



Legislation Text

File #: 17-068, Version: 1

TO: Mayor and Commissioners
FROM: John Morgan, Director Environmental Services
THROUGH: Chief Neal de Jesus, Interim City Manager
DATE: January 24, 2017

SERVICE AUTHORIZATION NO. 12-27 WITH KIMLEY-HORN AND ASSOCIATES IN THE AMOUNT NOT TO EXCEED \$16,000 TO DESIGN THE STRUCTURAL CONCRETE FOUNDATION AND ELECTRICAL SERVICE FOR THE CITY 100' CHRISTMAS TREE

Recommended Action:

Motion to Approve Service Authorization No. 12-27 with Kimley-Horn and Associates (KHA) in the amount not to exceed \$16,000 for the professional engineering services related to the structural foundation design and electrical service for the City's 100' Christmas Tree (Project No. 17-062).

Background:

On July 14, 2015 City Commission directed Staff to continue repairs to the City's 100' Steel Christmas Tree. Additionally, on September 15, 2015 Commission approved, via Best Interest Resolution No. 64-15, utilizing Eagle Metal Products a two year term contract to assemble & disassemble (\$25,000/year), and repair one section of the 100' Christmas Tree (\$40,000/year) in an amount not to exceed \$130,000.

In efforts to continue the continuity of the 100' Christmas Tree Holiday Event, along with meeting the deadlines established for the 2018 Holiday Season, direction from Commission is requested (Exhibit A).

Funding for a new 100' aluminum tree was not approved in the FY 16/17 Budget. Therefore, the City's only solution for the 2017 Holiday Season is to continue and move forward with the repairs to the existing 100' tree.

Moreover, the location of the tree in 2017 has been moved per a new lease agreement with the Old School Square. The new proposed location for the Christmas tree will be situated in the empty lot just west of NE 2nd Ave. and south of the existing parking garage. As a result of the tree being relocated to the new location, a new concrete foundation with associated electrical service will need to be designed, engineered, and constructed prior to the tree's assembly in 2017.

Service Authorization 12-27 with Kimley-Horn and Associates (KHA) in the amount not to exceed \$16,000 for the professional engineering services is proposed for the concrete structural foundation and electrical service design for the 100' Christmas Tree (Project No. 17-062) since this engineering firm performed the structural analysis of the existing steel tree and is familiar with all aspects of the project scope.

The City utilized engineering consultants that were retained via RFQ #2012-06 (City Project #12-057). KHA's annual contract is valid through January 2017 and has been extended for 6 months.

The recommendation complies with the City Code of Ordinances, Section 36.02(C)(3), "*Professional Services*."

City Attorney Review:

Approved as to form and legal sufficiency.

Finance Department Review:

Finance recommends approval.

Funding Source:

Funding in the amount not-to-exceed \$16,000 will be available from Account No. 001-2911-519.31-30 (General Fund: Engineering/Architect). Funding to support this engineering design will be requested from the Community Redevelopment Agency in association with the Old School Square Master Plan project.

Timing of Request:

In order to prepare for the 2017 holiday season events, it is critical that the design for the foundation and electrical service to support the 100' Christmas Tree in a new location on the Old School Square property move forward as soon as possible.