

Agenda Memorandum

To: Honorable Mayor and City Council Members
Prepared By: Bobby Wyatt, Public Works Director
From: Bryan Cobb, City Manager
Date: July 17, 2023
Subject: **Resolution No. 4349-23**, Interim Repairs for McKinnon Avenue Ditch to Pond 140 – ITB 23-52 Bid Award

Procedure: Consent Agenda

Introduction: This is a request for City Council to award Invitation to Bid (ITB) #23-52 to Universal Contracting and Construction Inc., in the amount of \$56,639.44 for the interim repair of the McKinnon Avenue Ditch to Pond 140, to approve a ten percent (10%) project contingency in the amount of \$5,663.00, and to approve a budget amendment for the total project cost of \$62,303.00.

Discussion: A portion of the conveyance ditch that runs from McKinnon Avenue to Pond 140 adjacent to the rear of existing homes along Gould Place was damaged during Hurricane Ian and needs to be repaired. The goal of this project is to perform an interim repair to stabilize the ditch until a permanent solution can be implemented. A site map of the damaged area is provided as Attachment 1.

The services necessary to construct the interim repair were advertised on Vendorlink on June 7, 2023, as part of ITB #23-52. Six (6) sealed bids were received and opened on June 22, 2023. The Bid Opening Minutes are provided in Attachment 2. Universal Contracting and Construction Inc. was the lowest, responsive bid in the amount of \$56,639.44. City Staff reviewed the bids and recommends awarding of ITB #23-52 to Universal Contracting and Construction Inc.

The contracting mechanism for this bid award is the City's Standard Construction Agreement. A copy of this agreement is provided in Exhibit 2 of Resolution No. 4349-23.

In addition to the bid amount of \$56,639.44, Staff recommends approving a ten percent (10%) project contingency of \$5,663.00, for a total project cost of \$62,303. The contingency will be available to address any unforeseen issues that may arise during the repair process.

As damage to the conveyance ditch along McKinnon Avenue is the result of Hurricane Ian, the City will be requesting reimbursement from the Federal Emergency Management Agency (FEMA).

Budget Impact: Funding for this project is not included in the FY 2022/23 Amended Budget. The Use of Fund Balance in the Stormwater Fund is required to fund this project. The City will seek reimbursement of the repair costs from FEMA.

Strategic Impact: This project meets the Goals and Strategies of the Natural and Built Systems Strategic Focus Area..

Recommendation: It is recommended that City Council adopt Resolution No. 4349-23.

Attachments: 1. Site Map
2 Bid Opening Minutes for Bid 23-52