

**AGENDA**  
**Town of Crested Butte**  
**Special Town Council Meeting**  
**Monday, September 23, 2019**  
**Council Chambers, Crested Butte Town Hall**

PUBLIC NOTICE IS HEREBY GIVEN THAT THE TOWN COUNCIL OF THE TOWN OF CRESTED BUTTE, COLORADO WILL HOLD A SPECIAL MEETING ON MONDAY, SEPTEMBER 23, 2019 BEGINNING AT 5:50PM IN THE TOWN COUNCIL CHAMBERS LOCATED IN THE CRESTED BUTTE TOWN HALL, 507 MAROON AVENUE, CRESTED BUTTE, COLORADO.

*The times are approximate. The meeting may move faster or slower than expected.*

- 5:50** **SPECIAL TOWN COUNCIL MEETING CALLED TO ORDER BY MAYOR OR MAYOR PRO-TEM**
- 5:51** **APPROVAL OF AGENDA**
- 5:53** **CONSENT AGENDA**  
1) Award of Construction Contract to Browns Hill Controls and Engineering for the Lift Station Controls Upgrade Project.
- 5:55** **ADJOURNMENT**



## Staff Report

September 23, 2019

**To:** Mayor and Town Council  
**Thru:** Dara MacDonald, Town Manager  
**From:** Shea D Earley, Director of Public Works  
**Subject:** Award of construction contract to Browns Hill Engineering and Controls for the Lift Station Controls Upgrade Project

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**Summary:** Town staff is recommending the award of the standard Town of Crested Butte (TCB) construction contract with Browns Hill Engineering and Controls (BHEC) for \$75,851.00. The scope of work involves the installation of SCADA controls, a telemetry based communication and alarm system, and the replacement of a portion of the pump controls at all five lift station locations. It further takes the telemetry based communication system and integrates it into the existing SCADA system at the Wastewater Treatment Facility.

**Previous Council Action:** This project was approved with in the 2019 Budget.

**Background:** Currently the Wastewater Division uses an antiquated control and alarm system at all five of the lift station locations. In recent years the systems have become unreliable and are beyond their usable life (one station is over 30 years old). Furthermore, the current systems do not afford for remote monitoring. The new systems would enable staff to monitor and control all lift station functions remotely. The improvements would also make the alarm and dialer system much more robust. Finally, the project would replace a portion of the electrical infrastructure within the lift station control panels, such as relays, terminal blocks, and processors.

**Discussion:** TCB staff is requesting that Council award the contract to BHEC without utilizing the formal BID process. This request is due to the very specific expertise required to perform this work. Furthermore, TCB and BHEC have worked together on previous SCADA upgrades at the treatment facility, including the most recent WWTF upgrade in which a large portion of the SCADA infrastructure was upgraded. Staff believes that sole sourcing this project with BHEC will not only streamline the integration process between the existing systems at the WWTF and the new system at each lift station, but also, decrease the likelihood of conflicts resulting in unnecessary issues and change orders.

**Recommendation:** Staff recommends awarding the construction contract to BHEC.

**Proposed Motion:** I move to award the construction contract to Browns Hill Engineering and Controls for the Lift Station Controls Upgrade Project as part of the consent agenda.

**Notice of Award**

Dated \_\_\_\_\_

Owner: Town of Crested Butte	Owner's Project Manager:	
Name of Project / Contract:		Engineer:
Contractor:		
Contractor's Address: (send Certified Mail, Return Receipt Requested)		

You are notified that your Quote dated \_\_\_\_\_ for the above Contract has been considered. You are the Successful Bidder and are awarded a Contract for the \_\_\_\_\_ contingent upon delivery of all conditions outlined in the Agreement or herein.

See the Construction Agreement for details of the scope of work.

The Contract Price of your Contract is \$ \_\_\_\_\_ (written) \_\_\_\_\_

One (1) of the proposed Contract Documents (except Drawings) accompany this Notice of Award.

You must comply with the following conditions precedent within five (10) calendar days of the date you receive this Notice of Award.

1. Deliver to the Owner one (1) fully executed counterpart of the Contract Documents.
2. Deliver with the executed Contract Documents the Certificates of Insurance specified in the Construction Agreement (Article 7).
3. Deliver with the executed Contract Documents the Contract Security [Bonds] as specified in the Construction Agreement (Articles 8 and 9).

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default and annul this Notice of Award.

Town of Crested Butte  
Owner

By: \_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Name/Title



8119 Shaffer Parkway, Unit C  
Littleton, CO 80127  
PHONE: 720-344-7771  
FAX: 720-344-7460

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## Service Quote

Client: Crested Butte  
Project: Lift Station Controls Upgrade

Browns Hill Job #: 19-473 SQ03  
Quote Date: September 6, 2019

Subject: Browns Hill Engineering & Controls, LLC herein proposes to furnish instrumentation, control systems and electrical equipment specifically listed in the following "Scope of Work."

Scope of Work:

- Provide and install 5 Lift Station Panels and tied back to SCADA
- Install Radio System
- Program Lift Station PLCs for control and backup float control
- Program Office PLC to call out if comms fail or high level

Only items listed on this scope of work are included in this pricing.

Exclusions: The following items are specifically excluded from this scope of work:

- All costs for onsite storage, handling and equipment protection.
- All warranties will be FOB the equipment manufacturers repair facility
- Level Transducers

Browns Hill Engineering & Controls, LLC agrees to perform all work described per this proposal for the following lump sum price.

Proposal lump sum cost  
\$75,851 and no/100 dollars

This proposal is valid for 30 days and subject to revision after that time.

We are now accepting all major credit cards.

We appreciate the opportunity to provide this proposal and should you have any questions please contact the undersigned at 720-344-7771.

Sincerely,

*Dorothy Khreis*

Dorothy Khreis, Service Manager [Dkhreis@brownshilleng.com](mailto:Dkhreis@brownshilleng.com)

Browns Hill Engineering & Controls, LLC

**Customer Approval:**

Signature: *Shea D Earley*

Date: 9/16/2019

Name: Shea D Earley