



## Cover Memorandum/Staff Report

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**File #:** 24-841

**Agenda Date:** 6/18/2024

**Item #:** 6.1.9.

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**TO:** Mayor and Commissioners  
**FROM:** Hassan Hadjimiry, P.E. Utilities Director  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** June 18, 2024

APPROVAL OF AMENDMENT NO. 1 TO AGREEMENT RFQ NO. 2022-034 OWNERS REPRESENTATIVE SERVICES FOR DESIGN-BUILD CONSTRUCTION PROJECT OF A NEW WATER TREATMENT PLANT (WTP), AND RELATED IMPROVEMENTS TO INCLUDE WORK AUTHORIZATION NO. 2 TOTALING \$522,957.08, AND WORK AUTHORIZATION NO. 3, TOTALING \$119,989.93, WITH HAZEN & SAWYER, P.C., IN A TOTAL CONTRACT INCREASE VALUE AMOUNT OF \$642,947.01.

**Recommended Action:**

Approval of Amendment No. 1 to Agreement RFQ No. 2022-024 Owners Representative Services for Design-Build Construction Project of a new Water Treatment Plant (WTP), and related improvements to include Work Authorization No. 2 totaling \$522,957.08, and Work Authorization No. 3, totaling \$119,989.93 with Hazen & Sawyer, P.C. in a total increase value amount of \$672,947.01.

**Background:**

On September 19, 2022, the City Commission authorized staff to negotiate an agreement with the top-ranked firm (Hazen & Sawyer, P.C.) for Owner's Representative services in connection with the Construction of the City's new water treatment plant ("Project") pursuant to RFQ No. 2022-034. The scope of work for the Project was approved in phases by Work Authorizations. On November 15, 2022, under Resolution 189-22 City Commission approved Service Authorization No. 1 as follows:

**Work Authorization No. 1** included project management, water treatment plant concept validation, design-build procurement services, and grant application assistance totaling \$251,963.00.

The Utilities Department (Department) seeks approval of Amendment No. 1 to Agreement RFQ No. 2022-034 that includes additional scope and related fees for Work Authorization No. 2 and Work Authorization No. 3 as follows:

**Work Authorization No. 2** includes project management, funding assistance, engineering services for Pre-design Phase, Phase 1 Detailed Design, including \$50,000 additional engineering contingency allowance totaling \$1,522,957.08

**Work Authorization No. 3** includes asset management related assistance to evaluate Computerized Maintenance and Management Systems (CMMS), as the asset repository for the new WTP, totaling \$119,989.93

Total overall increase value of Amendment 1 totals \$642,947.01

This motion is in accordance with the Code of Ordinance Chapter 36, Commission Approval Required and Purchasing Policy.

**City Attorney Review:**

Approved to form and legal sufficiency.

**Funding Source/Financial Impact:**

Finance Project ID# 36001 Capital Outlay - Utilities Water Treatment Plant 443-36-260-536.63-90

**Timing of Request:**

Sensitive to keep the project on schedule.