



COUNCIL AGENDA ITEM COVER SHEET

Meeting Type: Council - Regular

Meeting Date: July 6, 2023

Agenda Item Type: New Business

Staff Contact: Scott Langford

STAFF REPORT

AGENDA ITEM:

Consideration to Award the professional engineering services for development and procurement of the Sewer Annual and Emergency Service Contracts for Sewer (Project PW-2023-13) to Integrated Science and Engineering.

BACKGROUND:

There is a need to develop comprehensive annual contracts for both a sewer annual service contract and a sewer emergency service contract. These contracts will identify at least one construction company to assist the Town when routine or maintenance work is needed on sewer infrastructure, and at least one company when work is needed during an emergency involving sewer infrastructure. Integrated Science and Engineering (ISE) has offered a proposal to develop the documents and assist in procuring these two contracts. The total proposed fee is \$11,580.

FUNDING:

Sewer Enterprise Fund

STAFF RECOMMENDATION:

Staff is recommending the Town award and authorize the Mayor to execute a contract to Integrated Science and Engineering for the total fee of \$11,580.00 for the development of the Annual and Emergency Service Contracts, Project PW-2023-13.

ATTACHMENTS:

Proposal from ISE

PREVIOUS DISCUSSIONS:

FY 24 budget workshop