MEMORANDUM

TO: Matthew H. Greeson, City Manager

FROM: William W. Watterson, Director of Service and Engineering

DATE: September 9, 2014

SUBJECT: Central Districts Sanitary Sewer Study, Project Number 603-14

Proposals were received from three consulting firms in response to the Request for Proposal for the Central Districts Sanitary Sewer Study, Project Number 603-14. Interviews were held with the firms on September 4, 2014. Based on the proposals and the interviews the consultant selection committee recommends that DLZ, Inc. be retained to provide the consulting services for the project. The proposed fee for DLZ to complete the study is $149,857.48.00.

I recommend that we request that City Council retain DLZ to provide consulting services for the project. I also recommend that we request that Council appropriate $165,000.00 to fund the consulting fee and related expenses with a 10 percent contingency.