

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Sue Olson, Staff Engineer
Pete Neuberger, Staff Engineer

DATE: November 30, 2021

RE: Amend 2020D Stormwater Consulting Services Contract for the City-wide Stormwater Management Plan Update with Brown and Caldwell by an increase of \$14,430 for a total contact amount not to exceed \$214,411.

The Department of Public Works is requesting an amendment to the 2020D Stormwater Consulting Services Contract for the City-wide Stormwater Management Plan Update with Brown and Caldwell (BC) by an increase of \$14,430 for a total contact amount not to exceed \$214,411.

This budget for this work was developed in 2019 for a two-year project in 2020 and 2021. The City received a Wisconsin Department of Natural Resources (DNR) grant of \$75,000 for this project and was recently given an extension for a third year, to December 31, 2022.

The kick-off meeting for this project was held via Teams, a few days after City staff began to work from home for the Covid-19 pandemic. Although significant progress has been made on the project, the restrictions to date have resulted in the need for additional meetings and coordination to complete the project.

Additionally, the DNR has experienced staff changes assigned to this project and we were recently notified of the third DNR staff engineer assigned to review our plan and associated modeling. With each new DNR person, BC spends additional time with them to ensure previous DNR approvals and modeling assumptions are clearly understood. The proposed amendment includes the necessary effort to work with the latest DNR staff person assigned to our project.

Based on the work completed by BC to date and DNR approval of that work, staff recommends approval of this amendment to complete the final steps and obtain DNR approval of the project.