



Agenda Item Summary

MEETING DATE: May 28, 2024

SUBJECT: **Resolution No. 45-R-2024** – A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services with CTL/Thompson, Inc. for On-Call Materials Testing and Special Inspection Services for Local, State, or Federally Funded Projects

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

SUMMARY

The Town of Mead issued a Request for Proposals #2024-005 on March 25, 2024, for On-Call Materials Testing and Special Inspection Services for Local, State or Federally Funded Projects (the “Services”). The Town received eight proposals for consideration from qualified firms. After careful evaluation, the review panel unanimously selected CTL/Thompson, Inc. (“Contractor”). Staff recommends approving a Professional Services Agreement with Contractor for an amount not to exceed \$80,000 (the “PSA”).

The Contractor will be utilized for multiple Town projects, primarily the annual street maintenance program (estimated to cost about \$40,000) and the upcoming 3rd and Welker intersection project (estimated to cost about \$40,000). Contractor will provide the Services pursuant to one or more task orders that set forth the scope of work and project cost for the specific projects to be performed. Contractor will provide materials testing and special inspections and will be responsible for completing the required CDOT inspection, reporting, and testing documentation.

Resolution No. 45-R-2024: (a) approves the PSA with Contractor; (b) authorizes the Town Attorney in cooperation with the Town Manager to make non-material changes to the PSA that do not increase the Town’s financial obligations prior to execution by the Town; and (c) authorizes the Town Manager to execute the PSA on behalf of the Town when in final form.

FINANCIAL CONSIDERATIONS

As stated above, the not-to-exceed amount for the Services will be \$80,000. The approved 2024 budget identified funds for the Services in the Street Improvement and Transportation Funds.

04-44-5391	Street Improvement Fund - Materials Testing	\$ 40,000
14-40-5500	Transportation Fund – 3 rd and Welker Intersection	\$4,800,000

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the May 28, 2024, 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 No. 45-R-2024, A Resolution of the Town of Mead, Colorado, Approving an Agreement for Professional Services with CTL/Thompson, Inc. for On-Call Materials Testing and Special Inspection Services for Local, State, or Federally Funded Projects, for an amount not to Exceed \$40,000.00.”

ATTACHMENTS

Resolution No. 45-R-2024
CTL/Thompson, Inc. PSA