



## Legislation Details (With Text)

<b>File #:</b>	20-91	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Resolution	<b>Status:</b>		Consent Agenda	
<b>File created:</b>	2/4/2020	<b>In control:</b>		City Council	
<b>On agenda:</b>	2/26/2020	<b>Final action:</b>			
<b>Title:</b>	Approve Task Order 2020-11 with Carollo Engineers, Inc. to assist Sewer Field Operations (SFO) in Project and Assessment Information Management Assistance, Quality Control Process Development, Long-Term Strategic Planning, and SCADA Maintenance; To Approve a Resolution Amending the FY2020 Budget, BAF#20-037. (Utilities Director)				

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Carollo Proposal Task Order 2020-11.pdf, 2. TO (2020-11) CAROLLO \$175810.66 (2-26-20) UT.pdf, 3. Budget Resolution FY 2020 (Carollo Task Order).pdf, 4. BAF 20-033-T -UT-CCC Program Engineering Svcs (2-26-20) Agenda 20-090.pdf

Date	Ver.	Action By	Action	Result
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## CITY COUNCIL AGENDA ITEM

Memo Date: February 4, 2020  
Agenda Date: February 26, 2020  
Prepared By: Melinda M. Keesee, Field Operations Technician  
Through: Chris M. Collier, Assistant Utilities Director  
Through: John A. Walsh, P.E., Utilities Director

**Requested Action:**

To Approve Task Order 2020-11 with Carollo Engineers, Inc. to assist Sewer Field Operations (SFO) in Project and Assessment Information Management Assistance, Quality Control Process Development, Long-Term Strategic Planning, and SCADA Maintenance; To Approve a Resolution Amending the FY2020 Budget, BAF#20-037.

### **BACKGROUND:**

Over the past five years, the City has successfully implemented and completed a comprehensive gravity sewer collections system assessment program. The information gained from this program provides data critical to the successful implementation of a proactive asset management team within Sewer Field Operations (SFO).

As part of the development of the asset management team and as support to SFO in maintaining the City's sewer collections system as a whole, the City of Cocoa has requested that Carollo Engineers, Inc. assist SFO in prioritizing asset repair and replacement activities, scoping and preparing contract documents, managing outside services, organizing and utilizing asset data, and increasing staff collaboration and interactions. The services under this task order will include providing project and assessment information management assistance, quality control process development, long-term strategic planning, and SCADA maintenance. Staff along with assistance from Carollo Engineers, Inc.

will manage the efforts required to determine the scope of work necessary for repair and replacement of sewer collections infrastructure.

Staff requests approval of Task Order 2020-11 with Carollo Engineers effective January 8, 2020.

**STRATEGIC PLAN CONNECTION:**

N/A

**BUDGETARY IMPACT:**

Budgeted	Yes, but insufficient
If not budgeted, is amendment/transfer attached?	Yes

Budget Adjustment Form # 20-037

Amount Requested: (\$50,811)  
Account Number: 421-4125-536.46-00  
Account Name: Repair and Maintenance

Amount Requested: \$50,811  
Account Number: 421-4125-536.31-03  
Account Name: Engineering Services

Total Amount Requested	
Amount Requested:	\$175,810.66
Account Number:	421-4125-536.31-03
Account Name:	Engineering Services

Source of Funds:	Operating Revenue
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**PREVIOUS ACTION:**

On August 28, 2018, City Council approved Task Order 2019-02 with Carollo Engineers, Inc. to assist Sewer Field Operations (SFO) in Project Assessment Information Management Assistance, Quality Control Process Development, Long-Term Strategic Planning, and SCADA Maintenance for FY2019.

**RECOMMENDED MOTION:**

To Approve Task Order 2020-11 with Carollo Engineers, Inc. to assist Sewer Field Operations (SFO) in Project and Assessment Information Management Assistance, Quality Control Process Development, Long-Term Strategic Planning, and SCADA Maintenance; To Approve a Resolution Amending the FY2020 Budget, BAF #20-037.