

## Department of Public Works – Engineering Division

### MEMO

**TO:** Utilities Committee

**FROM:** Paula Vandehey, Director of Public Works  
Ross Buetow, Deputy Director of Public Works - Engineering  
Pete Neuberger, Staff Engineer  
Sue Olson, Staff Engineer

**DATE:** December 17, 2013

**RE:** Award of 2014D Stormwater Consulting Services Contract to Brown & Caldwell for Spartan Avenue Drainage Study in an amount not to exceed \$34,957.

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The Department of Public Works is requesting approval of the 2014D Stormwater Consulting Services Contract with Brown & Caldwell for the Spartan Avenue Drainage Study in an amount not to exceed \$34,957. After this contract, \$230,188 will remain in the 2014 stormwater consulting services budget.

#### CONTRACT SCOPE

Spartan Avenue is officially mapped from Meade Street to STH 47. Recent development pressure along this route has caused DPW to investigate stormwater management needed for Spartan Avenue, so as not to miss opportunities to develop infrastructure in a way that best meets the needs of both the City and adjacent future development. State regulations require the project to achieve water quality control while protecting existing wetlands. The project is also intended to meet local standards for flood control.

Staff anticipates that meeting the above standards will require onsite local and/or regional stormwater management practices, and may also involve modifications to the officially mapped Spartan Avenue alignment and location of future intersections.

The consultant will:

- Develop alternative roadway alignments and intersection locations for DPW to evaluate against project goals
- Size culverts/bridges needed at major drainage way crossings
- Develop an implementation plan to accommodate a phased construction approach
- Evaluate stormwater quality management options for complying with NR151 and TMDL standards, using WinSLAMM
- Evaluate stormwater quantity practices using XP-SWMM to meet local flood control standards and mitigate the impacts of roadway development

- Coordinate with City staff, adjacent developers, and other regulatory agencies (County/State/Federal) as needed
- Develop a report with cost estimates for identified alternatives

## **PROPOSAL SCORING**

In October 2013 the Department of Public Works solicited proposals for this work from six consulting firms. Five proposals were received. Proposals were rated on a 100-point scale on the following criteria: Project Experience, Project Team, Project Approach, and Schedule.

<u>Rank</u>	<u>Firm</u>	<u>Score</u>	<u>Cost Proposal</u>
1.	Brown & Caldwell	95.0	\$34,957
2.	Strand	88.3	\$34,900
3.	AECOM	85.3	\$28,468
4.	McMahon	83.3	\$41,503
5.	RA Smith	76.3	\$22,000

Brown & Caldwell's proposal best met staff's expectations by identifying the most comprehensive project approach to meet project requirements for flood control, water quality, regulatory impacts, and coordination with stakeholders. They also demonstrated the best team, with broad experience in Appleton and other areas, on similar projects.

By consensus, Brown & Caldwell excelled by effectively demonstrating a project approach that best met staff's expectations utilizing their experience, key project staff, project approach, and cost-effectiveness.

## **CONCLUSION**

The Department of Public Works recommends approval of the 2014D Stormwater Consulting Services Contract with Brown & Caldwell for the Spartan Avenue Drainage Study in an amount not to exceed \$34,957. With satisfactory performance by the consultant, DPW staff may request contracting with Brown & Caldwell for future phases of these projects, including Preliminary Engineering and Final Design/Permitting without an RFP process.