



**TO:** Michael C. Van Milligen, City Manager

**FROM:** Steve Sampson Brown, Project Manager

**SUBJECT:** Bee Branch West Blum Brownfield Clean Up Project – Request to Distribute RFQ  
CIP 340/720-2609 (4X00002)

**DATE:** February 13, 2018

## **INTRODUCTION**

The purpose of this memorandum is to request City Council approval to distribute a Request for Qualifications (RFQ) for engineering services related to managing the Environmental Protection Agency's (EPA) Brownfield Clean Up Grant that the City received for this site in 2017. The RFQ will also provide for city-wide environmental engineering on-call professional services for a term of three to five years related to: capital improvement projects, environmental site assessments in support of property acquisitions, contaminated soil and groundwater management, environmental health and safety planning, hazardous materials emergency response, and site specific hazardous materials handling education for city staff and contractors.

## **BACKGROUND**

As part of the City's Bee Branch Watershed Flood Mitigation Project this location has been identified as future outdoor recreational space adjacent to the Lower Bee Branch Creek. In support of this phase of the project, the City has acquired the property at 411 E. 15<sup>th</sup> Street which is the former location of the Blum scrap yard and recycling facility. In December of 2016, the City submitted a grant application to the EPA seeking \$200,000 for financial assistance to help cover the costs of abating known contaminated materials at this site. Specifically, the grant provides funding to remove identified contaminated from within the two buildings at this location. The City is now obligated to complete the work described in the grant approved work plan.

## **DISCUSSION**

For the West Blum Project a consulting environmental engineer is required to perform grant administration and prepare construction bid documents for the West Blum site so that all contaminated building materials are removed and handled in accordance with applicable federal and state laws.

Additionally, the City's environmental engineering services on-call contract which started in October 2014 is past the initial three-year term and is currently in the first, one-year extension period. The Engineering, Water and Economic Development

Departments are recommending that now is the appropriate time to reissue the RFQ for these on-call services. Over the past three and half years, having this on-call contract in place has proved to be valuable to the City. It has allowed Phase 1 and Phase 2 environmental assessments to be completed more rapidly which has help to expedite the time it takes to complete property acquisitions. Cost savings on capital projects have also been realized due to the ability of having one consulting firm be able to mobilize staff and testing equipment to multiple project sites during one trip. Visiting multiple sites in one trip reduces overhead costs related to consultant travel time and equipment use charges. This RFQ proposes an initial three-year contract for on-call services, with the City having the option for two one-year extensions.

The schedule for the RFQ distribution and consultant selection is as follows:

RFQ Release to Public	February 26, 2018
Response Due Date	March 20, 2018
Consultant Interviews	March 26-30, 2018
Recommendation to City Manager	April 4, 2018

The review committee for the submitted proposals is as follows:

- Deron Muehring, Civil Engineer
- Candace Eudaley, Director of Transportation Services
- Denise Ihrig, Water Department Manager
- Maurice Jones, Economic Development Director
- Tony Breitbach, Purchasing Coordinator
- Steve Sampson Brown, Project Manager

### **RECOMMENDATION**

It is recommended that the City distribute the Bee Branch West Blum Brownfield Clean Up Project RFQ and solicit proposals from qualified consultants to provide the stated professional services.

### **BUDGET IMPACT**

The estimated cost for consulting services associated with the West Blum Brownfield Clean Up Project is estimated to be between \$75,000-\$125,000. On-call consulting service work performed on individual capital projects will be recharged to those projects, with the scope and fee to be negotiated for each project.

### **ACTION TO BE TAKEN**

I respectfully request authorization to release the RFQ for professional services for the West Blum Brownfield Clean Up Project and that the City Manager be authorized to negotiate an agreement with the recommended consultant.

SSB/sss

cc: Gus Psihoyos, City Engineer  
Deron Muehring, Civil Engineer  
Candace Eudaley, Director of Transportation Services  
Denise Ihrig, Water Department Manager  
Jill Connors, Economic Development Project Coordinator  
Tony Breitbach, Purchasing Coordinator