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DEPARTMENT OF PUBLIC WORKS
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To: Municipal Services Committee
From: Eric S. Lom, City Traffic Engineer
Date: September 14, 2015
Re: Award of Contract – Downtown Appleton Mobility Plan

In response to a request for proposals issued by our office, we received two responses for design services for the Downtown Appleton Mobility Plan. The proposals were opened on August 14, 2015. The following is a summary of the proposed fees for each firm (budgeted funds = \$105,000):

AECOM Technical Services, Inc.	\$ 102,421.38
Patrick Engineering, Inc.	\$ 350,000.00

For this project, our selection team utilized a quality based selection process when analyzing the proposals. This method places the emphasis on the relevant experience, project understanding, technical qualifications and the proposed scope of services demonstrated in each firm's proposal. After a thorough review of the quality-based components of each proposal, we then evaluated the proposed fees as the final step in the process.

The selection team unanimously selected AECOM's proposal as being the best fit for the city. As such, we recommend award of the contract to AECOM in an amount not exceed \$105,000, which will allow for a small amount of additional traffic counting services which were not included in the consultant's scope.