




Interoffice Memorandum

March 1, 2024

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

 Carrie Mathes, NIGP-CPP, CFCM, CPPO, C.P.M., Manager II,
Procurement Division

CONTACT: Brian Sanders, Interim Manager, Transportation Planning Division
407-836-8022

SUBJECT: Approval of Amendment No. 2, Contract Y20-831, Professional Services for Tiny Road Roadway Conceptual Analysis

ACTION REQUESTED:

Approval of Amendment No. 2 Contract Y20-831, Professional Services for Tiny Road Roadway Conceptual Analysis, with WSP USA, Inc., in the amount of \$65,203.09, for a revised total contract amount of \$615,178.43.

PROCUREMENT:

This amendment will provide additional engineering services to add the development of a two-lane roadway alternative to the study, which will provide a complete street project that will include a roadway crossing, extending the trail to both sides of the road, bicycle and pedestrian safety zones, and a roundabout at the nearby school. The amendment will also extend the contract duration by 365 days from January 1, 2024 to December 31, 2024. This project is located in District 1.

FUNDING:

Funding is available in account number 1034-072-5155-3110.

APPROVALS:

The Transportation Planning Division concurs with this recommendation.

DISCUSSION:

On September 1, 2020, the Board authorized the selection of WSP USA, Inc. and authorized negotiation and execution of a contract by the Procurement Division provided that the contract does not exceed the budget amount of \$550,000. The contract was executed on October 8, 2021, in the amount of \$549,975.34.

Previous contract amendment is as follows:

Amendment No. 1: Effective Date: 10/13/2022 Amount: \$0

Extended the time of the contract duration by 454 days from October 3, 2022 to December 31, 2023.