



**TOWN OF PALMER LAKE  
BOARD OF TRUSTEES - AGENDA MEMO**

<b>DATE:</b> February 27, 2025	<b>ITEM NO.</b>	<b>SUBJECT:</b> Resolution to Authorize Professional Service Agreement for Feasibility Study for Possible Combined Public Safety Facility
<b>Presented by:</b> Town Administrator/Clerk		

**Background**

PLPD and PLFD are operating in poor and insufficient space. The Board previously directed staff to secure DOLA planning funds (EIAF) for a feasibility study determining the proper location for a possible combined public safety facility.

An RFQ was issued and solicited. Two proposals were received and reviewed. A committee comprised of the Police Chief, Fire Chief and Deputy Town Clerk reviewed the proposals and determined that the smaller firm and lower cost was appropriate to determine the location.

Enclosed are both proposals. The proposal from Architivity Ltd and Architetto Design Studio, collaboratively, is recommended for the feasibility portion of this project. With \$12,500 EIAF monies from DOLA and a town match of \$12,500 budgeted, the project is estimated at \$24,000.

**Recommended Action**

Approve Resolution 22 to authorize a professional service agreement as recommended for the study.