

### MEMORANDUM NO. 18-30

**DATE:** March 29, 2018

**TO:** Mark Berman, City Attorney

**FROM:** Tammy Good, PMP, Project Manager III <sup>TG</sup>

**SUBJECT:** Request for Resolution-Execute Consultant Agreement- CIP#16-291-Kendall Lake Neighborhood Stormwater Improvements

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A single project RLI E-38-15 was advertised in September 2015 to provide engineering services for Kendall Lake Neighborhood Improvements. Subsequent to this RLI, a contract was awarded on April 12, 2016 to the highest ranked firm, Mathews Consulting, a Baxter Woodman company, via (Resolution No. 2016-165) to provide tasks 2.a-2.d, as described on page 2 of the RLI E-38-15.

At this time we are now ready to commence with the remaining tasks 2.e-2.f as described in the RLI E-38-15 on page 2, and more specifically as detailed in the attached Final Design Scope and Fees, in the amount of \$252,062.00.

If you do not have any objection, please process my request for a resolution to execute a Consultant Agreement to Mathews Consulting, a Baxter & Woodman Company, in the amount of \$252,062.00 for professional engineering services and construction administration, and I will present to commission for approval.

Enclosures:  
Final Design Scope and Fees  
Resolution 2016-165  
Consultant Agreement  
E 38-15 Kendall Lake Neighborhood Storm Water Improvements