



Cover Memorandum/Staff Report

File #: 19-204

Agenda Date: 3/12/2019

Item #: 6.M.

TO: Mayor and Commissioners
FROM: Susan Goebel-Canning, Public Works Director
THROUGH: Chief Neal de Jesus, Interim City Manager
DATE: March 12, 2019

APPROVAL OF CHANGE ORDER NO. 3 WITH BAXTER & WOODMAN FOR ENGINEERING DESIGN SERVICES, FOR CAPITAL IMPROVEMENT PROJECT ON SW 3rd CT., SW 4TH STREET, SW 6TH STREET, AND SW 7TH AVENUE FOR RECLAIMED WATER RESIDENTIAL SERVICES, IN AN AMOUNT NOT TO EXCEED \$6,100.

Recommended Action:

Motion to approve Change Order No. 3 Engineering Design Services, for Capital Improvement Project (CIP) on SW 3rd Court, SW 4th Street, SW 6th Street, and SW 7th Avenue to provide reclaimed water residential services, in an amount not to exceed \$6,100.

Background:

City of Delray Beach (City) staff requests approval of Change Order No. 3 to Baxter & Woodman Inc. DBA Mathews Consulting, a Baxter & Woodman Company (Baxter & Woodman) in an amount not to exceed \$6,100 for professional design services.

A reclaimed water master plan was developed in 2003 and updated in 2016 (Master Plans) by Baxter & Woodman, which divided the City into 16 areas (Area). City staff has used the plans for programming various project expansions into the City's annual capital improvement plan budget. Change Order No. 1 provided reclaimed water services to the major users outlined in the Master Plans. Change Order No. 2 provided landscape and irrigation design along SW 4th Street and SW 7th Avenue and electrical engineering design for the alleyway lighting within SW 4th & 6th Streets, and SW 7th Avenue were included. Change Order No. 3, under consideration for approval, is a request to provide reclaimed water services to residential users adjacent to Area 14 based on feedback from collaborative discussions on equity, economics, and regulatory requirements. To date, change orders cumulatively total \$88,294.

This request is in compliance with Code of Ordinances, Chapter 36, and the Purchasing Policies & Procedures Manual.

Attachments:

Change Order No.1
Change Order No. 2
Change Order No. 3
Change Order No. 3 Legal Review Checklist

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

Account No. 334-41-340-541.68-86-Capital Outlay Improvements

Time Sensitivity:

This is not a time sensitive issue.