

MEMORANDUM NO. 18-25

DATE: March 20, 2018

TO: Mark Berman, City Attorney

FROM: Tammy Good, PMP, Project Manager III 

SUBJECT: Request for Resolution- Execute Work Authorization No.1-SW 2nd Street Storm Water Design CIP#18-336

In October 2015, the City solicited for CCNA civil consultants through RLI 31-15. Subsequent to this RLI, Commission approved a Contract for Consultant Agreement with one of the many ranked firms, Craig A. Smith & Associates, Inc. via Ordinance No. 2016-20, Continuing Contract for Engineering Services for Civil Engineering Services for Various City Projects.

At this time I would like to request a resolution to execute Work Authorization No. 1 in the amount of \$143,833.00 to provide civil engineering design services for the subject project, and more specifically as detailed in the attached Final Design Scope and Fees. Please see attached Work Authorization No.1 and other corresponding documents for reference.

If you do not have any objection, please process my request for a resolution to execute Work Authorization No.1 to Craig A. Smith & Associates, Inc., in the amount of \$143,833.00 for civil engineering services, and I will present to commission for approval.

Enclosures:

Final Design Scope and Fees
Resolution 2016-20
Work Authorization No.1
RLI E 31-15 CCNA Civil Engineering Services