



To: Mayor and Council

From: Katie Sickles

Date: April 16, 2025

Agenda Item: US24/Main Street Phase II Sidewalks Stolfus Contract Amendment

US24/Main Street Phase II Sidewalks Stolfus Contract Amendment

CDOT Local Agency Manager Jason Huddle provided several options. Town Council considered an option to re-advertise with a Bid Alternative.

1. Grant project estimate \$1,752,500, Revitalizing Main Street \$1,402,000 (#M890-002 25362), DOLA EIAF \$220,000 (#9500) and town match \$130,500.
2. Project funds budgeted in 2025.

Stolfus Engineering has drafted a contract amendment to re-advertise with a Bid Alternative. The contract amendment proposed is \$27,000. I am recommending approval of this amendment with the goal to maintain the current plan with modifications to a new bid schedule and a bid alternative reducing the project scope. The goal is to proceed with the options that keep the US24/Main Street Phase II Sidewalk project within the 2025 budget. Due to a sole bidder the first time, more effort will be enlisted to reach other potential bidders.

A previous Resolution was approved. This contract would be considered part of the original Resolution approval.

Drafted Motion: "...motion to approve Stolfus Minturn Phase II – Bid Alternatives Contract Amendment in the amount not to exceed \$27,000."

Attachment:

- Pages 2-3: Stolfus Proposal for Minturn Phase II – Bid Alternatives



April 9, 2025

Katie Sickles
Interim Town Manager
Town of Minturn
interim@minturn.org

Re: Proposal for Minturn Phase II – Bid Alternatives

Dear Ms. Sickles:

The Town of Minturn obtained Revitalizing Main Streets Grant funding for the design and construction of the proposed pedestrian and drainage facilities along Main Street (US Highway 24). This project will expand the local multimodal network and provide an accessible route for people with disabilities. Through a previous contract with Stolfus & Associates, Inc. (Stolfus), final design for a portion of roadway widening, sidewalk, and drainage improvements were completed (MP 146.19 to MP 146.37).

Stolfus is pleased to update the construction plans and specifications for two bid alternatives.

The following describes the proposed scope of services necessary to accomplish the above task:

SCOPE OF SERVICES

Project Administration/Management

Stolfus, with support from Inter-Mountain Engineering (IME), will review and process invoices monthly and provide other project administration/management services (coordination and product review) throughout the duration of the project. Stolfus will be responsible for day-to-day management and coordination of the work elements. The Stolfus project manager will be the primary point of contact throughout construction.

Roadway Design Services

Updating Construction Plans with Bid Alternatives

Stolfus will update the construction plans to include two bid alternatives

It is assumed that bid alternatives will require updates and additional plan sheets and additional CDOT review for:

- Roadway Geometry
- Roadway Profile
- Roadway Plans
- Surfacing and Removal Tabulation
- Earthwork Tabulation
- Signing and Striping Plans
- Signing and Striping Tabulation
- Cross Sections
- Construction Traffic Control Tabulation
- Construction Timing & Schedule
- Form 859

Updating Construction Specifications to include Bid Alternatives

Stolfus will provide specifications for the bid alternatives.

Review Meeting

Stolfus will attend one virtual review meeting with the Town of Minturn and CDOT to review the updated plans and make final revisions before advertisement.



Advertisement and Bid Assistance

Pre-Bid Meeting and Advertisement Assistance

Stolfus will attend a pre-bid meeting and provide advertisement assistance. This includes updating bid tabulations, invitation for bid (IFB).

EXCLUSIONS

The following items are excluded from this scope of work and are expected to be completed by others.

- Changes to the design (not anticipated):
 - Sidewalk location
 - Pavement width
 - Other items that require design that differs from the previous submittal
- Public Involvement
- Public Involvement materials – boards, displays, or graphics

SCHEDULE AND ESTIMATED FEE

We are available to begin work on this project immediately upon Notice to Proceed. We will provide the services describe above on a Time and Materials basis at our Standard Hourly Rates with a “Not to Exceed” limit which we will not charge beyond without prior written approval. Stolfus has estimated that the above scope of services could be completed for a “Not to Exceed” budget of **\$27,000**

Invoices for professional services rendered and expenses incurred will be prepared monthly. Invoices will include a detailed description of meetings attended, work in progress, and tasks completed. Payment is expected within 30 days. After 30 days, unpaid invoices are subject to a 1.5% service charge, compounded monthly.

Limitation of Liability

In recognition of the relative risks and benefits of the project to the Town of Minturn and Stolfus & Associates, Inc, the risks have been allocated such that Town of Minturn agrees, to the fullest extent permitted by law, to limit the liability of Stolfus & Associates, Inc. to Town of Minturn for any and all claims, losses, costs, damages of any nature whatsoever or claims expenses from any cause or causes, including attorneys’ fees and costs and expert-witness fees and costs, so that the total aggregate liability of Stolfus & Associates, Inc. to Town of Minturn shall not exceed the total compensation received by Stolfus & Associates, Inc. under this Agreement. It is intended that this limitation apply to any and all liability or cause of action however alleged or arising, unless otherwise prohibited by law.

Thank you again for the opportunity to work together on this project. Please call me if you have any questions.

Best Regards,

STOLFUS & ASSOCIATES, INC.

Accepted by:

A handwritten signature in blue ink that reads "Jenna Siegel".

Jenna Siegel, PE
Principal
Senior Project Manager

Date