



**TO: LINDA GORTON, MAYOR
URBAN COUNTY COUNCIL**

**FROM: THERESA REYNOLDS, DIRECTOR
DIVISION OF GRANTS AND SPECIAL PROGRAMS**

DATE: JANUARY 8, 2024

SUBJECT: Authorization to execute Contract Modification No. 10 to the agreement with Gresham Smith and Partners, for the Town Branch Commons Corridor project for construction administration services, at a cost not to exceed \$183,000

Request: Authorization to execute Contract Modification No. 10 to the agreement with Gresham Smith and Partners, for the Town Branch Commons Corridor project for construction administration services, at a cost not to exceed \$183,000 for project closeout documentation and development of digital operations and maintenance manual platform. The execution of Contract Modification No. 10 will be pending on approval by KYTC and FHWA to use TIGER funds.

Why are you requesting? Gresham Smith and Partners, was chosen as the most qualified candidate to provide design and engineering services in support of the Town Branch Commons project. The required services were competitively selected by Request for Qualifications (RFQ) 25-2016. This modification is needed to extend Gresham Smith's contract to allow for the development of an enhanced digital operations and maintenance manual for Town Branch Commons.

What is the cost in this budget year and future budget years?

The cost for this FY24 is: \$183,000

The cost for future FY is: None

Are the funds budgeted? Budget amendment is in process. 3160-303202-3225-71299, 2017, TOWN_TGER_2017 Prof Svcs (\$150,000) and 2608-133001-0001-91715-2018-TWNBR_PARK_2018 Prof Svcs (\$33,000)

File Number: 0041-24

Director/Commissioner: Peacher/Scott

