



**CITY OF WAUKESHA
Administration**

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Committee: Board of Public Works	Date: 6/8/2017														
Common Council Item Number: #17-0913	Date: 6/20/2017														
Submitted By: Fred Abadi, Director of Public Works	City Administrator Approval: Kevin Lahner, City Administrator KL														
Finance Department Review: Rich Abbott, Finance Director RA	City Attorney's Office Review: Brian Running, City Attorney BR														
Subject: Approve Contract for Professional Services for Standard Construction Specifications-2017.															
<p>Details: A Request for Proposal was solicited from 8 local engineering firms on May 1, 2017, to prepare an update of the City's 1972 Edition of the Standard Construction Specifications. Two firms responded, submitting qualifications and costs associated with the preparation and modernization of the specifications. After review of the Understanding, Approach, Qualification and Cost categories for each firm, Ayres Associates ranked the highest and was more qualified for this task. Ayres has done this work for other municipalities.</p> <p>Technical staff that Ayers assigned to this task has over 2,500 similar projects and documents to their credit, along with a combined 68 years' experience in municipal engineering and specifications.</p> <p>Final rankings with cost included</p> <table border="1"> <thead> <tr> <th rowspan="2">Rank</th> <th rowspan="2">Consultant</th> <th colspan="2">Cost</th> </tr> <tr> <th>Cost</th> <th>Points</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Ayres Associates</td> <td>\$34,000</td> <td>81.3</td> </tr> <tr> <td>2</td> <td>GRAEF</td> <td>\$28,486</td> <td>74.4</td> </tr> </tbody> </table>		Rank	Consultant	Cost		Cost	Points	1	Ayres Associates	\$34,000	81.3	2	GRAEF	\$28,486	74.4
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1	Ayres Associates	\$34,000	81.3												
2	GRAEF	\$28,486	74.4												
<p>Options & Alternatives: Engineering staff could solicit additional firms for input. However, six firms opted not to submit due to their high workload, lack of availability or staff expertise. To solicit a new RFP for the same services or extend the time deadline for submittals may not allow enough time to complete the task without having the new Standard Specifications document available for 2018 construction contracting.</p>															
<p>Financial Remarks: Total Expense: \$34,000.00 Account Breakdown: 7399.68290.71480 - \$17,000 and 2004.68290 - \$17,000</p>															
<p>Executive Recommendation: Recommend Approval of a Contract with Ayres Associates for Professional Services for Standard Construction Specifications-2017.</p>															

