

**AGENDA ITEM SUMMARY SHEET**  
**VILLAGE COUNCIL MEETING**  
**July 10, 2019**

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**Agenda Item:**

Design and Permitting Services for Coconut Road Crosswalks and Drainage Improvements CN 2018-05

**Description:**

The current fiscal year 2018/2019 budget includes \$60,800 for crosswalk and drainage improvements along Coconut Road. The first step for this project is the selection of and executing a contract with a firm to provide design and permitting services.

Pursuant to Chapter 287.055 Florida Statutes, the engagement of a firm to provide professional engineering services such as those required for the Coconut Road Crosswalks and Drainage Improvements requires the solicitation of Letters of Interest from firms, the short listing of a minimum of three firms by an evaluation committee, and the final ranking of firms by that committee following interviews of the short listed firms.

On November 28, 2018, the Village Council approved the ranking of firms under CN 2018-05 and authorized the negotiation of a contract with the ranked firms in descending order to initiate the work. Contract negotiations have been completed with the number one ranked firm Kisinger Campo & Associates, Corp.

Staff has attached firm ownership disclosure of greater than 5% as recommended by the Village Attorney.

**Action Requested:**

Approve the contract with Kisinger Campo & Associates, Corp. to provide professional engineering services to proceed with the design and permitting services work required for the Coconut Road Crosswalks and Drainage Improvements.

Authorize the Village Manager to execute the contract on behalf of the Council.

**Financial Impact:**

The proposed contract is for \$66,515. This exceeds the 2018/2019 budget for this project. Additional unused funds under Misc. Stormwater Maintenance (\$20,000) and National Pollution Discharge Elimination System (NPDES) Compliance (\$50,000) will be used to cover the project budget.

**Attachments:**

1. Contract
2. Ownership Disclosure