



THE CITY OF KEY WEST

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EXECUTIVE SUMMARY

DATE: January 30, 2019
TO: James Scholl, City Manager
FROM: John Paul Castro, Utilities Director
Cc: Gregory Veliz, Assistant City Manager

SUBJECT: **Approval of a Task Order from Tidal Basin Government Consulting, LLC, in the Amount of \$23,955.00, for Consulting Services to Procure FEMA Grant Funding for the Force Main Relocation Directional Bore Project.**

Action Statement:

This resolution will approve a task order from Tidal Basin Government Consulting, LLC, in the amount of \$23,955.00, pursuant to Sec. 2-841 and section 287.055 Florida Statutes, and in accordance with Resolution 18-072.

Background:

Resolution 18-205 authorizes the City Manager, upon the advice and consent of the City Attorney, to apply for FEMA Hazard Mitigation Grant Program (HMGP) funding, up to the amount of \$28,688,956.00 (75%) with a local match of twenty-five percent (25%), not to exceed \$9,562,985.00.

HMGP application for infrastructure hardening to install pipe lines beneath Fleming Key Channel via horizontal directional bore method was evaluated and ranked by the Monroe County Local Mitigation Strategy Working Group, receiving a score of 395, and attaining the top tier level for funding from the HMGP made available from Hurricane Irma Disaster Declaration (FEMA-4337-DR).

Cost for this project to install pipe lines beneath Fleming Key Channel via horizontal directional bore method was initially estimated to cost \$2,330,000.00. Reimbursement by the FEMA grant will be \$1,747,500.00. Revised project cost, \$4,101,790.00, includes pipe lines for reuse water, potable water, electrical and communication cables.

Key to the Caribbean – Average yearly temperature 77° F.

Purpose and Justification:

FEMA grant funds are administered by the Florida Department of Emergency Management (FDEM), through a process that includes a thorough review of the application, multiple requests for additional information, a project specific benefit-cost analysis, quarterly reporting, document submittals with reimbursement requests, progress coordination meetings and site visits, and closeout completion tasks.

Approval of this task order to provide professional services for procurement of the grant, as required by the application process, is a highly recommended component toward obtaining grant funding for the force main relocation via horizontal directional drill method project.

This task order will provide services necessary to obtain the grant agreement and provide guidance to city staff so that the city will receive reimbursement for all eligible costs. Only actual labor hours and expenses incurred will be billed to the city. Based on the identified tasks and fee schedule, staff thinks the associated costs are reasonable and appropriate.

Options:

1. Approve the task order from Tidal Basin Government Consulting, LLC to provide consulting services to obtain FEMA grant funding for the Force Main Relocation Directional Drill Project, in the amount of \$23,955.00; and authorize budget amendments and transfers. This option facilitates the FEMA Hazard Mitigation Grant Program application process, increasing the likelihood for the FEMA funding allocation to the city.
2. Do not approve the task order from Tidal Basin Government Consulting, LLC to provide consulting services to obtain FEMA grant funding for the Force Main Relocation Directional Drill Project. This option may result in rejection of the FEMA Hazard Mitigation Grant Program application and/or loss of funds for the City of Key West.

Financial Impact:

Force Main Relocation Directional Drill Project is funded in account 401-3503-535-6500 Construction in Progress, Project Number SE35031802 – Directional Bore Influent Force Main, in the amount of \$1,950,000.

Recommendation:

Staff recommends option #1, approve the task order from Tidal Basin Government Consulting, LLC to provide consulting services to obtain FEMA grant funding for the Force Main Relocation Directional Drill Project, in the amount of \$23,955.00; and authorize the City Manager to execute the contract.