

**Town of Lyons, Colorado
Board of Trustees
BOT Agenda Cover Sheet
Agenda Item No: IX. 2
Meeting Date: 2/7/2022**

TO: Mayor Angelo and Members of Board of Trustees

FROM: Tracy Sanders, Flood Recovery Manager

DATE: February 3, 2022

ITEM: Resolution 2022-10 a Resolution of the Town of Lyons Ratifying the Professional Services Agreement with Kumar and Associates, Inc. for the GOCO Black Bear Hole and 2nd Ave Trailhead Improvements – Materials Testing Project

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

- I. **REQUEST OR ISSUE:** Ratification of the Professional Services Agreement for the Lyons GOCO Black Bear Hole and 2nd Ave Trailhead project – Materials Testing with Kumar and Associates, Inc. This contract was executed administratively on February 3, 2022.
- II. **RECOMMENDED ACTION / NEXT STEP:** Approve
- III. **FISCAL IMPACT:** Expenses for this Construction project are eligible for reimbursement from a Great Outdoors Colorado Grant.
- IV. **BACKGROUND INFORMATION:**

About the GOCO Black Bear Hole and 2nd Ave Trailhead Improvements Project:

The scope of the GOCO Black Bear Hole and 2nd Ave Trailhead Improvements Project generally includes streambank work, parking lot and park improvements, trails (possibly concrete), a new restroom, and a concrete detention headwall. The Town is in process of awarding the construction contract for the project.

About This Contract:

Materials testing services are required to ensure the project has been constructed within the design and specifications.

For this Materials Testing procurement, quotes were requested from three qualified firms. Two of the companies submitted quotes. Kumar and Associates, Inc provided the lowest quote and is deemed to be the most advantageous to the Town. The proposed compensation was within the project budget. The Town evaluated the quote received to determine the scope of work and cost as both reasonable and necessary for the project for a not-to-exceed amount of \$2,215.00.

This Contract is complete and has already been executed by the Town Administrator on February 3, 2022, as per Town Purchasing Policy. While Town policy does not require Board approval for a professional services contract with a contract price less than or equal to \$10,000, the Town Clerk's office has given clear direction to staff to ratify all agreements authorized administratively in order to enter them into the permanent record. Town Staff is therefore requesting ratification of this contract, rather than approval.

PROPOSED MOTION: "I move to approve Resolution 2022-10, a Resolution of the Town of Lyons Ratifying the Professional Services Agreement with Kumar and Associates, Inc. for the GOCO Black Bear Hole and 2nd Ave Trailhead Improvements - Materials Testing Project."