



Agenda Item Summary

MEETING DATE: January 13, 2025

SUBJECT: **Resolution No. 04-R-2025** – A Resolution of the Town of Mead, Colorado, Approving Extensions of Certain Engineering-Related Professional Service Agreements for Calendar Year 2025

PRESENTED BY: Erika Rasmussen, Town Engineer/Public Works Director

SUMMARY

The Town desires to extend the term of the current Professional Services Agreements with the following engineering firms for Calendar Year 2025 to continue providing general and on-call engineering services to the Town of Mead (together, the “Prior Agreements”):

- JVA, Inc. agreement dated March 18, 2019 (general and on-call engineering related services)
- Felsburg Holt & Ullevig, Inc. agreement dated April 8, 2019 (on-call traffic engineering services)
- Fox Tuttle Transportation Group agreement dated April 8, 2019 (on-call traffic engineering services)
- Michael Baker International, Inc. agreement dated August 5, 2019 (bridge inspection and engineering services)
- Otak, Inc. agreement dated April 25, 2022 (on-call engineering)
- Wilson & Company, Inc., Engineers & Architects agreement dated April 25, 2022 (on-call engineering services for state or federally funded projects)
- Dewberry Engineers Inc. agreement dated February 12, 2024 (project and construction management services)
- InVision GIS, LLC agreement dated January 8, 2020 (GIS consulting services)

The Town further desires to approve a new agreement for professional services with WSB LLC, to provide on-call engineering services for state and federally funded projects (the “WSB LLC Agreement”). The WSB LLC Agreement will replace the Town’s agreement with EST, LLC dated April 25, 2022, following WSB LLC’s acquisition of EST, LLC.

These firms are currently under contract with the Town and have performed these services satisfactorily to date. They are familiar with Town standards and processes, have historical knowledge and understanding of the Town’s facilities and operations, and are equipped with sufficient staff to react to

the varying demands of development review, design, engineering analysis/studies, and inspections. These extensions will expire on December 31, 2025.

Resolution No. 04-R-2025 (a) approves an extension of the term of each of the Prior Agreements to December 31, 2025; (b) approves the WSB LLC Agreement in a form approved by the Town Attorney; (c) approves the not-to-exceed compensation amounts as set forth in the table below; and (d) authorizes the Mayor or Town Manager to execute the WSB LLC Agreement and the written amendments or extensions to the Prior Agreements reflecting the extension of the term and adjusted compensation amounts for calendar year 2025, following the review and approval of such written amendments or extensions by the Town Attorney.

FINANCIAL CONSIDERATIONS

The proposed 2025 budget includes the following:

Vendor	Services	NTE Compensation for 2025
JVA, Inc.	General and on-call engineering services	\$100,000.00
Felsburg Holt & Ullevig, Inc.	On-call traffic engineering services	\$30,000.00
Fox Tuttle Transportation Group	On-call traffic engineering services	\$30,000.00
Michael Baker International, Inc.	Bridge inspection and engineering services	\$30,000.00
Otak, Inc.	On-call engineering services for State or Federally funded projects	\$300,000.00
WSB LLC	On-call engineering services for State or Federally funded projects	\$25,000.00
Wilson & Company, Inc., Engineers & Architects	On-call engineering services for State or Federally funded projects	\$100,000.00
Dewberry Engineers, Inc.	Project and Construction Management for State or Federally funded projects	\$300,000.00
InVision GIS, LLC	GIS consulting services	\$20,000.00

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the January 13, 2025, consent agenda will approve the Resolution. If this item is pulled off the consent for further discussion or questions, Staff recommends the following motion:

Suggested Motion:

“I move to approve Resolution 04-R-2025, A Resolution of the Town of Mead, Colorado, Approving Extensions of Engineering-Related Professional Service Agreements.”

ATTACHMENTS

Resolution 04-R-2025