

**RESOLUTION NO. 2025-143**

**A RESOLUTION WAIVING THE FORMAL WRITTEN BIDDING  
REQUIREMENT ON THE BASIS OF SOLE SOURCE AND APPROVING A  
SERVICES AGREEMENT WITH BURNS & MCDONNELL  
ENGINEERING COMPANY, INC.**

**WHEREAS**, the Town of Castle Rock, Colorado (the “Town”) has identified the need for a contractor to assist with the oversight of the Phase V Ray Waterman Supervisory Control and Data Acquisition (SCADA) Master Plan project (the “Project”); and

**WHEREAS**, under the Town Purchasing Policies and Procedures, the requirement for formal written sealed bids may be waived where only one known source exists, only one single supplier can fulfill the requirements, the service is of a unique nature, the service allows for standardization with existing equipment, or the Town currently has a contract in place with a contractor for similar work (“sole source”); and

**WHEREAS**, the Town has determined that Burns & McDonnell Engineering Company, Inc. (the “Contractor”) is best suited to provide the services to the Town as the service is of a unique nature and allows for standardization with existing Town equipment; and

**WHEREAS**, according to Section 3.02.060.A.4 of the Castle Rock Municipal Code, Town Council has the authority to waive the requirement for formal written sealed bids on the basis of sole source for the procurement of work or services in excess of \$250,000; and

**WHEREAS**, Town Staff recommends Town Council waive the formal written sealed bids requirement on the basis of sole source for the Project; and

**WHEREAS**, should Town Council approve the sole source with the Contractor, the Town and the Contractor have agreed to the terms and conditions by which the Contractor will provide the services to the Town (the “Agreement”).

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF CASTLE ROCK, COLORADO AS FOLLOWS:**

**Section 1. Sole Source Approval.** The sole source justification form is hereby approved in the form presented at tonight’s meeting.

**Section 2. Agreement Approval.** The Agreement between the Town and the Contractor is hereby approved in substantially the same form as presented at tonight’s meeting, with such technical changes, additions, modifications, deletions, or amendments as the Town Manager may approve upon consultation with the Town Attorney. The Mayor and other proper Town officials are hereby authorized to execute the Agreement and any technical amendments thereto by and on behalf of the Town.

**Section 3. Encumbrance and Authorization for Payment.** In order to meet the Town's financial obligations under the Agreement, the Town Council authorizes the expenditure and payment in an amount not to exceed \$234,495.00, plus a Town-managed contingency in the amount of \$11,725.00, unless authorized in writing by the Town.

**PASSED, APPROVED AND ADOPTED** this 18th day of November, 2025, by the Town Council of the Town of Castle Rock, Colorado, on first and final reading, by a vote of \_\_\_ for and \_\_\_ against.

**ATTEST:**

**TOWN OF CASTLE ROCK**

\_\_\_\_\_  
Lisa Anderson, Town Clerk

\_\_\_\_\_  
Jason Gray, Mayor

**Approved as to form:**

**Approved as to content:**

\_\_\_\_\_  
Michael J. Hyman, Town Attorney

\_\_\_\_\_  
Mark Marlowe, Director of Castle Rock Water