




MEMORANDUM

Date: April 11, 2024

To: Honorable Mayor and Commissioners

Via: Albert P. Childress
City Manager 

From: Kelly Crowe, P.E.
Utilities Director

Subject: **24-5632 Approval of a Task Order in the Amount of \$26,000 to Perez Engineering & Development, Inc. to provide Permitting Services for the construction of the Stormwater Outfall – Tide Valve Replacement Project**

Introduction

This resolution will approve an additive change order in the amount of \$26,000 to Task Order 20-04 from Perez Engineering & Development, Inc. pursuant to Resolution 20-078 to provide Permitting Services for the Construction of the Stormwater Outfall – Tide Valve Replacement Project and authorize the City Manager to execute any necessary documents and authorize any necessary budget transfers.

Background

Perez Engineering, contracted under a General Engineering Services Agreement, pursuant to resolution 17-207, and extended under resolution 20-142, is nearing completion of Final Design for the installation of Tide Valves on twenty of the City's Stormwater Ocean outfalls under Task Order 20-04, pursuant to resolution 20-078, and has identified five sites requiring environmental review and potential mitigation for impacts to mangroves and in-water work. Perez Engineering proposes to sub-contract with Terramar Environmental Services, Inc. to perform this work.

Procurement

The amount of this Task Order is \$26,000 and is an additive change order to Task Order 20-04 in the original amount of \$461,170.00. Approval of this Change Order will bring the new total contract amount to \$487,170.00.

The Federal Emergency Management Agency (FEMA) awarded the city Hazard Mitigation Grant funding for the design of this project, FEMA number 4337-231-R, which was approved by City Commission as

Resolution 20-006. This agreement provides up to \$504,373.00 in Federal share costs at the current rate of 53% FEMA / 47% City. Unfortunately, this task does not qualify for reimbursement, so the City cost for this Permitting Task Order will be \$26,000.00. Funds for this task are budgeted in Account 402-3801-538-3100 (Professional Services). Upon approval, Purchase Order #91804 will be increased by \$26,000 from \$461,170 to \$487,170.

Recommendation

The City Manager's Office recommends the Mayor and Commission approve the resolution authorizing the City Manager to execute an amendment to Task Order 20-04 in the amount of \$26,000 to Perez Engineering & Development, Inc. to conduct permitting activities and authorize any necessary budget transfers upon consent of the City Attorney.