

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** February 4th, 2020

**DEPARTMENT:** Public Works

**TITLE:**

Task Order #12 with Baxter Woodman, Inc. for the Construction Engineering and Inspection Services (CEI) for the District 3, Year 4 Neighborhood Road Program

**SUMMARY:**

The Task Order #12 with Baxter Woodman authorizes the consultant to perform the CEI services for the Neighborhood Road Program's Year 4, District 3 construction project at a cost not to exceed \$53,150.00.

**BACKGROUND AND JUSTIFICATION:**

The Neighborhood Road Program is entering the fourth and final year of construction and the design services are completed and ready for construction. Baxter Woodman, Inc. is one of the City's four engineering consultants on contract and is responsible for the construction engineering and inspection services for this project. The project is scheduled to be completed within 180 calendar days and the consultant will be monitoring and certifying the construction work for a total of 20 hours per week. Task Order #12 will be issued to Baxter Woodman at a cost not to exceed \$53,150.00.

**MOTION:**

Move to approve/disapprove Task Order #12 with Baxter Woodman, Inc.

**ATTACHMENT(S):**

Fiscal Impact Analysis

Task Order #12

## FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
Capital Expenditures	53,150	0	0	0	0
Operating Expenditures	0	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
 Net Fiscal Impact	 53,150	 0	 0	 0	 0
 No. of Addn'l Full-Time Employee Positions	 0	 0	 0	 0	 0

### B. Recommended Sources of Funds/Summary of Fiscal Impact:

Account Number	Account Description	Project Number	FY20 Budget	Current Balance	Agenda Expenditure	Balance
308-5020-519-63-15	Improve other than Build	NR2003			\$53,150.00	

### C. Department Fiscal Review: \_\_\_\_\_