



**To:** President Koultourides and Members of Town Council

**From:** Dustin Anderson, Town Manager

**Date:** November 1, 2021

**Re:** Community Development Block Grant (CDBG) 2021 – SEH Proposal for Engineering Services

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### **Background**

This is the second year that the Town received a CDBG grant in the amount of \$103,712 toward repaving alleys in the northwest side of Town.

In 2019, CDBG grant funds of \$103,712 combined with \$211,655 of Town funds were utilized in 2020, totaling \$315,367 of construction to reconstruct failing pavement in 3 residential alleys and 1 commercial alley, all with Porous Asphalt designed to improve drainage and alleviate frequent backyard flooding in the area. This positively impacted 100 adjacent residential and several commercial properties.

This year in 2021, CDBG grant funds of \$103,712 were received combined with an estimated \$147,288 of Town funds to be utilized in 2022 totaling \$251,000 of construction to reconstruct failing pavement in 5 residential alleys with a combination of regular HMA Asphalt and Porous Asphalt to achieve similar effects. This will positively impact 144 adjacent residential and several multi-family and commercial properties.

### **Methodology:**

The Town has utilized SEH of Indiana, LLC (SEH) as the design engineer and owner's representative for these and other type of construction projects to prepare technical bidding documents and construction oversight. We have found SEH to be reliable, fair, and responsive. Their attached proposal labeled MUNST P163777 dated October 22, 2021 contains a detailed scope of work divided into pre-bid services (Task 1) and post-bid/post-construction award services (Task 2). It also contains a map of 2022 proposed alleys & 2020 alleys done.

SEH proposes to conduct this work in these two aforementioned phases. The design and bid phase (Task 1) would be a single lump sum fee of \$25,500. The construction inspection work (Task 2) would be done on an hourly basis for a cost not to exceed \$7,900 without prior authorization.

Funds are available in Account 258-91501-64972.

### **Recommendation:**

By motion and roll call vote authorize the Town Manager to execute the agreement labeled MUNST P163777 with SEH for engineering services associated with the CDBG Alley Improvement Program in the amount of \$25,500 for Task 1 and in the amount not to exceed \$7,900 for Task 2.