



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Session **MEETING DATE:** August 15, 2023
FROM: Mike Null, Asst. City Manager
SUBJECT: Approve two task orders to Kimley-Horn in a total not-to-exceed amount of \$14,500 to prepare two FDOT Beautification Grant Applications for landscape improvements on Orange Ave and Walnut St. *Mike Null*

BACKGROUND

Heather Glisson with Kimley-Horn approached the City on July 21 to notify us that FDOT had advertised a grant application cycle for their Beautification program. The draft applications are due August 14, 2023 and the final applications are due October 2, 2023. The only required match is construction management and ongoing maintenance of the project once constructed.

In short order, City staff and Heather, in coordination with FDOT personnel from District 4 and District 2, were able to identify two potential projects. The Walnut Street project would allow for landscaping and irrigation costs related to the Walnut Street project from Palmetto to Magnolia to be funded. The Orange Ave project would allow for landscaping of the medians immediately north and south of Harbor Road, as planned with the US 17 Corridor Study. Each project carries a construction budget cost of \$100,000.

Heather formerly worked for the City and her writing and planning skills were very-well evidenced by her critical participation in both the City's Comprehensive Plan Update language and the CRA Needs Assessment documents. Heather is also very familiar with the City and brings tremendous insight to the table regarding these proposed projects. For these reasons as well as the quick turn-around time to prepare the grants, City staff approved the task orders to be completed. Staff is bringing this to the City Council for ratification since, while it is within the City Manager's authorization amount, it requires an exception to the "three written quotes" policy in our purchasing policies manual. Kimley-Horn is also not one of our continuing services engineers. Additionally, City staff did not want to pass up this funding opportunity as it has historically has not been extremely competitive and the timeliness to provide additional funding to the over-budget Walnut Street Project and the public demand for beautification of the US 17 corridor is opportune.

FISCAL IMPACT

The cost is not to exceed \$14,500 for both grant applications for an opportunity to obtain \$200,000 in grant funds with no direct match costs.

RECOMMENDATION

Approve two task orders to Kimley-Horn in a total not-to-exceed amount of \$14,500 to prepare two FDOT Beautification Grant Applications for landscape improvements on Orange Ave and Walnut St.