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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Dean R. Gazza, Director

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TO: Utilities Committee

FROM: Dean R. Gazza, Director of Parks, Recreation and Facilities Management

DATE: 1/24/2017

RE: Action Item: Award contract to Patrick Engineering for design and engineering services for the Wastewater Plant Electrical Distribution Feasibility Study and Master Plan project for a contract of \$84,970 and a 10% contingency for a contract not to exceed \$93,467.

The 2017 Capital Improvement budget allocated monies to perform engineering services for the Wastewater Plant electrical distribution feasibility analysis and master plan. This will be the first phase of a multi-phase project to upgrade the aging electrical distribution equipment. Most of the equipment is over 40 years old and is at the end of its estimated life.

Four firms responded to Request for Proposals and all four firms participated in the interview process. They were evaluated for relevant experience, project success, project team, project understanding/study methodology, project schedule and cost. It was important that the firms clearly demonstrated experience in electrical distribution design and planning along with experience in working on municipal wastewater treatment facilities. The project team for evaluating the firms consisted of: the Facilities Project Manager, Facilities Manager, Facilities Lead Electrician, and the Utilities Director.

McMahon	\$195,000
AECOM	\$186,250
Patrick Engineering	\$84,970
Clark Dietz	\$69,950

After careful review our team recommends awarding a contract to Patrick Engineering for \$84,970 with a 10% contingency. The project team unanimously chose Patrick Engineering based upon experience, cost, proposal, and the interview. Even though one firm may have provided a lower cost, the interview process determined that the firm did not demonstrate the necessary experience with wastewater projects of similar size and scope along with a thorough understanding of our facility. We believe that our choice of Patrick Engineering will ensure that the investment is fully maximized.

Please feel free to contact me at 832-5572 with any questions, or by email at dean.gazza@appleton.org.