



Town of Windham

Town Offices
8 School Road
Windham, Maine

Cover Sheet

File Number: 20-150

Agenda Date: 7/28/2020

Version: 1

Status: Agenda Ready

In Control: Town Council

File Type: Order

Agenda Number:

I. Council Action Requested.

To award a contract for architectural services to Harriman in the amount up to \$70,500, said amount to be paid from account TM-2021-003 for the Public Safety Building renovation and expansion project, and to authorize the town manager to execute a contract and to take any other necessary action related thereto.

II. Basis for Council Action.

Council approval of this item is required because;

- a. The Council has the authority to enter into contracts as the legislative body of the Town pursuant to Article II, Section 3(I) of the Charter, and
- b. Council action is required because the order authorizes a purchase requiring financing under Section 5, Paragraph 4 of the Purchasing Policy adopted by order 09-105 on July 28, 2009.

III. Issue Summary.

The Town received 6 proposals ranging from the mid \$60,000 range to \$120,000 for services. Two candidates were selected by the Town Building Committee based on reviews of submissions for interviews.

After interviewing the two architectural teams the committee concluded that Harriman Associates provided the best level of services for the Town to move forward with the Public Safety Building renovations and expansion project.