

## MEMORANDUM

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Purchasing #16-124  
September 21, 2016

To: Dennis W. Beach, City Manager

Through: Otis J. Thomas, General Services Director

From: Cassandra LeMasurier, Purchasing Supervisor

Subject: L-54-16, Continuing Contract for Professional Engineering and Consulting Services for the Municipal Air Park Negotiation of Contract with Second Highest Ranked Firm HDR Engineering, Inc.

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Request for Letters of Interest (RLI) #L-54-16 was issued to select a firm to provide continuing professional services to the City for engineering and consulting services for the Municipal Air Park projects for which the construction cost will not exceed \$2 million, and for any study activity for which fees will not exceed \$200,000.

At the September 13, 2016 City Commission meeting staff was directed to prepare an agenda item to authorize contract negotiations with the second highest ranked firm HDR Engineering, Inc., in addition to the highest ranked firm Kimley-Horn and Associates, Inc.