

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: December 8, 2023

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: John A. Titkanich, Jr., County Administrator
Kristin Daniels, Director, Office of Management and Budget

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Agreement with Carter Associates, Inc. for Design Services for Oslo Park Paving and Drainage Project (IRC-2308)

BACKGROUND:

On May 16, 2023, the Board denied approval for non-Ad Valorem Assessments for street paving in the Oslo Park area, and directed staff to pursue design, engineering, and cost estimation for the project. The Board approved the final ranking of firms established for Request for Qualifications (RFQ) and authorized negotiations with the top ranked consultant, Carter Associates, Inc. (CAI) at its October 3, 2023 meeting.

The agreement is now ready for the Board's consideration. The agreement represents the initial phase of the work, which will include survey, geotechnical investigation, permitting investigation, conceptual design, and public outreach. After the county approves the conceptual design, an amendment to the agreement will be brought before the Board to cover additional services and costs included in final design development, permitting, and utility coordination and adjustments.

FUNDING:

The project will be initially funded by Gas Tax with a cash budget amendment to the Secondary Roads/Road & Bridge/Construction in Progress/Oslo Park Paving account. Once the cost of the project is determined, and the assessments begin to be collected, the Gas Tax fund will be reimbursed for expenses over 25% of the project costs.

Account Number	Account Description	Total
10921441-066510-24003	Secondary Roads/Road & Bridge/Construction in Progress/Oslo Park Paving	\$285,240

RECOMMENDATION:

Staff recommends the Board approve the agreement, and authorize the Chairman to execute it after review and approval by the county attorney as to form and legal sufficiency.

Attachment:

Agreement with CAI