



City of Waukesha
201 Delafield St. Waukesha, WI 53188
Tel: 262.524.3700
waukesha-wi.gov

Committee: Board of Public Works	Date: 1/18/2024
Common Council Item Number: ID #24-8757	Date: 2/6/2023
Submitted By: Alex Damien, Director of Public Works	City Administrator Approval: Anthony W. Brown, City Administrator
Finance Department Review: Joseph P. Ciurro, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on Contract Amendment No. 1 with Ayres Associates for Construction Site Representation for Municipal Construction Projects-2023-2024.	

Details:
In 2023, the Department of Public Works solicited proposals for consultants to provide construction representation/inspection services for 2023-2024 municipal construction projects. Ayres Associates was one of the consultants chosen to provide these services through the end of 2024. Recently, DPW staff reached out to Ayres to provide hourly rates for engineering design services in conjunction with the construction representation/inspection services. These rates would be used on an as-needed basis. The submitted hourly rates are provided in the attached proposal.

Currently within the Engineering Division, there are 3 engineer vacancies, and in order to deliver the entire CIP/Public Works Program, consultant staff is required to fully meet project delivery timelines. In addition to CIP project design services, the provided hourly rates could be utilized for development review services as-needed. Ayres Associates has provided great service to the City over the years for construction representation/inspection, and have qualified staff to also provide engineering design services. The Contract Amendment would add the hourly rates for design services to the existing contract. Individual scope of services would be created for individual projects based on the exact needs of the CIP project.

Options & Alternatives:
A separate Request for Proposals (RFP) could be sent out to various consultants for selection, however, this would likely delay the delivery of some CIP projects to complete this process.

Financial Remarks:
Engineering services would be covered by the individual CIP project's overall budget. Development review services would require payment from Engineering's operating budget.

Executive Recommendation:
Recommend approval of Contract Amendment No. 1 with Ayres Associates for Construction Site Representation for Municipal Construction Projects-2023-2024.