



City of Waukesha
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Committee: Board of Public Works	Date: 11/20/2024
Common Council Item Number: ID #24-11220	Date: 12/3/2024
Submitted By: Alex Damien, Director of Public Works	City Administrator Approval: Anthony W. Brown, City Administrator
Finance Department Review: Joseph P. Ciarro, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on the Consultant Contracts for Survey Services for 2025-2026 Municipal Construction Projects.	

Details:

The Department of Public Works solicited proposals for consultants to provide Survey Services for 2025-2026 Municipal Construction Projects. Five firms responded to the Request for Proposals for Professional Services. The City's Review Committee evaluated the responses based on the credentials of the team, project understanding, project approach, and cost/rates. Below are the rankings of the firms:

	Cedar Corp.	Ayres	SRF	raSmith	Graef
Credentials of Team (30%) Score Average	2.78	2.78	2.55	2.78	2.70
Project Understanding (15%) Score Average	1.39	1.43	1.28	1.31	1.31
Project Approach (15%) Score Average	1.39	1.43	1.28	1.31	1.31
Project Cost (40%) Score Average	4.00	3.60	3.20	2.80	2.40
Total Score	9.55	9.23	8.30	8.20	7.73
Rank	1	2	3	4	5

The selection committee is recommending moving forward with Cedar Corp. and Ayres Associates as they have the required qualified professionals and have provided acceptable hourly rates.

The Survey Services work for 2025 and 2026 will be paid at the approved hourly rates for the amount of work requested by the City. The cost for survey services as part of these contracts was estimated in the total project cost within the approved 2025 CIP. The hourly fee schedule for the recommended consultants is listed below:

	Cedar Corp.	Ayres	SRF	Graef	raSmith
Position	Rate	Rate	Rate	Rate	Rate
Project Manager	\$125.00	\$148.00	\$182.00	\$180.00	\$181.00
1-Person Crew	\$125.00	\$113.00	\$114.00	\$153.00	\$169.00
2-Person Crew	\$200.00	\$185.00	\$196.00	\$265.00	\$245.00
LiDAR Survey	\$125.00	\$373.00	\$214.00	\$333.00	\$189.00
Office Point/Processing	\$125.00	\$111.00	\$116.00	\$102.00	\$139.00

Options & Alternatives:

One of the consultants could be removed from the selection, however, providing two as an option allows for an improved balance of work, and reduces the potential for one consultant to not have the availability to provide requested services.

Financial Remarks:

The estimated costs associated with Survey Services for 2025 and 2026 municipal construction projects is as follows:

Survey Services – Total Expense: \$100,000.00 (Estimated for 2025 and 2026)

Executive Recommendation:

Approve the Contract with Cedar Corp. and Ayres Associates, for Survey Services for 2025 and 2026 Municipal Construction Projects for the hourly wages listed in the proposals pending final approval of the City Attorney.