

**Town of Lyons, Colorado
Board of Trustees
BOT Agenda Cover Sheet
Agenda Item No: X. 1.
Meeting Date: 3/20/2023**

TO: Mayor Rogin and Members of the Board of Trustees

FROM: David Cosgrove, Director of Parks and Public Works

DATE: March 7, 2023

ITEM: Resolution 2023-11 – A RESOLUTION OF THE TOWN OF LYONS, COLORADO APPROVING THE SECOND AMENDMENT TO THE 2021 PROFESSIONAL SERVICES AGREEMENT FOR INSTALLATION AND MAINTENANCE OF SEASONAL LANDSCAPE SERVICES WITH COCAL LANDSCAPE SERVICES, INC.

☐ ORDINANCE
☒ MOTION / RESOLUTION
☐ INFORMATION

I. REQUEST OR ISSUE:

This resolution approves the Second Amendment to the Professional Services Agreement with CoCal Landscape Services, Inc. to extend the term for the installation and maintenance of seasonal landscaping through the 2023 season.

II. RECOMMENDED ACTION / NEXT STEP:

Town Staff recommends that the BOT approve Resolution 2023-11.

III. FISCAL IMPACTS:

The 2023 budget includes \$32,500 in the General Fund under Health, Welfare and Community for Main Street Greenspace for these services. Any additional needed amounts will come from GF-Streets or Parks. The proposed scope of work and cost proposal are attached as Exhibit A.

IV. BACKGROUND INFORMATION:

The Town issued an RFP in 2021 for landscape services for Main St, East Main, High Street, Corridor Trail Planters, Welcome to Lyons Sign, Marquis Median, and around the Visitor's Center per the attached scope-Exhibit A. Co-Cal Landscape Services, Inc., with a local office in Longmont, submitted a proposal and was determined to be the lowest qualified bidder in 2021. Per section 4.1 of the contract entitled Term, the Parties may mutually agree in writing to extend the term of the agreement, subject to annual appropriation. The attached proposal and bid for 2023 in Exhibit A meet the budget and scope requirements of the Town. CoCal provided the services per the scope and successfully performed per the contract in 2022.

The First Amendment increased the contract amount by \$29,000 for a total not-to-exceed of \$58,000.

The Second Amendment would request increasing the contract amount by \$31,000 for the year for 2023 for an overall three-year (2021, 2022 and 2023) total of not-to-exceed of \$89,000 for Main Street Greenscape per the attached services and scope.

V. LEGAL ISSUES:

None

VI. CONFLICTS OR ENVIRONMENTAL ISSUES:

None

VII. SUMMARY AND ALTERNATIVES:

The duration of the work is estimated to last from May 2023 through October 2023. Alternatives would be to not approve and repost for new proposals from alternate vendors or not perform the services outlined in the scope for the 2023 season.

PROPOSED MOTION: “I MOVE TO APPROVE RESOLUTION 2023-11, A RESOLUTION OF THE TOWN OF LYONS, COLORADO APPROVING THE SECOND AMENDMENT TO THE 2021 PROFESSIONAL SERVICES AGREEMENT FOR INSTALLATION AND MAINTENANCE OF SEASONAL LANDSCAPE SERVICES WITH COCAL LANDSCAPE SERVICES, INC.