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MEMORANDUM

TO: Appleton Redevelopment Authority

FROM: Matt Rehbein, Economic Development Specialist

DATE: March 5, 2018

RE: OMNNI Associates, Inc. Contract for Site Investigation and Remedial Activities at 222 N. Oneida Street in Appleton, WI

The Appleton Redevelopment Authority (ARA) acquired the property located at 222 N. Oneida Street in Appleton on December 21, 2017. As part of the due diligence, a Phase I and Phase II environmental report was completed by OMNNI Associates, Inc. As required by law, OMNNI notified the Wisconsin Department of Natural Resources of findings of exceedances for polycyclic aromatic hydrocarbons (PAHs) and volatile organic compounds (VOCs) in the soils. ARA received a “Responsible Party” letter from the DNR on January 24, 2018 outlining the responsibilities as owner of a contaminated parcel.

Staff asked OMNNI to prepare a proposal to assist with any further site investigation, remedial activities and guidance through the demolition of the structure on the property (attached).

The City’s Procurement & Contract Management Policy (attached) requires soliciting competitive proposals/quotes for professional services [Sec. IV.C.(3)]. The City has already solicited competitive proposals for a Master Contract which is currently held with OMNNI Associates, Inc. Because the total cost of this project is anticipated to be over \$25,000, staff is seeking authority to proceed with the proposed contract.

Staff Recommendation:

Award site investigation and remedial activities proposal for 222 N. Oneida Street to OMNNI Associates, Inc. in the amount of \$22,964.00 with a 10% contingency of \$2,296.40 for a project total not to exceed \$25,260.40 **BE APPROVED.**