any of the three consultants could perform the necessary work. When also considering the compensation proposals, McMahon's strengths as demonstrated in this proposal included:

- Recent projects for the City have shown they have a streamlined, cost-effective approach, which is reflected in their Compensation Proposal hours and costs.
- Successful recent urbanization projects for the City (Evergreen Drive, Alvin Street)
- Familiarity with the project area due to recent project for Grand Chute
- Overall best value on a price/point basis

Staff worked with McMahon to modify their initial proposal by:

- Adding the survey component, which was initially recommended as an optional task
- Reducing the 30% design to exclude the north end of the study area, which is in a separate drainage area and likely to be driven by County needs due to the intersection with CTH E.
- Expanding the analysis to include the impact of flow south across Broadway Drive

This resulted in a final contract cost of \$46,354. Based on the quality of work on recent projects, their proposed project approach and the cost-effective pricing, staff recommends award of this contract to McMahon Associates, Inc.