



Agenda Item Summary

MEETING DATE: April 8, 2024

SUBJECT: **Resolution No. 34-R-2024** – A Resolution of the Town of Mead, Colorado, Approving Change Order 2 to the Agreement for Professional Services by and Between the Town of Mead and Essenza Architecture, LLC Concerning the Architectural and Engineering Design of the Town of Mead Community Center

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

SUMMARY

Essenza Architecture, LLC (“Contractor”) is under contract to provide architectural and engineering design services (“Services”) for the Town of Mead Community Center (Bean Plant) project. Specifically, the Town and Contractor are parties to that certain Agreement for Professional Services dated October 10, 2022 (“Agreement”), which establishes a Not-to-Exceed Amount (“NTE Amount”) of \$342,436.00.

The Town and Contractor previously approved Change Order 1, which increased the NTE Amount to \$409,856.00. The Contractor now requests that the Town approve Change Order 2 which approves additional scope for items not included in the Agreement for an additional cost of \$54,335.00.

This Change Order 2 is for additional scope including:

- Engineering and surveying assistance for railroad property purchase and coordination with the replat and legal exhibits;
- Provide south property easements new documentation including civil, arch, and land meeting review and drafting revisions;
- Addition of Scope to move Pre-Engineered Metal Building Coordination Scope from deferred design during construction to scope during design;
- Additional owner/consultant’s meetings due to additional scope;
- Audio/Visual (AV) Design moved from Contractor’s scope to Design Engineer’s scope; and
- Added 10% Professional Services markups on consultant fees.

(together, the “Additional Services”). Resolution No. 34-R-2024 approves Change Order 2 to the Agreement, which adds the Additional Services to the Agreement and increases the NTE Amount referenced in the Agreement to \$464,191.00 (increase of \$54,335.00). The Resolution also authorizes the Town Manager to execute Change Order 2 on behalf of the Town when in final form.

FINANCIAL CONSIDERATIONS

This request for approval of a change order is for an amount not to exceed \$54,335.00. The approved budget identified \$485,000.00 for design for this project through the Municipal Facilities Fund for Capital Outlay (09-51-5500) and \$1,250,000.00 from the Transportation Impact Fund (14-40-5566).

Original Contract Amount \$342,436.00

Change Order 1 \$ 67,420.00

Change Order 2 \$ 54,335.00

Revised Contract Amount \$464,191.00

STAFF RECOMMENDATION/ACTION REQUIRED

A motion to approve the April 8, 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 adopt Resolution No 34-R-2024, A Resolution of the Town of Mead, Colorado, Approving Change Order 2 to the Agreement for Professional Services by and Between the Town of Mead and Essenza Architecture, LLC Concerning the Architectural and Engineering Design of the Town of Mead Community Center.”

ATTACHMENTS

Resolution No. 34-R-2024

Change Order 2