

To: President and Members of the Munster Town Council

From: Patricia Abbott
Controller/Interim Town Manager

Date: March 18, 2024

Re: Engineering Services Proposal: CCMG 2024-1

Staff applied for Community Crossing Matching Grant Funds in the first round of 2024. The following streets were included in the application were as follows.

Highland Place from Ridge Road to Broadmoor Avenue
Meadow Lane from Ridge Road to Broadmoor Avenue
Linden Avenue from Fisher Street to Park Drive
Independence Drive from White Oak Avenue to Washington Circle

There is a short timeline from when the CCMG awards are announced and when the project must be designed, constructed, paid for, and closed. The practice has been to begin the engineering work prior to the CCMG award announcement. SEH has submitted a proposal to do this work.

The proposal includes Topographical Surveys, Project Plan Sheets, Project Contract Documents, and Bid Phase Services for a lump sum of \$62,400.00. Resident Project Representative Services will be completed on an hourly basis at a not-to-exceed amount of \$26,800.00. All work will be completed pursuant to the Master Agreement for Professional Services dated September 10, 2014. The work will be paid from General Obligation Bond Proceeds.

RECOMMENDED ACTION:

By motion and voice vote, to approve and authorize the Council President to sign the Supplemental Letter Agreement from SEH dated March 13, 2024, for an amount not to exceed \$89,200.00.