

CIP BUDGET AMENDMENT REQUEST

(Used for all amendments/transfers per CIP Policy approved 2 September 2014)

Date	1/6/2025
CIP Project(s)	5400229
Division	Roads and Drainage
BRJ ID:	Mschmitz 2-18-25A 4-1-25

For Transfers under CIP Policy 6.a and 6.b shown below	For CIP Policy 6.b only
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	Amount FROM	Fund	Cost Center	Account	Project	Total Project Budget	% Decrease

TOTAL \$	-						
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	Amount TO	Fund	Cost Center	Account	Project	Total Project Budget	% Increase

TOTAL \$ -

JUSTIFICATION (Attached Current Fiscal Year CIP Detail Sheets)

Increase budget for Design to 188,345

APPROVALS

Division Director Approval:	 JAY JARVIN	 M. SCHMITZ
Policy 6.a: Budget/Procurement	2/7/25	4-1-25
	(Date)	(Date)

6. Amending the Adopted CIP - Circumstances may arise during the fiscal year which makes it necessary to amend the Adopted CIP. Since many of the County's CIP projects span multiple years and funding sources, the Board considers certain variances of estimates to be reasonable and not require BoCC approval. The CIP may be amended as follows:

- a. The Budget and Procurement Director or designee may administratively approve changes to the funding source of a project, as long as the total project budget does not change.
- b. The County Manager or designee may approve project budget increases or decreases, which are less than 5% of the total project budget or \$250,000 (whichever is less). Multiple amendments to the same project can be approved by the County Manager if the total is under 5% or \$250,000.

For Transfers Requiring Board Approval						Board Date:
	Amount FROM	Fund	Cost Center	Account	Project	Justification: See attached Agenda Backup
	\$ 88,345	14971	540000152	5968140	0	
				5998140		
TOTAL \$	88,345					
	Amount TO	Fund	Cost Center	Account	Project	Justification: See attached Agenda Backup
	\$ 88,345	14971	540152101	5666000	5400253	
TOTAL \$	88,345					

Requesting Division: FORWARD TO BUDGET & MANAGEMENT SERVICES (CA02)

(Rev. 08-24)

Select Agenda Date: March 4, 2025
Select a Category: Q. Consent Agenda
Select a Sub-Category: Roads & Drainage Division
Select Approval Path: **Fiscal Impact**
Recommend Move (To Regular): YES
Recommended "Move To" Category: County Manager

SUBJECT:

Approve Consultant Services Authorization (CSA) No. 22-091-05 with Kisinger Campo & Associates, Corp. (Consultant) to provide professional engineering services in connection to the preparation of initial engineering documents and 15% Line and Grade plans for the design of the Avon Park Cutoff Rd Bridge No. 164312 Replacement Project, CIP Amendment and budget transfer. (\$188,345.00 one-time expense)

DESCRIPTION:

As a result of the most recent FDOT Bridge Inspection Report for Bridge No. 164312, Avon Park Cutoff Rd over Bowlegs Creek, there are six metal culvert pipes that are in need of replacement due to deformation and significant corrosion. Polk County has requested the Consultant to provide professional engineering services for the preparation of a Bridge Hydraulic Report (BHR), Bridge Development Report (BDR), and 15% Line & Grade plans for the design of a new structure to replace the existing Bridge.

This CSA will retain the Consultant to perform the aforementioned services at a not-to-exceed fee of \$188,345.00 and will be completed in accordance with the Scope of Services in "Exhibit A".

RECOMMENDATION:

Request Board approve CSA No. 22-091-05 with the Consultant, CIP Amendment and budget transfer to provide professional engineering services for the preparation of a Bridge Hydraulic Report (BHR), Bridge Development Report (BDR), and 15% Line & Grade in connection to the Avon Park Cutoff Rd Bridge Replacement Project at a cost of \$188,345.00.

FISCAL IMPACT:

Upon approval of the CIP Amendment, \$88,345.00 will be transferred from the Transportation Millage Fund, Reserve for Future Projects to the Avon Park Cutoff Road CIP Project.

CONTACT INFORMATION:

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