

COMMISSION FILE NO: 16-159-12 **DATE INTRODUCED:** December 5, 2016

INTRODUCED BY: Executive Director (Signature on File in the Office of the Commission)

REFERRED BY COMMISSION CHAIRPERSON TO: Operations Committee

RELATING TO: Contract TS-2638, General On-call Engineering Services for Water Reclamation Facilities

SUMMARY:

The Commission is requested to authorize the Executive Director to execute on behalf of the District Contract TS-2638, General On-call Engineering Services for Water Reclamation Facilities (WRF), with Donohue & Associates, Inc., in an amount not to exceed \$450,000. Donohue & Associates, Inc., was the highest scoring proposer, based on a qualifications-based selection method, among five proposals received.

The District has an ongoing need for smaller scale engineering services for both the Jones Island and South Shore WRF's. In general, staff anticipates needing engineering services six to 18 times per year, with costs for each task typically in the range of \$5,000 to \$60,000. Services may be on small capital projects, capital repair and replacement projects, or general technical support related to other capital projects or operational issues.

The requested on-call contract will provide the District means to cost effectively and quickly respond to WRF engineering needs. On-call contracts allow the District to save costs as compared to individually procuring engineering services every time a service is needed.

ATTACHMENTS: **BACKGROUND** ☐ **KEY ISSUES** ☐ **RESOLUTION** ☒
FISCAL NOTE ☒ **S/W/MBE** ☒ **OTHER** ☐ _____

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COMMITTEE ACTION: _____ **DATE:** _____

COMMISSION ACTION: _____ **DATE:** _____

SUMMARY (Cont'd)

Contract TS-2638, General On-call Engineering Services for Water Reclamation Facilities

The scope of services will be developed for each specific on-call task order as they arise. In summary, the scope of services may include, but is not limited to:

- Planning, studies, preliminary engineering, evaluation of alternatives, developing recommendations, and engineering design.
- Preparation and delivery of technical memorandum and reports.
- Preparation and delivery of plans, specifications, and construction contract bid documents.
- Engineering services during construction.
- Operation and maintenance manuals, startup plans, and training.
- Applications engineering.

Services will be related to both the Jones Island WRF and South Shore WRF.

Contract TS-2638 is expected to last three years.

RESOLUTION

Contract TS-2638, General On-call Engineering Services for Water Reclamation
Facilities

RESOLVED, by the Milwaukee Metropolitan Sewerage Commission, that the Executive Director is authorized to execute Contract TS-2638, General On-call Engineering Services for Water Reclamation Facilities, with Donohue & Associates, Inc., in an amount not to exceed \$450,000.