

**Memorandum
Public Works Department**



To: City Manager
Subject: Comprehensive Water and Sewer Fee and Rate Study RFP
Date: August 14, 2020
Number: 2020-130

The Public Works Department worked with the Finance Director and solicited proposals for a comprehensive analysis of the City's water and sewer fees and rates.

The request for proposals was posted on the City's website and advertised in the Rock Island Argus on July 27 and 28, 2020.

Proposals were received from the following companies:

Stanley Consultants	Muscatine, IA	\$ 37,115
Willdan Financial Services	Plano, TX	\$ 39,000
MGT Consulting Group	Northfield, IL	\$ 39,700
Raftelis	Kansas City, MO	\$ 44,760
IMEG	Rock Island, IL	\$ 48,500
Bakertilly Municipal Advisors	St. Paul, MN	\$ 49,850
NewGen Strategies & Solutions	Annapolis, MD	\$ 55,940
CDM Smith	Chicago, IL	\$ 62,580

The selection committee reviewed the content of the proposals and checked references. Based upon review qualifications and cost, Stanley Consultants was selected by the committee.

Recommendation

The Public Works Department recommends that the City Council approve the selection of Stanley Consultants, Muscatine, IA to perform a comprehensive analysis of the water and sewer fees and rates and authorize the City Manager to sign the agreement.

Vendor: Stanley Consultants, Muscatine, IA
Budget Amount: \$40,000.00
Contract Amount: \$37,115.00

Accounts Chargeable:

Amount:	\$18,557.50	
Fund:	501	Water Operations & Maintenance
Department:	618	Utilities Services
Cost Center:	041	Administration
Object Code:	53112	Consultant Services

Amount: \$18,557.50
Fund: 506 Wastewater Operations & Maintenance
Department: 618 Utilities Services
Cost Center: 041 Administration
Object Code: 53112 Consultant Services

Submitted by: Michael T. Bartels, Public Works Director
Stephanie Masson, Finance Director
Jason Upton, Utilities Superintendent

Approved by: Randall D. Tweet, City Manager