



City of Eustis

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TO: EUSTIS CITY COMMISSION

FROM: Tom Carrino, City Manager

DATE: October 5, 2023

RE: Resolution Number 23-88: Coolidge Street Engineering Design Services

Introduction:

Resolution Number 23-88 awards RFQ Number 007-23 to Kimley Horn and Associates, Inc. for Engineering Design Services for the Coolidge Street Stormwater and Roadway Improvements Project, and authorizes the City Manager to execute all agreements and contracts with the award.

Background:

Resolution Number 23-73 awarded Wright-Pierce Engineering the Construction Administration Service contract for the Coolidge Street Utility Improvements Project. Resolution Number 23-83 awarded Bid Number 011-23 to Cathcart Construction Company for the Coolidge Street Utility Improvements Construction Services. Staff advertised for Engineering Qualifications under RFQ Number 007-23 for Engineering Design Services for this project. Four submitters were reviewed and shortlisted. Subsequent presentations were held and the evaluation committee ranked Kimley Horn and Associates as Number 1. Kimley Horn and Associates provided a proposal for the design services for a lump sum fee of \$399,595. The Scope of Services for this associated work is as follows:

- TASK #1: Project Coordination
- TASK #2: Roadway Design
- TASK #3: Drainage Design
- TASK #4: Environmental Site Assessment
- TASK #5: Permitting
- TASK #6: Lighting Coordination
- TASK #7: Surveying and Utility Investigation Services
- TASK #8: Geotechnical Services
- TASK #9: Utility Coordination
- TASK #10: Grant Administration (Optional)
- TASK #11: Bidding and Award Services (Optional)

Kimley Horn will perform services in Tasks 1 through 9 for the total lump sum fee of \$399,595. Upon request, Kimley Horn will perform the optional services in Tasks 10 (\$36,560) and 11 (\$12,190) for the total lump sum fee of \$48,750.

ADDITIONAL SERVICES: The following services are not included in this scope, but may be performed upon request:

- Legal descriptions and parcel sketches
- Right of way acquisition coordination services

- Signalization Plans
- Auxiliary lanes or access change improvements along existing roadways
- Detailed Temporary Traffic Control Plans
- Lighting Design
- Master Utility Plan
- Utility Design
- Landscape Plans
- Specific protected species surveys
- Archaeological or historical surveys
- Protected species permitting
- Contamination assessment
- Permitting with the City, Lake County or other agencies not listed above
- Attendance at meetings in addition to those noted in the scope of services
- Construction Phase Services
- Engineering Inspection Services

Staff will hold open the option of additional services at a later date, if the need arises. Lump sum fees will be invoiced monthly based upon the overall percentage of services performed.

Recommended Action:

Staff recommends approval of Resolution Number 23-88.

Alternatives:

1. Approve Resolution Number 23-88
2. Deny Resolution Number 23-88

Discussion of Alternatives:

1. Alternative 1 approves the Resolution.

Advantages:

- The Coolidge Street Utility Improvements Projects requires engineering design services, and Kimley Horn was ranked Number 1 of four submissions based upon qualifications and cost of services.

Disadvantages:

- The action approves an expenditure of \$399,595.

2. Alternative 2 denies the Resolution.

Advantages:

- The City would not expend \$399,595.

Disadvantages:

- The Coolidge Street Utility Improvements Project will be suspended without a qualified engineering firm's design.

Budget/Staff Impact:

The City's approved 2023-2024 CIP Budget includes funds for the purchase of Engineering Design Services for the Coolidge Street Utility Improvements Project.

Prepared By:

Sally Mayer, Administrative Assistant - Public Utilities

Reviewed By:

Greg Dobbins, Deputy Director of Public Utilities

Attachments:

Kimley Horn Scope of Services, available upon request