



AGENDA ITEM MEMORANDUM

DATE: 8/7/2026

TO: Public Works Committee

FROM: Kevin Jump, PE – City Engineer

SUBJECT: Resolution 74-26-27 - authorizing the appropriate City officials to enter into an Addendum dated July 15, 2026, to the contract with Foth Infrastructure and Environment, LLC for FEMA Sub-Recipient Management Costs (SRMC) services related to the South Side Interceptor System (SIS) Rehab/Access Road/Shoreline Protection Program.

ISSUE

Should the Public Works Committee recommend approving the resolution?

STAFF RECOMMENDATION

Staff recommends approval of the resolution.

BACKGROUND/DISCUSSION

The Common Council approved Resolution 62-26-72 entering into an Agreement with the Wisconsin Division of Emergency Management (WEM) to accept Hazard Mitigation Grant Program (HMGP) funds for construction of an engineered revetment and associated infrastructure protection along the Lake Michigan shoreline for the Lakeshore Interceptor Sewer.

In addition to the construction costs, the HMGP program includes funds for Sub-Recipient Management Costs (SRMC). FEMA identifies Management Costs as any indirect costs and administrative expenses that are reasonably incurred in administering a grant. This includes managing the grant (e.g., quarterly reporting, closeout), technical monitoring (e.g., site visits, technical meetings), and staff salary costs directly related to performing the activities listed above.

The SRMC covers 100% of the above costs. City staff wishes to enter into a contract to have FOTH to assist with grant management. FOTH has extensive experience in working with State and Federal Agencies in both securing and managing grants. City staff time is also reimbursable and will be tracked and submitted for reimbursement.

FUNDING IMPACT

There is no cost to the City for the use of the SRMC funds. The costs incurred during the management of the grant funds is reimbursed by FEMA.

IF APPROVED, NEXT STEPS:

If approved, the Addendum with FOTH will be signed, and FOTH will begin management of the HMGP grant and begin tracking staff time.

DEPARTMENT OF
PUBLIC WORKS

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