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**PARKS, RECREATION & FACILITIES
MANAGEMENT**

Steven Schrage, Project Manager

1819 East Witzke Boulevard
Appleton, Wisconsin 54911-8401
(920) 832-5972 FAX (920) 993-3103
Email – steven.schrage@appleton.org

TO: Finance Committee

FROM: Steven J. Schrage, Project Manager, Parks Recreation and Facilities Management

DATE: 2/11/2019

RE: Action Item: Award the Engineering Contract for the 2019 AWWTP Water Lateral Replacement Project to Donohue and Associates in the amount of \$27,355 plus a 10% contingency of \$2,735 for a total not to exceed project engineering cost of \$30,090.

PROJECT

The 2019 Capital Improvement Budget allocated monies to replace the Weimar Court water lateral that serves the AWWTP. Overall, the water lateral replacement will include demolition, new 6” water lateral, new fire hydrants, and relocation of the Weimar Court check valve. This memo addresses selecting a design consultant to create plans, specifications, and oversee construction administration for the 2019 AWWTP Water Lateral Replacement.

BACKGROUND

The AWWTP Weimar Court water lateral was constructed in 1935. The AWWTP is fed by two separate water laterals. The water lateral (6”) that is fed from Weimar Court is the original construction from 1935 and is slated for replacement (950lf). This line has failed several times in the last two years, and the repairs include stainless steel pipe sleeves and clamps. This line has two tees on it, one tee includes a separate feed from the Newberry Court water main (1975 construction), and the other tee is a redundant line feeding the AWWTP Plant (2017 Construction). This project will be a combination of trenching, directional boring, and pipe lining.

RFP PROCESS:

The request for proposal was distributed to four engineering firms. Representatives from two of the four firms attended a pre-proposal meeting where the project was defined along with the project scope. Two of the firms, Patrick Engineering and KL Engineering, opted not to provide a proposal based on the specifics of this project. The proposals were reviewed and scored by PRFMD, AWWTP and DPW staff prior to the opening of the bid tabulation document. The following table identifies the engineering firms along with their proposal score and proposal pricing:

Table 1: Engineering Firms and RFQ Results

Firm:	TOTAL PTS	BID TOTAL	Value (Point/\$)
Donohue	765	\$27,355	280
McMahon	435	\$23,200	188
KL - DNP	NA	NA	NA
Patrick - DNP	NA	NA	NA

*DNP = Did Not Propose

*NA – Not Applicable

The evaluation team completed their review and scoring of the submitted proposals. The evaluation team found that Donohue had scored the highest and provided a proposal that best meets the City's needs. The team also found that the McMahon firm had provided a competitive proposal. The evaluation team completed the value evaluation to assess whether or not the additional costs for the Donohue proposal were worth justifying. The formula produced results that Donohue provided the best overall project value including costs.

The Donohue team has extensive experience with similar AWWTP projects. Their proposal demonstrated a comprehensive approach that delivered construction and improvement alternatives that will best fit the City's needs.

RECOMMENDATION

Award the Engineering Contract for the 2019 AWWTP Water Lateral Replacement Project to Donohue and Associates in the amount of \$27,355 plus a 10% contingency of \$2,735 for a total not to exceed project engineering cost of \$30,090.

If you have any questions regarding this project please contact Steven Schrage at 920-832-5972 or steven.schrage@appleton.org