

STAFF REPORT UTILITY MEETING

AGENDA DATE: January 31, 2023

DEPARTMENT: Water Utilities

TITLE:

Agreement with Guardian Community Resource Management Inc. for Environmental Review and Grant Management

SUMMARY:

Agreement with Guardian Community Resource Management Inc. for Environmental Review and Grant Management for a total cost of \$74,450.

BACKGROUND AND JUSTIFICATION:

The City issued a Request for Proposals #22-206 and #22-206R for environmental review and grant management for a Florida Department of Economic Opportunity grant for the City's Water Treatment Plant roof storm hardening project. The City is requesting assistance with the required environmental review process and grant administration on the \$989,206 grant from FDEO to harden the roofs of the water treatment plant. RFP #22-206 received one proposal and unfortunately that did not meet the requirements for FDEO approval to reimburse the City on the grant task for these services. The City readvertised through the newspaper advertisement and bidsandtenders.com channels and again received one proposal. The City reviewed the proposal and found it to meet the requirements and be within the range of the cost estimate for the tasks. FDEO also gave their approval of the proposal and the agreement with the understanding that only \$69,174 would be covered by the grant and the City would fund the difference of \$5,276.

MOTION:

Move to approve/disapprove the Agreement with Guardian Community Resource Management Inc. for Environmental Review and Grant Management for a total cost of \$74,450 (City would only pay \$5,276.)

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement
RFP Evaluations

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2023	2024	2025	2026	2027
Inflows					
Current Appropriation	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	69,174	0	0	0	0
In Kind	0	0	0	0	0
Outflows					
Operating	0	0	0	0	0
Capital	74,450	0	0	0	0
Net Fiscal Impact	5,276	0	0	0	0
No. of Addn'l Full-Time Employee Positions					
	0	0	0	0	0

New Appropriation Fiscal Impact:		
	Revenue Source	Expenditure
Department		
Division		
GL Description		
GL Account Number		
Project Number		
Requested Funds		

Budget Transfer Impact		
	Revenue Source	Expenditure
Department		
Division		
GL Description		
GL Account Number		
Project Number		
Requested Funds		

Contract Award - Existing Appropriation		
	Expenditure	
Department	Water	
Division	Treatment	
GL Description	Improve other than Build	
GL Account Number	422-7022-533.63-00	
Project Number	WT2206	
Requested Funds	\$74,450	