

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 19- R-2021**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING AN
AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE
TOWN OF MEAD AND DITESCO, LLC CONCERNING OWNER'S
REPRESENTATIVE SERVICES**

WHEREAS, the Town of Mead is authorized under C.R.S. § 31-15-101 to enter into contracts for any lawful municipal purpose; and

WHEREAS, the Town issued that certain *Request for Qualifications for Public Works Facility Project Owner's Representative Services* (RFQ 2021-003) (the "RFQ") on January 30, 2021; and

WHEREAS, the RFQ contemplates that the selected contractor shall serve as the Town's principal point of contact and liaison between an architect, general contractor, other consultants, contractors and vendors for the Public Works Facility project and also contemplates that the Town may extend the contract for owner's representative services for future projects on an on-call basis for projects including but not limited to the remodeling of an existing metal building for recreation purposes, construction of park improvements, arterial intersection improvements, and trail and underpass construction (collectively, the "Services"); and

WHEREAS, the Town projects for which the selected contractor may provide the Services to the Town include the following:

- (1) Public Works Facility Project;
- (2) 3rd Street Reconstruction Project;
- (3) Highland Lake Project;
- (4) State Highway 66 Underpass Project;
- (5) Recreation Center/Field House (Bean Plant) Project; and
- (6) Future projects as determined by the Town Manager or designee

(collectively, the "Town Projects" and each a "Town Project"); and

WHEREAS, the Town received a total of thirteen (13) proposals, and Town Staff selected four (4) firms for in-person interviews based on the selection criteria set forth in the RFQ; and

WHEREAS, following the completion of the interview process, which included a review of the scope of the proposals, capabilities of the firms' assigned personnel, availability, cost, overall team capability, and following the ranking of the selection and evaluation criteria set forth in the RFQ, Town Staff selected Ditesco, LLC, a Colorado limited liability company (the "Contractor") as the most qualified firm to provide the Services to the Town; and

WHEREAS, the Board of Trustees desires to enter into an Agreement for Professional Services with the Contractor to provide the Services (the "Agreement") through December 31, 2022 for an amount not to exceed **Two Hundred Twenty-Five Thousand Dollars and No Cents (\$225,000.00)** ("Total NTE Amount"), subject to annual appropriation; and

WHEREAS, a copy of the Agreement is attached to this Resolution as **Exhibit 1** and is incorporated herein by reference; and

WHEREAS, under the Agreement, the Services related to each specific Town Project will be identified in a project-specific task order (“Project Task Order”), which Project Task Order will identify: (1) the specific Services to be provided for the Town Project; and (2) the not-to-exceed amount for the Services related to the specific Town Project described in the Project Task Order; and

WHEREAS, the Board of Trustees desires to approve the Agreement in substantially the form attached to this Resolution, delegate authority to the Mayor to execute the Agreement on behalf of the Town of Mead when in final form, and further desires to authorize the Town Manager to execute each Project Task Order, provided that the total amount authorized by such Project Task Orders does not exceed the Total NTE Amount set forth in the Agreement.

NOW THEREFORE, BE IT RESOLVED by the Board of Trustees of the Town of Mead, Weld County, Colorado, that:

Section 1. The Board of Trustees hereby:

- (a) Approves the Agreement in substantially the same form as is attached hereto as **Exhibit 1** for provision of the Services by Contractor through December 31, 2022 for a total amount not to exceed **Two Hundred Twenty-Five Thousand Dollars and No Cents (\$225,000.00)** (“Total NTE Amount”), subject to annual appropriation;
- (b) Authorizes the Town Attorney, in cooperation with the Mayor and Town Manager, to make non-material changes to the Agreement that do not increase the Town’s obligations;
- (c) Authorizes the Mayor to execute Agreement when in final form, as determined by the Town Attorney; and
- (d) Authorizes the Town Manager to execute Project Task Orders for individual Town Projects under the Agreement, provided that the total amount approved for expenditure under such Project Task Orders shall not exceed the Total NTE Amount set forth in the Agreement, unless a larger amount is approved by a written amendment to the Agreement approved by the Board of Trustees.

Section 2. Effective Date. This resolution shall become effective immediately upon adoption.

Section 3. Certification. The Town Clerk shall certify to the passage of this resolution and make not less than one copy of the adopted resolution available for inspection by the public during regular business hours.

INTRODUCED, READ, PASSED, AND ADOPTED THIS 29TH DAY OF MARCH, 2021.

ATTEST:

By: 
Mary E. Strutt, MMCT Town Clerk



TOWN OF MEAD


By: 
Colleen G. Whitlow, Mayor

Exhibit 1
Agreement for Professional Services
(Owner's Representative Services)