

MEMORANDUM NO. 20-03

DATE: October 23, 2019

TO: Mark Berman, City Attorney

FROM: Matthew Kudrna, Engineering Project Manager II

SUBJECT: Request for Resolution-Approve WA# 3 for CIP# 18-325 US1 & NE 14th St.
Drainage Improvements

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

At this time, I would like to request a resolution to execute **Work Authorization No. 3 in the amount of \$196,069.00** to provide related Engineering Design Services for the subject project, and more specifically as detailed in the attached Craig A. Smith & Associates Scope and Fee. Please see attached Work Authorization No. 3 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. 3 to Craig A. Smith & Associates in the amount of \$196,069.00 for engineering services, and I will present to commission for approval.

Enclosures:

- Work Authorization No. 3
- Scope and Fee-Craig A. Smith & Associates
- Ordinance 2016-20 (Includes: RLI- E-31-15. Continuing Contract for Civil Engineering Services)