

Engineering Division of the Public Works Department

To: Chairman Arnett and Public Works Commission Members

From: Maureen McBroom, Stormwater Project Manager

Date: 4/9/2026

Subject: Review and Take Possible Action: Westside Creek System Study Agreement with McMahon Associates, Inc. for \$122,142.00

Background

Engineering Division staff successfully applied for a Wisconsin Emergency Management Pre-Disaster Flood Resilience for the Westside Creek System Assessment in 2025. This study will provide baseline information through field work, modeling and evaluations in regard the impacts on tributaries to the Rock River and adjacent areas that drain to these waterways during the 10-year, 100-year and 500-year rain events. Eight proposals were received from water resource consultants responding to the Request for Proposals (RFP) for this project.

McMahon Associates submitted a complete and competitive proposal for the Westside Creek System Assessment. McMahon Associates' proposal scored within the top three in a quality-based ranking of all 8 proposals. McMahon Associates' proposal was the top-scoring proposal after including consideration of the cost estimates for the top three proposals.

The proposed project is required to begin prior to June 1, 2026 per the Pre-Disaster Flood Resilience Grant. The anticipated completion date for this project is July 31, 2027.

Budget Goal

1. Create a community where all can feel safe and strive for economic success.
2. Maintain indoor and outdoor recreational facilities to enhance safety, overall health, and quality of life.
3. Encourage community growth by assessing opportunities, involving ALL stakeholders, environmental needs, modern code and policy priorities.
4. Strengthen employee trust and retention by fostering a workplace culture of respect, service, and responsiveness to internal and community needs.

Financial Impact

The Westside Creek System Assessment was budgeted for and approved at \$60,000 (after grant reimbursements) through the Stormwater Utility's Capital Outlay Account # 16-58-16-60. The Pre-Disaster Flood Resilience Grant is anticipated to reimburse up to \$91,606.50 of the \$122,142 consultant cost for this work. Since the consultant's proposal came in under the estimated project cost, City staff time spent on this project will be tracked and submitted as in-kind work for reimbursement at the 75% state cost share. The maximum grant award is \$133,575.00.

Recommendation

Engineering Division staff recommend approval of the McMahon Associates Inc. agreement for the Westside Creek System Assessment for \$122,142.00, to be reimbursed at 75% through the Pre-Disaster Flood Control Resilience Grant, up to \$91,606.50. The project is anticipated to begin prior to June 1, 2026 and to be completed by July 31, 2027.

2026 Operational Goals

Present a budget that (Department select the relevant goals, and delete those not relevant):

1. Create a community where all can feel safe and strive for economic success.
2. Maintain indoor and outdoor recreational facilities to enhance safety, overall health, and quality of life.
3. Encourage community growth by assessing opportunities, involving ALL stakeholders, environmental needs, modern code and policy priorities.
4. Strengthen employee trust and retention by fostering a workplace culture of respect, service, and responsiveness to internal and community needs.