No. PW041503-14

REQUEST AUTHORIZATION FOR MAYOR AND FINANCE OFFICER TO SIGN PROFESSIONAL SERVICES AGREEMENT OR AMENDMENT

Project Name & Number: SS03-1292 E. Eglin Lift Station & Force Main

Project Description: Preliminary design report to provide alternatives and recommendations for providing sanitary sewer service to the southeast quadrant of the I-90 / Elk Vale intersection area, including the Heartland Business Park. Study will be followed with an amendment for final design plans, currently anticipated to include a sewage lift station and force main.

Consultant: Kadrmas, Lee & Jackson, Inc.

Original Contract Amount: $29,668.00 **Original Completion Date:** June 30, 2003 (Study Phase)

Amendment Number:

Amendment Description: NOTE: This action for Preliminary Design Report and field survey of selected alternative. Anticipate future amendment for Final Design (estimated at $15,000 to $25,000 depending on selected alternative).

Current Contract Amount: _____ **Current Completion Date:** _____

Change Requested: _____

New Contract Amount: $0.00 **New Completion Date:** _____

Funding Source This Request:

Amount	Dept.	Line Item	Comments
$29,668.00	833	4223	Sewer Improvements - Professional Services
$29,668.00	**Total**		

Agreement Review & Approvals

Project Manager **Date**

Division Manager **Date**

Department Director **Date**

City Attorney **Date**

ROUTING INSTRUCTIONS

Route **two** originals of the **Agreement** for review and signatures.
Finance Office - Retain one original
Project Manager - Retain second original for delivery to Consultant
cc: Public Works
Engineering
Project Manager

FINANCE OFFICE USE ONLY

(Note to Finance: Please write date of Agreement in appropriate space in the Agreement document)

	Date	Initials	Approved	
Appropriation			Y	N
Cash Flow			Y	N