



Item No. 176

AGENDA ITEM REQUEST FORM

Town Manager

Connie Hoffmann

Department Submitting Request

Dept Head's Signature

REGULAR
COMMISSION MTG
Meeting Dates - 7:00 PM

DEADLINE TO
Town Clerk

ROUNDTABLE/
SPECIAL MEETING
Meeting Dates / TIME

DEADLINE TO
Town Clerk
7 Days Prior (noon)

- July 12, 2011
- July 26, 2011 SPECIAL BUDGET 5:30 PM
- July 26, 2011
- Aug 23, 2011
- Sept 12, 2011 1st PUBLIC HEARING
- Sept 13, 2011
- Sept 26, 2011 2nd PUBLIC HEARING
- Sept 27, 2011

- July 01 (5:00 pm)
- July 15 (5:00 pm)
- July 15 (5:00 pm)
- Aug 12 (5:00 pm)
- Sept 01 (5:00 pm)
- Sept 02 (5:00 pm)
- Sept 15 (5:00 pm)
- Sept 16 (5:00 pm)

- Insert Date/Time

- Presentation
- Resolution
- Reports
- Quasi Judicial
- Consent
- Old Business
- Ordinance
- New Business

FY2011 DESIGNATED HIGH PRIORITY ITEM
PRIORITY TOPIC:

SUBJECT TITLE: AUTHORIZATION OF INCREASE IN CHEN MOORE CONTRACT FOR FY 2011

EXPLANATION: As the Commission is aware, the Chen Moore engineering contract has a provision that limits the amount the Town will pay them for engineering services each year.

Last fiscal year's limit was \$56,725 but we paid them only \$17,000. (The Stormwater Master Plan work was approved by motion of the prior Town Commission without reference the Engineering contract.)

Staff authorized Chen Moore a work order in the latter part of the last fiscal year in the amount of \$26,000 to design the Tradewinds drainage project, but the bills for that design work actually hit the books in this fiscal year. In the current fiscal year, we assigned Chen to design the Flamingo Drive drainage project, plus spent \$6,000 on several small general engineering assignments with them. Assuming we spend an additional \$4,000 with them in the last quarter of the fiscal year, we will go over this fiscal year's limit of \$58,427 by approximately \$10,000.

We will, however, be \$25,000 below the combined limit on their contract for the two year period (expenditures of \$90,000 versus a limit of \$115,000).

RECOMMENDATION: Staff recommends that the Commission authorize execution of an amendment to the Chen Moore contract to provide an expenditure cap in FY 2011 only of \$68,000.

Reviewed by Town Attorney
 Yes No

Town Manager Initials CH