

**TOWN OF MEAD, COLORADO
RESOLUTION NO. 21- R-2021**

**A RESOLUTION OF THE TOWN OF MEAD, COLORADO, APPROVING AN
AGREEMENT FOR PROFESSIONAL SERVICES BETWEEN THE
TOWN OF MEAD AND KERESTES-MARTIN ASSOCIATES INC. CONCERNING
WAYFINDING SIGNAGE AND IMPLEMENTATION PLAN 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 Proposals for Wayfinding Signage and Implementation Plan* (RFP No. 2021-005) (the “RFP”) on February 11, 2021; and

WHEREAS, the RFP contemplates that the selected contractor shall serve as the primary designated firm or team that will complete planning, design, production, installation, and maintenance of wayfinding signage for the Town, including vehicle and pedestrian wayfinding signs across the Town of Mead that will direct visitors and residents to key destinations and highlight downtown (collectively, the “Services”); and

WHEREAS, the Town received a total of nine (9) proposals on or before the proposal deadline of March 5, 2021; and

WHEREAS, Town Staff scored the proposals based on the selection and evaluation criteria set forth in the RFP and unanimously selected Kerestes-Martin Associates Inc., a Pennsylvania corporation (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 (the “Agreement”) to provide the Services through April 30, 2022 for an amount not to exceed **Two Hundred Thousand Dollars and No Cents (\$200,000.00)** (“Not-to-Exceed 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 phase of the Services will be identified in a task order (“Task Order”), which Task Order will identify: (1) the specific Services to be provided; and (2) the not-to-exceed amount for the specific Services described in the 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 Task Order, provided that the total amount authorized by such Task Orders does not exceed the Not-to-Exceed 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 April 30, 2022 for a total amount not to exceed **Two Hundred Thousand Dollars and No Cents (\$200,000.00)** (“Not-to-Exceed 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 Task Orders for specific Services under the Agreement, provided that the total amount approved for expenditure under such Task Orders shall not exceed the Not-to-Exceed Amount set forth in the Agreement, unless a different 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 26TH DAY OF APRIL, 2021.

ATTEST:

TOWN OF MEAD

By: 
Mary E. Strutt, MMCA Town Clerk



By: 
Colleen G. Whitlow, Mayor

Exhibit 1
Agreement for Professional Services
(Wayfinding Signage & Implementation Plan)