



Agenda Item: Discuss and Consider Approval to Execute an Agreement with Atkins for Monitoring Services for the Stewart Beach Drainage Project

Background:

Upon the completion of construction of the Stewart Beach drainage project, Atkins will provide long term, post construction monitoring services to transfer knowledge and ensure the success of the project. They will conduct coordination meetings, perform site observations and provide reporting to support their findings.

This work will be in support of the Post Construction Monitoring Plan developed for the project. Some of the items that will be reviewed are parking lot elevations, swale overtopping elevations and catchment elevations; along with side slopes and bottom elevations. Atkins will work closely with Park Board teams over a two year period of time to train and educate on how to use the Plan and logs to maintain the project.

Atkins' deliverables for the Tasks are as follows:

1. Coordinate twelve (12) pre-visit conference calls with the Park Board designated representatives to coordinate site visits and discuss observations and maintenance activities.
2. Perform a total of twelve (12) site visits, one (1) visit every two (2) months for the first two (2) years after construction.
 - a. Complete a total of twelve (12) Monitoring Logs, one (1) for every visit, noting general and specific site observations.
 - b. Prepare a total of twelve (12) Technical Memos, summarizing observations and maintenance recommendations, highlighting any areas of concern.

Staff Recommendation:

Staff recommends executing a contract with Atkins not to exceed \$37,311.85.00 over the two year period for post construction monitoring services for the Stewart Beach drainage project.

Funding Source (if applicable):

This activity is budgeted in FY 22 through the SB-52-7006 Contingency Board Approval line item.