

**ROLL CALL ORDER FOR MEETING OF
July 29, 2024**

Sprank, Roussell, Cavanagh, Resnick, Farber, Wethal, Jones

Viewing Options

The public has the option to view the meeting in City Council Chambers or virtually.

***This meeting will not be broadcast.**

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Written public input can be accepted prior to the meeting by:

- Contacting the City Council directly from the City's webpage at www.cityofdubuque.org/councilcontacts
- Through the City Clerk's Office email at ctyclerk@cityofdubuque.org



**CITY OF DUBUQUE, IOWA
CITY COUNCIL MEETING**

**Historic Federal Building: 350 W. 6th Street -
Second-Floor Council Chambers.**

**Virtual viewing options are available. Please see
above for virtual viewing options.**

July 29, 2024

SPECIAL SESSION

5:15 PM

ACTION ITEMS

These are items where discussion is held by the City Council - public comments are not allowed except as authorized by the Mayor.

1. USEPA Brownfields Multipurpose Grant Project Consultant Selection Recommendation

City Manager recommending City Council approval to hire a consultant to provide engineering services related to managing the Brownfields Multipurpose Grant from the United States Environmental Protection Agency (EPA).

Suggested Disposition: Receive and File; Approve

ADJOURNMENT

The agenda with supporting documents may be accessed at www.cityofdubuque.org or at the City Clerk's Office, 50 W. 13th Street, during regular business hours.

This notice is given pursuant to Chapter 21, Code of Iowa, and applicable local regulations of the City

of Dubuque, Iowa and/or governmental body holding the meeting.

Written comments regarding the above items may be submitted to the City Clerk's Office, 50 W. 13th St., Dubuque, IA 52001, before or at said time of meeting.

Individuals with limited English proficiency, vision, hearing or speech impairments or requiring special assistance should contact the City Clerk's Office as soon as feasible at (563) 589-4100, ctyclerk@cityofdubuque.org . Deaf or hard-of-hearing individuals can use Relay Iowa by dialing 711 or (800) 735-2942.

City of Dubuque
Special Meeting - No Broadcast **Roll Call # 0**
Info

ITEM TITLE:

SUMMARY:

Sprank, Roussell, Cavanagh, Resnick, Farber, Wethal, Jones

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**SUGGESTED
DISPOSITION:**

**City of Dubuque
Special Meeting - No Broadcast Action Items # 01.
Info**

ITEM TITLE: USEPA Brownfields Multipurpose Grant Project Consultant Selection Recommendation

SUMMARY: City Manager recommending City Council approval to hire a consultant to provide engineering services related to managing the Brownfields Multipurpose Grant from the United States Environmental Protection Agency (EPA).

SUGGESTED DISPOSITION: Suggested Disposition: Receive and File; Approve

ATTACHMENTS:

Description	Type
MVM Memo	City Manager Memo
Staff	Staff Memo

TO: The Honorable Mayor and City Council Members

FROM: Michael C. Van Milligen, City Manager

SUBJECT: USEPA Brownfields Multipurpose Grant Project
Consultant Selection Recommendation

DATE: July 25, 2024

City Engineer Gus Psihoyos is recommending City Council approval to hire a consultant to provide engineering services related to managing the Brownfields Multipurpose Grant from the United States Environmental Protection Agency (EPA).

I concur with the recommendation and respectfully request Mayor and City Council approval.



Michael C. Van Milligen

MCVM:as
Attachment

cc: Crenna Brumwell, City Attorney
Cori Burbach, Assistant City Manager
Jenny Larson, Chief Financial Officer
Jill Connors, Economic Development Director
Tracy Schadle, Confidential Account Clerk

TO: Michael C. Van Milligen - City Manager

FROM: Gus Psihoyos – City Engineer



SUBJECT: USEPA Brownfields Multipurpose Grant Project
Consultant Selection Recommendation

DATE: July 25, 2024

INTRODUCTION

This memorandum provides the consultant selection committee's recommendation for hiring a consultant to provide engineering services related to managing the Brownfields Multipurpose Grant from the United States Environmental Protection Agency (EPA).

