MEMORANDUM NO. 24-10

DATE: 01/23/2024

TO: Mark Berman, City Attorney

FROM: Matthew Kudrna, Project Manager II

SUBJECT: Request for Resolution- Execute Work Authorization No. 24026-01
NE 10th ST. & Dixie Hwy

In October 2021, the City solicited for CCNA civil consultants through RLI E-20-20. Following this, the Commission approved a Contract for Consultant Agreement with Baxter & Woodman, Inc. which was one of the many ranked firms. This was done via Ordinance No. 2021-54 for a Continuing Contract for Engineering Services for Civil Engineering Services for Various City Projects.

The project area is bounded by NE 10th Street to the north, by Dixie Highway to the west, by NE 6th Street to the south and by NE 5th Avenue to the east and this project aims to alleviate ponding issues in this area. The area primarily consists of a single-family residential neighborhood with a small amount of multi-family and some business located along the Dixie Highway/FEC corridor. Based on the City's Stormwater Master Plan (2013), the area mentioned was identified as a priority drainage basin that requires stormwater system improvements. This was based on the historical flooding problems observed by City staff, the flooding complaints received from residents, and the results from the existing conditions stormwater model.

At this point, I request a resolution to execute Work Authorization No. 24026-01, which amounts to $294,732.00 This will provide civil engineering design services for the subject project, specifically as detailed in the attached Exhibit A. Please refer to the attached Work Authorization and other corresponding documents for reference.

If you have no objections, please process my request for a resolution to execute Work Authorization No. 24026-01 to Baxter & Woodman, Inc. in the amount of $294,732.00 for civil engineering services. I will present this to the commission for approval.

Enclosures:

Work Authorization No. 24026-01
Exhibit A-Work Authorization Back Up.
Ordinance 2021-54