

BOARD OF ALDERMEN

ITEM NO. B(2)

AGENDA ITEM ABSTRACT

MEETING DATE: May 4, 2004

TITLE: Award of Contract and Budget Amendment for Oleander Road Drainage Improvement Project

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| DEPARTMENT: Public Works | PUBLIC HEARING: YES ____ NO <u>x</u> |
| ATTACHMENTS: A: Resolution B: Budget Amendment | FOR INFORMATION CONTACT: George Seiz, Public Works Director, 918-7427 Patrick Childs, Purchasing Officer/Budget Analyst, 918-7301 |

PURPOSE

The purpose of this agenda item is to award a contract and approve a budget amendment for the Oleander Road Drainage Improvement Project. A budget amendment is required to transfer funds set aside in the Capital Reserve Fund for this project to the General Fund.

INFORMATION

Requests for Bids (RFB) were sent out on March 22, 2004 to 20 companies. Bids were accepted until April 16, 2004. Four companies submitted qualified bids in response to the Town's RFB. These companies include Narron Construction, Inc.; Billings & Garrett, Inc.; Carl Norris Construction, Inc.; and Holmes Contracting, Inc. After careful review of all responses, it is the recommendation of Public Works, Sungate Design Group, and Management Services that the Town Board award the bid to the low bidder, Narron Construction, Inc., and authorize the Town Manager to enter into a contract with Narron Construction, Inc. for the amount of \$60,000. The following is a summary of the bid tabulation:

| Company | Bid Cost |
|--------------------------------|-----------------|
| Narron Construction, Inc. | \$60,000 |
| Billings & Garrett, Inc. | \$110,455 |
| Carl Norris Construction, Inc. | \$78,832 |
| Holmes Contracting, Inc. | \$99,179 |

FISCAL IMPACT

In addition to the \$60,000 construction bid cost, funding for the project includes approximately \$11,000 for contingency and \$16,000 for engineering services, for the total project cost of \$87,000. This project is included in the current Capital Reserve Fund – Street Resurfacing Budget in the amount of \$87,440. Staff is asking the Board to approve the attached budget amendment, which will transfer the necessary \$87,000 from the Capital Reserve Fund into the appropriate General Fund account.

ADMINISTRATION'S RECOMMENDATION

Adopt the resolution and award the contract to Narron Construction, Inc. in the amount of \$60,000. The Board is also requested approve the related budget amendment for \$87,000.