



MEMORANDUM

DATE: January 4, 2024

TO: Fort Atkinson City Council

FROM: Andy Selle, PE - Director of Public Works

RE: Review and possible action relating to construction bid recommendation for Public Works and Parks Operations facility

BACKGROUND

The City worked with architectural firm Angus Young to design and bid the new Public Works and Parks Operations facility at its current location. Staff received four bids for public construction of the facility. The attached memo from Angus Young details their review and recommendation for award.

DISCUSSION

Following tonight's bid award, contract documents will be drawn up and signed, signaling the start of the construction period. The salt shed is expected to be one of the first buildings constructed, although the contractor can schedule the work within the parameters provided.

The alternate bid item for a truck scale was included to allow the City to determine the value of this piece of equipment primarily toward our management of salt. At the price noted by the low bidder, we will not exercise the alternate and plan to forego the scale at this time.

During the construction phase of the project, as Council may be aware from our previous Wastewater Treatment Plant upgrades, change order management is critical. A ten percent contingency budget (\$577,200.00) has been added to the base bid total to plan for unforeseen situations. This contingency is for the City to manage and is not accessible by the contractor. Staff request Council authorize the Director of Public Works with the approval of the City Manager to approve changes up to \$20,000. Staff will provide progress summaries of the project to Council every three months (+/- 5 updates), which will include the current and projected budget for the project.

Of note, there will be a change order coming to Council for approval early in the project. The truck wash system, estimated at about \$220,000 was incorrectly indicated to be owner supplied in the bid specifications. This was discovered only a few days prior to the bid deadline and the decision was made to handle this through a change order process with the contractor – who will be asked to solicit bids for the equipment.

FINANCIAL ANALYSIS

A tabulation of the bids is provided in the attached memo. Council has approved costs for the project to be covered in an anticipated borrowing to occur within the coming months. Given the bid results, the estimated project total is provided here in table format.

ITEM	% COMPLETE	DESCRIPTION	ESTIMATED COST
SOFT COSTS	75%	Land Purchase, Design, Permitting, Construction oversight, Utility relocation	\$1,166,975.00
BUILDING CONSTRUCTION	25%	Contract with Gilbank Construction (<i>includes 5% contingency</i>)	\$12,121,200.00
FURNISHINGS AND EQUIPMENT	0%	Truck wash, mechanic's shop equipment, office / break room equipment etc.	*\$545,000
		EST. PROJECT TOTAL	\$13,833,175.00

**Includes truck wash at \$220K*

Elements of the Furnishings and Equipment line item will come before Council for approval at forthcoming meetings.

RECOMMENDATION

Staff recommends the City Council approve the Award for construction to Gilbank Construction in an amount not to exceed \$11,544,000 and approve the use of a 5% contingency budget by City staff in the amount of \$577,200 for the project.

Staff further recommends the City Council authorize the Director of Public Works with the approval of the City Manager to authorize change orders up to \$20,000.00 on the project and provide Council project updates every 3 months.