



**NOTICE AND AGENDA
CITY OF TREASURE ISLAND, FLORIDA
BOARD OF COMMISSIONERS
REGULAR WORKSHOP
CITY HALL AUDITORIUM, 120 108TH AVE,
TREASURE ISLAND, FL 33706
FEBRUARY 4, 2020
IMMEDIATELY FOLLOWING THE COMMISSION MEETING**

Welcome to the City of Treasure Island Commission Workshop. If you wish to speak on a topic which is on today's agenda, a speaker's form [available in the rear of the room] must be completed and given to the City Clerk. Please do not address the Commission from your seat, but rather from the podium where your comments can be heard by all and recorded as required by Florida law. Unscheduled topics may be presented under the Public Comments section of the agenda.

I. CITY MANAGER AND CITY ATTORNEY REPORT

II. DISCUSSION

1. Consider City Manager Purchase Authority for \$100,000 for as-needed Civil Engineering Services

III. OLD BUSINESS

IV. CITY COMMISSION REPORTS

V. PUBLIC COMMENT

VI. ADJOURN

For any person desiring to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based [F.S. 286.0105]. NOTE: Any transcript shall be requested and made by the individual requesting same at his or her own expense. Therefore, a court reporter may be desired or required accordingly.

Any person with a disability who needs any accommodation in order to participate in this proceeding is entitled to assistance at no cost. Please contact the Office of the City Clerk in writing at 120 108th Avenue, Treasure Island, FL, 33706 or by phone at (727) 547-4575 at least two working days prior to the meeting to advise what assistance is needed.



CITY OF TREASURE ISLAND AGENDA COVER MEMORANDUM

February 4, 2020

Item No. 2.1

DATE: January 23, 2020

TO: Garry Brumback, City Manager

FROM: Paula Cohen, Community Improvement Director

SUBJECT: City Manager Purchase Authority for \$100,000 for as-needed Civil Engineering Services

BACKGROUND

After completing the Request for Proposal process, on December 4, 2018 the City Commission approved the authorization to purchase “as-needed” civil engineering services from the following 3 firms: Applied Sciences Consulting, Inc., Deuel & Associates, and Cardno, Inc.

POLICY / PURPOSE

In accordance with Administrative Policy-26, Procurement and Purchasing Policy Section 2-276. - Purchasing procedures for goods, materials and services.

(b) *Expenditures in excess of \$25,000.00.* The city commission may authorize an expenditure in excess of \$25,000.00 for goods, materials, equipment or services after a public, formal, sealed-bid solicitation process or any other procurement method so authorized.

STRATEGIC PLAN RELEVANCE

GOAL 5 - Proactively maintain and improve infrastructure that meets the future needs of the City.

The three engineering firms were chosen to conduct surveys, prepare designs, perform plan review services, and conduct field inspections. These efforts are performed to ensure that the City’s infrastructure systems are not damaged or compromised. Further, all work is performed to code for the safety of all.

ANALYSIS / DISCUSSION

The staff’s utilization of the “as-needed engineering services” for the fiscal year will exceed \$25,000.00 for one or more of the civil engineering firms.

FUNDING

The FY20 Budget - Building Fund line item for civil engineering services account 140-5241-34000, contractual services is \$100,000.

RECOMMENDATION

To approve authorization to expend up to a maximum of \$100,000 in FY20 for as-needed civil engineering services. The as-needed civil engineering services shall be provided by the following 3 firms: Applied Sciences Consulting, Inc., Deuel & Associates, and Cardno, Inc. The funds for the “as-needed civil engineering services” will be paid from account 140-5241-34000, contractual services.