




Interoffice Memorandum

June 16, 2023

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

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

CONTACT: Lindy A. Wolfe, P.E, LEED AP, Manager II, Utilities Engineering Division
407-254-9918

SUBJECT: Approval of Amendment No. 3, Contract Y15-802, Engineering Services for
Town Center (PS #3497) and South Central (PS #3499) Master Pump
Stations Improvements

ACTION REQUESTED:

Approval of Amendment No. 3, Contract Y15-802, Engineering Services Town Center (PS #3497) and South Central (PS #3499) Master Pump Stations Improvements, with Tetra Tech, Inc., in the amount of \$115,216.61, for a revised total contract amount of \$710,800.88.

PROCUREMENT:

This amendment will provide additional construction administration phase services required by the County. The additional engineering effort includes review and respond to requests for information, shop drawings resubmittals, and additional construction progress meetings required. This project is located in Districts 1 and 4.

FUNDING:

Funding is available in account numbers 4420-038-1559-20-6310 and 4420-038-1559-21-6310.

APPROVALS:

The Utilities Engineering Division concurs with this recommendation.

DISCUSSION:

On February 10, 2015, the Board authorized the selection of Tetra Tech, Inc. and authorized negotiation and execution of a contract by the Procurement Division provided that the contract does not exceed the budget amount of \$450,000. The contract was executed on April 18, 2016, in the amount of \$449,845.

The following are the previous contract amendments:

Amendment No. 1: Effective Date: 2/28/2019 Amount: \$49,870.81

Additional design services.

Amendment No. 2: Effective Date: 4/27/2021 Amount \$95,868.46

Additional construction services.