



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Board of Public Works	<b>Date:</b> 2/18/2021
<b>Common Council Item Number:</b> ID #21-1772	<b>Date:</b> 3/2/2021
<b>Submitted By:</b> Fred Abadi, Director of Public Works	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator
<b>Finance Department Review:</b> Bridget M. Souffrant, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney
<b>Subject:</b> Review and act on the contract for the N. and S. Prairie Avenue, Sentry Drive, and W. Sunset Drive Utility and Street Improvements Construction Management Services.	

**Details:** Construction site representation and management services will be needed for the N. and S. Prairie Avenue, Sentry Drive, and W. Sunset Drive Utility and Street Improvements project. The City solicited proposals from thirteen (13) consultants to provide these services. Three (3) firms responded to the Request for Proposals for Professional Services issued January 20, 2021. The City's review committee evaluated the three proposals, and ranked the consultants based on their team's qualifications and experience. Ayres Associates was the highest ranked based on this criteria, followed by RA Smith and DAAR. The review team also evaluated the submitted cost and DAAR was the lowest cost followed by Ayres Associates and RA Smith. The review team completed a final ranking of the submittals based on the combined score of team qualifications, project understanding, and cost. The consultant selected for recommendation based on the combined analysis was Ayres Associates.

**Options & Alternatives:** Another consultant could be considered for this project, but the recommended consultant has the best understanding of the project scope, was rated highest by the project team, has performed well on other projects for the City and had an acceptable cost.

**Financial Remarks:** The estimated costs associated with Construction Management Services is included in the 2021 CIP as follows:  
 Total: \$382,800.00  
 Acct # 2004.68290 - \$354,953.01  
 Acct # 7399.68290.71480 - \$14,664.42  
 Acct # 7399.68290.71430 - \$13,182.57

**Executive Recommendation:** Recommend approval of the consulting contract with Ayres Associates for construction management services for the N. & S. Prairie Avenue, Sentry Drive, and W. Sunset Drive Utility and Street Improvements project.

