

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

Date: 1/3/19

Project Name & Number: Analysis of Federal Emergency Management Agency (FEMA) Special Flood Hazard Areas (SFHA) Meade/Hawthorne Drainage Basin, Project Number 18-2458 **CIP #:** 51190

Project Description: To provide professional engineering services related to the preparation of detailed hydrologic and hydraulic analyses, Letter of Map Revision (LOMR) to SFHA's identified in the current National Flood Insurance Rate Maps and recommendations for drainage infrastructure projects within the Meade/Hawthorne Drainage Basin to reduce current flood risks.

Consultant: Advance Engineering and Environmental Services, Inc. (AE2S)

Original Contract Amount: \$164,272.00 **Original Contract Date:** 1/22/19 **Original Completion Date:** 12/31/19

Addendum No:

Amendment Description:

Current Contract Amount: _____ **Current Completion Date:** _____
Change Requested: _____
New Contract Amount: _____ **\$0.00** **New Completion Date:** _____

Funding Source This Request:

Amount	Dept.	Line Item	Fund	Comments
\$164,272.00	7402	4223	609	Stormwater
\$164,272.00	Total			

Agreement Review & Approvals

Project Manager Date

Division Manager Date

Compliance Specialist 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