



# Town of Cortland Agenda Request

(SUBMIT FORM TO THE TOWN CLERK NO LATER THAN ONE WEEK BEFORE THE SCHEDULED MEETING)

**ALL REQUESTS ARE SUBJECT TO THE APPROVAL OF THE MAYOR**

RESOLUTION                       ORDINANCE                       INFORMATION                       OTHER

DATE PREPARED: 2/21/2025

FOR MEETING ON: 2/24/2025

DESCRIPTION/TITLE: APPROVE CONTRACT WITH ENGINEERING RESOURCES ASSOCIATES (ERA) FOR DESIGN ENGINEERING FOR THE REPLACEMENT OF THE AIRPORT ROAD BOX CULVERT

REQUIRED ACTION: MOTION FOR BOARD APPROVAL AND AUTHORIZATION FOR THE MAYOR TO EXECUTE THE CONTRACT WITH ERA IN THE AMOUNT OF \$162,582.00 (ACTION ITEM)

STAFF/COMMITTEE RECOMMENDATION: STAFF RECOMMENDS APPROVAL AS THIS PROJECT WILL REPLACE A DEFICIENT COMPONENT OF CRITICAL INFRASTRUCTURE.

STATEMENT OF CONCERN/SUMMARY: IN DECEMBER 2024, THE TOWN INITIATED THE QBS PROCESS FOR ACQUIRING PROFESSIONAL DESIGN SERVICES. ERA WAS SELECTED. THE TOWN IS RESPONSIBLE FOR 100% OF DESIGN ENGINEERING. FUNDS FROM RESTRICTED ASSETS ACCOUNT 13-4168 IN THE AMOUNT OF \$17,091.24, RESTRICTED ASSETS ACCOUNT 13-4170 IN THE AMOUNT OF \$106,953.83 AND ENGINEERING EXPENSE ACCOUNT 01-6300-211 IN THE AMOUNT OF \$38,536.93.

**AGENDA PLACEMENT:**

- BOARD REVIEW OF PENDING BUSINESS       NEW BUSINESS       CONCERNS       STAFF REPORTS
- COMMITTEE OF THE WHOLE       PRESIDENT'S REPORT       CONSENT AGENDA       UNFINISHED BUSINESS
- PUBLIC HEARING

Prepared by: BCW

Approved by:

Date