MEMORANDUM

Date: February 20, 2014

TO: Dave Bullock, Town Manager

FROM: Juan Florensa, Public Works Director

SUBJECT: Resolution 2014-08, Budget Transfer in the Amount of $13,000 from General Fund, Commission Contingency, to Public Works Department for Consulting Services for Solid Waste Services Bid

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The Town utilized an outside consultant, Kessler Consulting Inc. (KCI), to assist the Town in the preparation and evaluation of the Request for Proposal on Solid Waste Services.

The Town originally budgeted $20,000 for this service and the new projected cost is $33,000 requiring an additional $13,000 to be transferred from General Fund, Commission Contingency. This action does not increase the Town's general fund budget and a $12,000 balance will remain in the Commission Contingency account as follows:

General Fund, Commission Contingency:	
Opening balance	$ 250,000
Resolution 2013-36 (Nov 4, 2013)	(25,000)
Proposed Resolution 2014-06	(200,000)
Proposed Resolution 2016-08	(13,000)
Remaining Balance	$ 12,000

The consultant work associated with this project increased because we elected not to accept the original proposals as submitted and elected to re-advertise the RFP. Accordingly, KCI has been tasked with additional services.

A budget transfer is needed to cover the additional associated costs. Resolution 2014-08 will effect this budgetary change.

Resolution 2014-08 was presented to the Commission at their February 18, 2014 Regular Workshop meeting. The Resolution was forwarded to the March 3, 2014 Regular Meeting for formal action.

Please don't hesitate to contact me if you have any questions.

RESOLUTION 2014-08

A RESOLUTION OF THE TOWN OF LONGBOAT KEY, FLORIDA, AMENDING THE FISCAL YEAR 2013-2014 BUDGET BY TRANSFERRING UNALLOCATED, BUDGETED FUNDS FROM COMMISSION CONTINGENCY IN GENERAL SERVICES IN THE AMOUNT OF $13,000.00 TO THE PUBLIC WORKS DEPARTMENT PROFESSIONAL SERVICES ACCOUNT FOR CERTAIN SOLID WASTE CONSULTING SERVICES; PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Town of Longboat Key has budgeted, in the Commission Contingency Account in General Services, unallocated funds to be used at the Town Commission's discretion to provide for unexpected costs and projects in the Town of Longboat Key; and,

WHEREAS, the Town contracted with Kessler Consultants to provide consulting services for Solid Waste Service bidding process; and,

W**HEREAS,** the Town's Public Works Department originally budgeted $20,000.00 for professional consulting services associated with the Solid Waste Service bidding process; and,

WHEREAS, due to the decision to reject all bids during the first bidding process and to reissue the Request for Proposals in a second bid process, the Town incurred additional unanticipated consulting services from Kessler Consultant;

WHEREAS, to address the consulting costs associated with the second bid process for Solid Waste Service the Town's Public Works Department seeks to increase the budgeted amount for profession consulting services in an amount of $13,000; and,

WHEREAS, there are available and unallocated funds in the fiscal year 2013-2014 budget in the Commission Contingency account; and,

WHEREAS, a budget transfer of available funds must occur in the fiscal year 2013-2014 budget; and,

WHEREAS, the Town of Longboat Key, Town Charter, Article V, Section 9(d) provides for such action.

NOW, THEREFORE, be it resolved by the Town Commission of the Town of Longboat Key, Florida, that:

SECTION 1. The above Whereas clauses are true and correct and are hereby ratified and confirmed.

SECTION 2. The Town Commission hereby transfers, in the fiscal year 2013-2014 budget, Thirteen Thousand and No/100 Dollars ($13,000.00) from account 001.3000.519.9901, Contingency in the General Services account, to account 001.2200.513.3104, Other Professional Services.

SECTION 3. This Resolution shall become effective immediately upon adoption.

Passed by the Town Commission of the Town of Longboat Key on the _____ day of _____, 2014.

_____
James L. Brown, Mayor

ATTEST:

_____
Trish Granger, Town Clerk

End of Agenda Item