

Information for Town Council Meeting on March 19, 2019

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO, Purchasing Manager

RE: Resolution Approving a Purchase Order to Chen Moore and Associates for Construction Phase Engineering Services for the Worth Avenue Infrastructure Improvement Project and Establish a Construction Phase Budget of \$164,070 - **Resolution No. 14-2019**

DATE: 5 March 2019

STAFF RECOMMENDATION

Town staff recommends the approval of a Purchase Order to Chen Moore and Associates for Construction Phase Engineering Services for the Worth Avenue Infrastructure Improvement Project and Establish a Construction Phase Budget of \$164,070.

SUMMARY EXPLANATION/BACKGROUND

Construction Phase Engineering Services are required to support the Worth Avenue Infrastructure Improvement Project.

FISCAL IMPACT/FUNDING SOURCE

The fiscal impact for this project will be \$164,070.

USER DEPARTMENT CONCURRENCE

Public Works is in full concurrence with this recommendation.

DUE DILIGENCE

Due Diligence was conducted to determine vendor responsibility, including corporate status and that there are no performance and compliance issues. The review included conducting market research. A review of rotation of the established Civil Engineering firms was also verified.

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the

Town Attorney.

CC: Jay Boodheshwar, Deputy Town Manager
H. Paul Brazil, P.E., Director of Public Works
Jane Le Clainche, CPA, Director of Finance
Patricia Strayer, Town Engineer
Jason Debrincant, Senior Project Engineer