



TO: Dr. Koultourides and Members of Town Council

FROM: Dustin Anderson, Town Manager

SUBJECT: SEH – RPR amendment to CCMG project (Timrick Watermain)

DATE: October 4, 2021

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### **Background**

The Town of Munster was awarded \$473,685 on December 8, 2020 through the Community Crossings Matching Grant (CCMG) program for 2021 Roadway and Water Main Improvements to Crestwood, Bluebird, Elliott and Timrick Streets. The initial scope of work consisted of water main installation (on Crestwood only), pavement milling (base material repairs only where needed), concrete curb and sidewalk repairs, curb ramp improvements to comply with ADA requirements, asphalt paving and striping.

The engineering services of SEH of Indiana, LLC were retained on December 9, 2020 to provide Resident Project Representative (RPR) services (i.e. inspection, troubleshooting, major complaint resolution, payment processing, INDOT required close-out paperwork, etc.) for this project.

### **Methodology**

At the time of our initial agreement with SEH the water main construction on Timrick Avenue was not anticipated but added later to the scope of services for this project. This aspect of the project resulted in additional complexities, which led to more resident inquiries and problems requiring answers and solutions that SEH was instrumental in providing. As a result, the timeline of the project lengthened and additional inspection services were necessary.

The attached SEH letter dated September 27, 2021 describes this amendment to their original Agreement, not to exceed \$3,500 which includes time and materials on an hourly basis in accordance with the terms of their original Agreement.

### **Recommendation**

By motion and roll-call vote approve the SEH amendment to provide RPR services for the CCMG project through final completion in an amount not to exceed \$3,500.