



## STAFF REPORT

Regular City Commission Meeting

January 09, 2025

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**To:** Elected Officials

**From:** Dale L. Martin, City Manager

**Date:** December 30, 2024

**Item Name:** Resolution 2025-03. A Resolution by the City of Flagler Beach, Florida approving a Professional Services Task Order from McKim & Creed in an amount not to exceed \$99,060.00 for the design and other services summarized in Attachment "A" of a 1.0-million-gallon (MG) storage tank at the Water Treatment Facility; providing for conflict and an effective date.

**Background:** The City owns and operates a two-million-gallon per day potable Water Treatment Facility (WTF). The WTF provides potable water to serve the needs of Flagler Beach residents, businesses, and the City. To maintain an adequate supply of water, the City currently maintains an existing one-million-gallon storage tank located on S. Flagler Avenue.

To enhance the City's ability to provide uninterrupted service and to ease plant operations, City staff has recommended the design and construction of an additional one-million-gallon storage tank. This recommendation has been incorporated into the City's Five-Year Capital Plan (Annual Budget 2024/2025). The intent is to construct the additional storage tank on the grounds of the WTP (4680 Seminole Woods Blvd., Palm Coast).

Pursuant to the terms of the Master Contract for Professional Services recently renewed in March 2024, McKim & Creed (Consultant) was asked by City staff to provide a scope of services, lump sum fee proposal, and schedule to develop preliminary design services for this Task. Please see the attached Proposal for specific details.

This preliminary work will produce a "Basis of Design Report" that will establish the parameters for moving forward with the full construction drawings, specifications and bidding documents. These will be presented for approval at a future CC meeting to be determined.

**Fiscal Impact:** Project Number 639, included in the FY 24-25 budget, GL 402.5391.606300.639.

**Staff Recommendation:** Staff recommends approval of Resolution 2025-03, awarding a design services contract to McKim & Creed in an amount not to exceed \$99,060.00.

**Attachments:**

Resolution 2025-03  
Professional Services Task Order Proposal (McKim & Creed)