



City of Waukesha
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Committee: Board of Public Works	Date: 1/19/2023
Common Council Item Number: ID #23-5774	Date: 2/7/2023
Submitted By: Alex Damien, Interim Director of Public Works	City Administrator Approval: Kevin Lahner, City Administrator
Finance Department Review: Joseph P. Ciurro, Finance Director	City Attorney's Office Review: Brian Running, City Attorney
Subject: Review and act on the Consultant Contract for the Professional Environmental Engineering Services for 2023 and 2024 Municipal Construction projects.	

Details:	
<p>Environmental Engineering Services may be needed for 2023-2024 construction projects. The Engineering Division solicited for proposals on December 5, 2022 and 2 consultants responded by the deadline of December 19, 2022. The Department of Public Works Review Committee evaluated the responses and chose The Sigma Group, Inc. Sigma's proposal scored the highest overall and included the lowest hourly rates. The Department recommends using the services of The Sigma Group as they scored the highest by the review team, provided the lowest hourly rates and have completed this work in the past for the City. The hourly fee schedule for labor and expenses from the proposal is represented below.</p> <p>The total expense for the Environmental Engineering Services work for 2023 is estimated to be \$20,000.00. The hourly fee schedule for the consultant is listed below.</p>	
The Sigma Group, Inc.	Hourly Rates
Environmental Project Manager	\$145.00
Lead Scientist/Wetland Delineation	\$125.00
Staff Scientist/Engineer	\$100.00
Environmental Technician	\$95.00

Options & Alternatives: Another Consultant could be hired for this work but The Sigma Group, Inc., ranked the highest and will provide the services at the lowest hourly rate.
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Financial Remarks: The estimated costs associated with Environmental Engineering Services was budgeted for in the 2023 CIP as follows: Environmental Engineering Services - Total Expense: \$20,000.00

Account Breakdown:

7399.68290.71480 – \$6,250.00

7399.68290.71430 - \$6,250.00

2004.68290 - \$5,000.00

2010.68290 - \$2,500.00

Executive Recommendation:

Recommend approval of a contract with The Sigma Group, Inc. for the Environmental Engineering Services for 2023-2024 Construction Projects.