

# CITY OF TARPON SPRINGS, FL

## PROCUREMENT SERVICES

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### MEMORANDUM

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**TO:** Honorable Mayor and Board of Commissioners  
**FROM:** Jay Jackus, CPPO, CPPB, Procurement Services Director  
**DATE:** 11/14/2017  
**SUBJECT:** Award File No. 180039-N Water & Wastewater Revenue Sufficiency Analysis & Comprehensive Impact Fee Study

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### RECOMMENDATION:

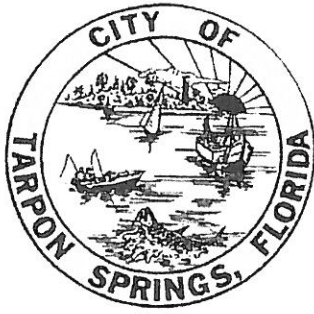
Award File No. 180039-N-JJ Water & Wastewater Revenue Sufficiency Analysis & Comprehensive Impact Fee Study to Stantec Consulting Services, Inc. on a single source basis, in an amount not to exceed \$95,182 for the Finance Department.

### BACKGROUND:

Stantec Consulting Services, Inc. has acquired Burton & Associates who had performed annual Water & Sewer Revenue Sufficiency Analysis for the City since FY 2002 as well as providing General Government impact fee studies.

The purpose of this contract is to conduct an FY 2017 Water and Wastewater Revenue Sufficiency Analysis update with current financial numbers through FY17 and incorporating FY18 budget. In addition, provide a new rate study of Police Fire, Library, Parks & Recreation and General Government impact fees, which are required to be performed every three (3) years (see attached memo).

**FUNDING:** 402-8803-536.3100 Water-Sewer Non-Departmental & 001-8802-519.3100 General Fund Non-Departmental



# *City of Tarpon Springs, Florida*

324 E. PINE STREET  
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November 1, 2017

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To: Jay Jackus, CPPO, CPPB, Procurement Services Director

From: Ron Harring, CPFO, CGFO, Finance Director

Subject: Water-Wastewater Revenue Sufficiency Analysis Update and Comprehensive Impact Fee Study

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**Recommendation:**

To award City contract for Water and Wastewater Revenue Sufficiency Analysis and Comprehensive Impact Fee Study of the City's Water, Sewer, Police, Fire Library, Park & Recreation, and General Government impact fees to Stantec Consulting Services on a single source basis, in an amount not to exceed \$95,182.

**Background:**

**Water and Wastewater Revenue Sufficiency Analysis:**

Stantec Consulting Services has acquired Burton & Associates who has performed annual Water & Wastewater Revenue Sufficiency Analysis for the City since FY 2002. The purpose of this contract is to conduct a FY 2017 Water and Sewer Revenue Sufficiency Analysis update with current financial numbers through FY 2017 and incorporating the FY 2018 Budget. The update is to include all aspects of the water and wastewater enterprise fund and will include analysis of variances from projections relative to growth, the Consumer Price Index for All Urban Consumers (CPI-U) and any other variances that have occurred.

The award amount is \$26,950.

Funding for this is budgeted in the FY 2018 Budget in 402-8803-536.3100.

**Comprehensive Impact Fee Study of the City's Water, Sewer, Police, Fire, Library, Park & Recreation, and General Government impact fees:**

An impact fee study for Water & Sewer impacts was last performed in 2012 and for Police, Fire, Library, Park & Recreation, and General Government impact fees in 2010, both by Stantec Consulting Services (formerly Burton & Associates). A new rate study of Police, Fire, Library, Park & Recreation, and General Government impact fees is required to be performed every three years.

The award amount for the combined Water, Sewer, Police, Fire, Library, Park & Recreation, and General Government Impact fees is \$68,232.

Funding for this is budgeted in the FY 2018 Budget in 402-8803-536.3100 and 001-8802-519.3100.