



January 17, 2025

Ms. Karyn Rittenhouse
Water System Superintendent
City of West Allis
7525 W Greenfield Avenue
West Allis, WI 53214

Re: 96th Street Pump Station –Alternatives Analysis

Dear Ms. Rittenhouse:

We greatly appreciate the opportunity to present this proposal to perform consulting services for you to investigate the replacement of the pumps and examining the reservoirs at the 96th Street Pump Station.

Donohue understands that the existing station was previously studied resulting in a report titled Phase 2 – Needs Assessment Report dated April 2022. Within the report it is recommended to abandon the reservoirs and decrease the size of the booster pumps based on data compiled through calendar year 2021. Since the studied was authored the water usage has slightly increased at various times throughout 2023 and 2024 necessitating the need to re-examine the recommendations.

The intent is to define the required replacement pump equipment in order to proceed with WDNR-PSC coordination and ultimately in to design. The City desires to apply for clean water fund program (CWFP) through WDNR and submit a notice of intent to apply (ITA) by Fall 2025 to allow design to be completed by Summer 2026.

Scope of Services

Donohue will provide the following services:

Data Review and Recommendations

- Attend kick-off meeting at facility
- Review the provided facility pumping data and reservoirs levels
- Review the Phase 2 – Needs Assessment Report

Alternatives Analysis

- Determine the required firm pumping capacity at the station
- Determine the size and number of pumps required to meet the firm pumping capacity
- Determine water storage needs and the impacts of eliminating the reservoirs
- Review the motor control center (MCC) and determine a means for replacement
- Coordinate with WDNR-PSC on the resizing of the station and storage
- Provide conceptual level diagrams detailing the revised pump arrangement
- Provide a technical memorandum summarizing the findings, opinion of probable construction costs, and estimated lead times
- Attend review workshop; update report with mutually agreed upon comments

Project Timing

Donohue will deliver reviewable bidding documents within five (5) months following the Kick-off Meeting.

Compensation

Compensation for the work as defined in the Scope of Services of this proposal shall be in accordance with Donohue's standard chargeout rates in effect at the time the Services are performed. The total cost for these basic Services will not exceed the amounts below without prior written approval from City.

Total	\$24,300
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We look forward to collaborating on this project.

Sincerely,

A handwritten signature in blue ink that reads "Michael Stohl". The signature is written in a cursive, flowing style.

Michael Stohl, PE, Client Team Leader
920.803.7345

CITY OF WEST ALLIS
AMENDED WORK ORDER #10

TO: DONOHUE & ASSOCIATES, INC.

DATE: February 4, 2025

**PROJECT: ENGINEERING DESIGN/CONSTRUCTION SERVICES FOR PUMP STATION
ALTERNATIVES ANALYSIS**

SUBJECT: Engineering Consulting Services

In accordance with Resolution 2024-0110 and the Agreement for Professional Services dated as of November 13, 2015 (the "Agreement:"), you are directed to proceed with work on the Project as outlined below:

Work: See attached Scope of Services dated January 17, 2025.

Estimate: \$24,300

Schedule: Work to commence immediately. To be completed as part of the Basic Services under the Agreement.

This Work Order, including any attachments, is incorporated into the Agreement. All work defined in this Work Order and payment therefore shall be performed in accordance with the terms and conditions of the Agreement, unless otherwise modified herein. Any modification(s) of this Work Order is subject to approval acceptance pursuant to the Agreement.

Issued:

CITY OF WEST ALLIS

By: David Wepking Digitally signed by David Wepking
Date: 2025.03.12 10:49:20 -05'00'

Title: Director of Public Works

Date: _____

By: Kail Decker Digitally signed by Kail Decker
Date: 2025.03.12 09:16:36
-05'00'

Title: City Attorney

Date: _____

ATTACHMENTS:

Scope of Services

Received and Approved:

DONOHUE & ASSOCIATES, INC.

By: Michael Stoll

Title: Vice President

Date: March 12, 2025

COMPTROLLER'S CERTIFICATE

Countersigned this ____ day of ____
2025 and I certify that the necessary
funds have been provided to pay the liability that
may be incurred by the City of West Allis under
this Contract.

Jason Kaczmarek Digitally signed by Jason
Kaczmarek
Date: 2025.03.11 12:06:04 -05'00'

**Jason Kaczmarek, Director of
Finance/Comptroller**