



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Utilities

**DATE:** March 12, 2024

**SUBJECT:** Motion to approve and authorize an amendment to the Professional Services Agreement with Michael Aldrich for Wastewater Treatment Operation Supervisory Consulting Services, not exceeding \$10,000. - **Utilities**

**CITY MANAGER RECOMMENDATION:**

The City Manager recommends that the Commission authorize an amendment to the Professional Services Agreement with Michael Aldrich for Wastewater Treatment Operation Supervisory Consulting Services, not exceeding \$10,000.

**BACKGROUND OF ITEM:**

On August 25, 2023, the City engaged Michael Aldrich, its former Chief Plant Operator, for wastewater treatment operation supervisory consulting services to support the staff during the transition to a new Chief Plant Operator. The initial agreement, spanning six (6) months, concluded on February 25, 2024. As the City is still in the process of filling the Chief Plant Operator position, there is an ongoing need for further wastewater treatment operation supervisory consulting services.

With 36 years of employment, Michael has acquired extensive knowledge of the wastewater facility, encompassing both mechanical operations and regulatory compliance. Notably, he has made himself available around the clock to troubleshoot various issues within the wastewater plant. Beyond his mechanical expertise, Michael has devoted considerable time to reviewing regulatory reports, ensuring the City's compliance with the Florida Department of Environmental Protection.

**ANALYSIS:**

Due to the ongoing vacancy in the Chief Plant Operator position, the analysis suggests a need for the continuation of Michael Aldrich's services. His 36 years of experience, coupled with his commitment to addressing plant issues and ensuring regulatory compliance, make a compelling case for his continued engagement until the Chief Plant Operator position is filled.

**STRATEGIC PLAN:**

N/A

**PROCUREMENT:**

Sec. 2-258. – Exclusions and exceptions to bid and proposal requirements.

(g) *Professional services.* Contracts for the service of professionals, including but not limited to the practice of law, management consulting, medicine, real estate appraisal, or other area of expertise as determined by the City Manager or designee to be in the best interest of the City, and not otherwise subject to the requirements of F.S. § 287.055, as amended, may be entered into without competitive bidding; however, qualifications, work history, and other relevant data shall be reviewed before entering into such contracts. Professional services contracts that exceed the threshold established in subsection 2-256(a) of this Code, (“Methods of Source Selection”), will require approval by the City Commission.

**FISCAL IMPACT:**

Sufficient funds are available in the Water & Sewer Fund and budgeted for this purpose.

<u>General Ledger Acct. Number</u>	<u>Budgeted Amount</u>	<u>Amount Spent</u>	<u>Requested Amount</u>	<u>Remaining Amount</u>
450-950-531100-536	\$70,000	\$31,405	\$10,000	\$28,595

**ATTACHMENTS:**

1. Michael Aldrich Amendment to Agreement
2. Michael Aldrich Initial Agreement
3. Exhibit A – Scope of Services
4. Ryan Webster, Chief Water Plant Operator Recommendation Memorandum