

Information for Town Council Meeting on February 8, 2022

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Jane Le Clainche, CPA, Director of Finance

FROM: Dean Mealy, II CPPO Town Purchasing Manager

RE: Resolution to Approve a Purchase Order to Kimley-Horn and Associates, Inc. for Construction Phase Services for the A-7 Wastewater Pump Station Improvements in the Amount of \$65,700 and Establish a Project Budget of \$72,250; **Resolution No. 019-2022**

DATE: 26 January 2022

STAFF RECOMMENDATION

Staff recommends Town Council approve Resolution No. 019-2022, authorizing the approval of a Purchase Order to Kimley-Horn and Associates, Inc. for Construction Phase Services for the A-7 Wastewater Pump Station Improvements in the Amount of \$65,700 and Establish a Project Budget of \$72,250.

SUMMARY EXPLANATION/BACKGROUND

The Town awarded a contract TLC Diversified Inc. for the A-7 Pump Station Improvement Project at the January 2022 Town Council Meeting. This recommendation for Construction Phase Services is an accompanying item.

FISCAL IMPACT/FUNDING SOURCE

The funding for this project is from the Capital Improvement Fund.

USER DEPARTMENT CONCURRENCE

The Public Works Department 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.

TOWN ATTORNEY REVIEW

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

CC: H. Paul Brazil, P.E., Director of Public Works
 Patricia Strayer, P.E., Town Engineer
 Jason Debrincat, P.E. Senior Project Engineer