BACKGROUND

Over the past 19 years, city supported redevelopment efforts have made significant headway in mitigating site specific contamination risks which has led to many sites having their economic viability restored. These locations include the North Port, the Historic Millwork District, and the Bee Branch Greenway. However more work remains to be done. This grant is intended to focus on the South Port, the Washington and North End neighborhood areas. This grant provides funding for community outreach and involvement, environmental assessments, reuse planning, and site remediation and clean-up. Three specific sites were selected to be cleaned up as part of this grant. The sites are the eastern half block expansion of Comiskey Park, and the former Sinclair Oil and Dodd's Terminal sites in the South Port. Due to impacts of COVID-19, the grant was awarded in 2019. However, the work plan was not approved by the EPA until April of 2021. On June 21, 2021 the City Council approved the release of the Request for Proposals for the USEPA Brownfields Multipurpose Grant Project and authorized the City Manager to negotiate an agreement with the recommended consultant.

DISCUSSION

In late spring of 2024, the city ended the original contract with the selected consultant due to extensive project team turn over and the consultant's closest office to Iowa is located in St. Louis, thus resulting in more costs and inability to provide timely responses. On June 28, 2024, the RFP was reposted to the City's website and proposals were due July 16, 2024. Three proposals were received by the deadline. In late July the selection committee reviewed and evaluated all three proposals.

Based on the quality of the submitted proposals the selection committee decided to interview two consultant – Impact 7G and Terracon.

The following City staff served on the RFQ Review Committee:

- Jill Connors - Economic Development Director
- Shena Moon – Associate Planner
- Dawn March – Finance and Safety Coordinator
- Temwa Phiri – Community Engagement Coordinator
- Marie Ware – Leisure Services Manager
- Tracy Schadle – Conf. Account Clerk

Following the second round interview the committee recommends that Impact 7G be selected for the following reasons:

- Demonstrated the highest level of professional competence and a proven track record in the design of brownfield remediation projects, experience of the project team working with federal and state regulatory agencies, and overall success of past projects completed for the City of Dubuque.
- Grasp of the project requirements, understanding of the City’s overall objectives for redevelopment of the three clean-up sites.
- The project team’s proposal and demonstrated an ability to maintain a high level of responsiveness and compatibility with city staff.

Since this project is federally funded by the United States Environmental Protection Agency, cost proposals cannot be part of the evaluation/selection process. Instead, after the committee recommends a consultant for the project, a final scope and will be negotiated directly with them.

For the EPA Brownfields Multipurpose Grant Project an environmental engineer consultant is required to perform the following work:

- Task 1- Cooperative Agreement Oversight and Grant Management
- ~~Task 2- Community Outreach and Involvement Process = Completed~~
- Task 3- Environmental Assessments of Five Locations
- Task 4- Cleanup/Reuse Area Planning
- Task 5- Clean-up and remediation of the Comiskey Park, Sinclair Oil and Dodd’s Terminal sites

Based on review of the proposals and consultant interviews, the consultant selection committee recommends that the City negotiate an agreement and execute a contract with Impact 7G for engineering services related to managing the USEPA Brownfields Multipurpose Grant. The selected consultant will complete the contracted scope of work within the specified grant deadline under the general direction and coordination of the City’s Engineering and Economic Development Departments as authorized by the City Council.

BUDGET IMPACT

Even though this grant was awarded in 2019, due to the impacts of the COVID-19 pandemic the grant work plan was not approved by the EPA until April 2021. Given substantial employee turnover with the previous consultant, the City requested to select a new Qualified Environmental Professional for this Grant. The cost for consulting services associated with the Brownfields Multipurpose Grant Project is estimated to be between \$150,000-\$225,000. The total remaining amount of the federal grant is \$430,591.67. The city's required cost share is \$40,000 which has a remaining balance of \$6,067.38.

ACTION TO BE TAKEN

I respectfully request that you award the USEPA Multi-Purpose Grant Project to Impact 7G. Additionally, permission is requested for the Engineering Department to negotiate a final agreement with Impact 7G so that it may be presented to you for signature.

cc: Tracy Schadle – Confidential Account Clerk
Jenny Larson – Director of Finance and Budget
Jill Connors – Economic Development Director