



TOWN OF ERIE

645 Holbrook Street
Erie, CO 80516

Town Council

Board Meeting Date: 5/12/2020

File #: 20-264, Version: 1

SUBJECT: CONSENT

A Resolution of the Board of Trustees of the Town of Erie Approving a Professional Services Agreement with Wember, Inc. for Owner's Representation for Erie Community Park - Final Phase in the Amount of \$121,819

DEPARTMENT: Parks & Recreation

PRESENTER: Patrick Hammer, Parks & Recreation Director

FISCAL INFORMATION:

Cost as Recommended: \$121,819

Balance Available: \$6,043,950

Budget Line Item Number(s): 320-50-110-605000-100022 (Parks Improvement Impact Fund)

New Appropriation Required: No

STAFF RECOMMENDATION:

Approve A Professional Services Agreement with Wember, Inc. for Owner's Representation for Erie Community Park - Final Phase

SUMMARY AND BACKGROUND OF SUBJECT MATTER:

The Town has a long and successful history of using Owner's Representation to monitor and inspect large capital projects. Contracting these services provides the Town much needed project support in complex subject areas that fall outside the scope of staff's typical job duties e.g. technical specification review, civil construction inspection, contract negotiation and daily construction monitoring and documentation. This contract method gives the staff the reassurance and accountability that our projects are built to the highest standard possible without the need to hire several specialized positions in-house to conduct the same work.

This past March the Board approved the master plan for the final phase of Erie Community Park. This master plan is the culmination of a multiyear planning process that has involved the community, staff and design consultants from Design Concepts. With the master plan adopted, the project team is ready to complete design and construction documents. Due to the complex nature of the design and technical expertise needed for plan review and construction management, staff is recommending contracting with an Owner's Representative to support staff and advocate for our best interests for the duration of the project.

Staff issued a request for proposals for Owner's Representation on October 2, 2019 for similar services for construction of Clayton Park. Five firms submitted proposals and upon evaluation, staff identified Wember Inc.

as most qualified. Staff has been pleased with the results from Clayton Park project and requested a proposal from Wember for additional services for the Erie Community Park project. Wember has successfully worked with the Town on several projects and their pricing for services remains competitive. Staff recommends contracting with Wember for the Erie Community Park project.

This project is funded from the Parks Improvement Impact Fee Fund, which receives revenue from Impact Fees collected from residential development projects. Those revenues may only be used to fund parks and trails improvements that add capacity to serve the growing Town. These improvements include acquiring land for and developing community parks, developing both concrete and crusher fines trails, and adding recreation space.

ATTACHMENTS:

1. Resolution
2. Professional Services Agreement