

EXECUTIVE SUMMARY**EXHIBIT** 1

**Agreement for Open End Services
General Civil & Environmental Engineering Services
Keith and Associates, Inc.**

PROJECT OVERVIEW:

Type of Contract:	Open End
Engineer:	Keith and Associates, Inc.
Contractor:	
Notice to Proceed Date:	
Bid Amount (Original Contract Amount):	\$500,000 (Total Agreement Amount)

GENERAL OVERVIEW:

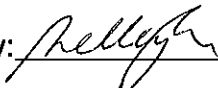
This item awards a Continuing Contract for Open End Consulting Services with Keith and Associates, Inc. The services include site feasibility analysis, plat and land use investigation for property and public works development, site evaluations for permits and regulatory approvals, engineering programming and development of cost analysis, etc. (see attached Scopes of Work following the Agreement for a detailed list of services). A most important service provided under this contract is the development, review, and implementation of management plans for the purpose of renewing expiring environmental/engineering permits/licenses. Permits/licenses will expire at various times during the next three years, and it is paramount to renew/review in a timely fashion in order to avoid fines and/or penalties.

The Open End Consultants have submitted their qualifications in response to a Request for Qualifications. The Qualifications Selection Evaluation Committee reviewed qualifications and ranked the firms according to the most qualified. The Board approved the selections of the most qualified firms and staff has processed the contracts for award by the Board.

Chapter 287.055(2)(g), Florida Statutes provides for Continuing Contracts subject to the limitation that the construction cost of the individual project not exceed \$2,000,000. In order to timely respond to emerging needs, staff has continuously ensured that Continuing Contracts are in place. This provides immediate access to the needed resources should the need arise and expedites projects for which this method of procurement is determined to be best for a specific project.

The term of the Agreement commences with the award of the contract by the Board and continues for three years. The term may be extended by one year upon Board approval. The total payments to the Open End Consultant shall not exceed the limits of the agreement (\$500,000 in total). However, the Board may approve an increase of up to \$100,000 in spending authority, as per the terms of the Agreement. Staff assigns projects to the Open End Consultant as needed. If no ATPs or purchase orders are issued, there is no entitlement by the Open End Consultant. The approval of spending authority does not mean that any of the total amount approved will be spent.

Projects which the Board has funded through the Adopted Distinct Educational Facilities Plan (5-year plan) or through other means, not exceeding \$2,000,000 in construction cost, may be assigned to an Open End Consultant. Project assignments are processed in the form of an Authorization to Proceed (ATP) and do not require Board approval subsequent to the award of the contract in this item. Fees are negotiated in accordance with Article 5 of the Agreement (Basis of Compensation) on a per-project basis, and do not require further Board approval. This award is the second of three for General Civil & Environmental Engineering Services.

Approved by:  Date: 7/9/12