



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Board of Public Works	<b>Date:</b> 12/9/2021
<b>Common Council Item Number:</b> ID #21-3231	<b>Date:</b> 12/21/2021
<b>Submitted By:</b> Alex Damien, Interim Director of Public Works	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator
<b>Finance Department Review:</b> Bridget Souffrant, Finance Director	<b>City Attorney's Office Review:</b> Brian Running, City Attorney
<b>Subject:</b> Review and act on the contract for Sanitary Manhole Inspection & Condition Assessments – 2022-2025.	

**Details:**  
 The Department of Public Works solicited for proposals for a consultant to inspect and assess the condition of all City owned sanitary manholes (approx. 6,400) over a four-year period. Most manholes were last inspected between 6 and 10 years ago. Four firms responded to the Request for Proposals for Technical Services. Evaluation of the responses indicated The Sigma Group, Inc., provided a quality team with the lowest cost per manhole inspected.

**Options & Alternatives:**  
 Any of other three consultants that provided a proposal could be chosen. However, the cost per manhole inspected was higher for each and every year of the project duration for each of the other consultants.

**Financial Remarks:**  
 Total estimated cost:  
 2022: 1600 manholes x \$30/manhole = \$48,000.00  
 2023: 1600 manholes x \$31/manhole = \$49,600.00  
 2024: 1600 manholes x \$32/manhole = \$51,200.00  
 2025: 1600 manholes x \$33/manhole = \$52,800.00  
 Account 7384.52435 ..... \$201,600.00

**Executive Recommendation:**  
 Recommend approval of the per manhole charges in the attached proposal and to contract with The Sigma Group, Inc. for the Sanitary Manhole Inspection & Condition Assessments – 2022-2025.

