



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

CATS
NO.:
47669

PROJECT: Curlew Creek and Smith Bayou Watershed Evaluation and Management Plan

BID NUMBER: 145-0425-NC (SS)

TYPE: Purchase Contract Other: CCNA Construction-Less than \$100,000 One Time

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

RISK MANAGEMENT: Please enter required liability coverage on pages:16-20 **PRODUCT ONLY**
This is a CCNA contract. Estimated Expenditure: \$850,000

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. J. Lauro, Director C. Mancuso S. Steele	7/13/15	<i>[Signature]</i>		
2.	Public Works Pick Talley, Director Kelli Levy, Manager Merry Celeste Robert McWilliams	7/22/15 7/22/15 7-14-15	<i>[Signature]</i> KHL <i>[Signature]</i>	pp 2, 22, 23, attachments N/A	

Using Dept please provide below information:

- A. Yes, funding for this project is using grant funding. No, funding for this project is not using grant funding.
If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.
- B. FY16 Initial and Date Funding is available for this project.
Provide title of funding source Stormwater Fee. Anticipated 50% match from SWFWMD. Anticipated reimbursement from City of Dunedin.
- C. Please check attached vendor list. Circle vendors you want bids mailed to. Add additional vendors with complete information (Name, Address, Phone and Email)

3.	BCC Finance Attn: Cassandra Williams	7/27/15	<i>[Signature]</i>		
4.	OMB Attn: Bill Berger	7/28/15	<i>[Signature]</i>	See attached, NOTE pg 22 FEMA	
5.	Risk Management Director Attn: Virginia E. Holscher (Check applicable box at right)	8/4/15	<i>[Signature]</i>	see attached	HIGH RISK
6.	Legal Attn: Miles Belknap	8/6/15	MB	SWFWMD Grant should be reviewed and any required items incorporated into RFP and Agreement	
7.	Asst. County Administrator Paul Sacco	8/10/15	<i>[Signature]</i>		

RETURN ALL DOCUMENTS TO PURCHASING

Make all inquiries to: Sue Steele at Extension 44776
In order to meet the following schedule, please return your requirements to Purchasing by: 08/06/15

TENTATIVE DATES	
Advertisement: TBD	Opening: TBD

OMB Contract Review

Contract Name	Curlew Creek and Smith Bayou Watershed Evaluation and Management Plan.				
CATS#	47669	Contract #	Proposal/Bid # 145-0425-NC (SS)	Date:	07/29/15

Mark all Applicable Boxes:

Type of Contract									
CIP		Grant	<input checked="" type="checkbox"/>	Other	<input checked="" type="checkbox"/>	Revenue		Project	

Contract information:

New Contract (Y/N)	Yes	Original Contract Amount	\$850,000 (full contract)
Fund(s)	1094	Amount of Change	N/A
Cost Center(s)	436065	Contract Amount	\$850,000 (50% comes from SWFWMD)
Program(s)	2205	Amount Available	Total: \$850,000
Account(s)	5310033	Included in Applicable Budget? (Y/N)	Yes
Fiscal Year(s)	FY16, FY17, FY18		

Description & Comments

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

The purpose of this proposal is to seek the services of a consulting firm qualified to develop a management plan for the Curlew Creek and Smith Bayou watersheds in accordance with County, Southwest Florida Water Management District (SWFWMD) and FEMA requirements. The management plan will be used as a tool in the planning, regulation and management of the watershed for future development and as a basis for determining and prioritizing capital improvements.

The total anticipated amount for this proposal is \$850,000, with 50% anticipated match from SWFWMD grant. The breakdown is as follows: FY16 \$130,000; FY17 \$450,000; FY18 \$270,000. Anticipated reimbursement from SWFWMD is as follows: FY16 \$65,000; FY17 \$225,000; FY18 \$135,000. The FY16 Budgeted amount in 1094.436065.2205.5310033 is \$130,000. Pinellas County is only paying for the unincorporated area, therefore the funding is in F1094.

There is also anticipated reimbursement from the cities of Clearwater and Dunedin, who expressed the interest in the project. The anticipated reimbursement schedule is as follows:

FY16: \$10,400 Clearwater, \$14,300 Dunedin

FY17: \$36,000 Clearwater, \$49,500 Dunedin

FY18: \$21,600 Clearwater, \$29,700 Dunedin

Analyst:
Yana Matiyuk

Ok to Sign: