



Legislation Text

File #: 17-106, Version: 1

TO: Mayor and Commissioners
FROM: John Morgan, Director Environmental Services
THROUGH: Chief Neal de Jesus, Interim City Manager
DATE: February 21, 2017

SERVICE AUTHORIZATION NO. 12-26 WITH KIMLEY-HORN AND ASSOCIATES, INC. TO INSPECT THE STRUCTURAL CONDITION OF THE 100' STEEL CHRISTMAS TREE DURING DISASSEMBLY IN A NOT-TO-EXCEED AMOUNT OF \$3,800

Recommended Action:

Motion to Approve Service Authorization No. 12-26 with Kimley-Horn and Associates, Inc. (KHA) in the amount not-to-exceed \$3,800 for professional engineering services to inspect the City's 100' Christmas Tree steel frame during disassembly and provide recommendations with respect to assembly of the tree for the 2017 holiday season.

Background:

In February 2015, KHA performed a structural integrity evaluation of the Christmas tree frame. This analysis found that all the steel members of the frame showed evidence of rust ranging from minor to severe. The analysis also recommended an ongoing replacement program with the objective of replacing all the steel frame members over a 5 year period. Although some steel members were replaced during the disassembly and reassembly of the tree for the 2015 and 2016 holiday seasons, there are ongoing concerns with the condition of the tree frame. Service Authorization 12-26 with KHA in the amount not to exceed \$3,800 is requested for the professional engineering services to inspect the City 100' Christmas Tree frame during disassembly and provide an update to the 2015 report as well as recommendations with respect to the assembly of the tree for the 2017 holiday season (Project No. 17-064).

On January 24, 2012 the City entered into an Agreement with KHA for general engineering consulting services (RFQ 2016-06). On December 13, 2016, Commission approved Amendment No. 4 extending the Agreement through June 30, 2017.

This recommendation complies with the City Code of Ordinances, Section 36.06(A)(2), "*Within the Scope of Work*".

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 \$3,800 will be available from account number 001-2911-519.31-30 (General Fund: Engineering/Architect) after a budget transfer and is subject to the mid-year budget amendment. Funding to support this engineering inspection and analysis will be requested from the Community Redevelopment Agency in association with the Old School Square Master Plan project.

Timing of Request:

Completing the inspection during disassembly in January 2017 is necessary in order to document the current condition of the steel tree.