



---

**TO:** Mayor Chuck Barney  
Members of the City Council

**FROM:** Janet Anderson, Library Director

**DATE:** April 20, 2017

**SUBJECT:** **Library Exterior Renovation (LIB024)**

---

## **I. RECOMMENDED ACTION**

It is recommended the Committee and Council:

1. Approve awarding the bid to Rolac Contracting in the amount of \$159,880.00; and
2. Authorize the Mayor to sign the agreement

## **II. DEPARTMENT CONTACT PERSON**

Janet Anderson, Library Director      852-1045

## **III. DESCRIPTION**

### **A. Background**

The Minot Public Library is scheduled to begin upgrades to the exterior of the building late this spring/early summer. This work is intended to address 2 major issues with the building's exterior: (1) none of the retaining walls have guardrails as currently required by safety codes, including a wall that is approximately 18" tall that has a 6' plus drop off and (2) the rock façade is deteriorating and falling off the wall.

### **B. Proposed Project**

The Library has been working with JLG Architects to design the project and advertise for bids. A base bid for remodeling work on the original building/entrance was requested as well as an alternate build for remodeling work at the new handicap ramp/west entrance.

### **C. Consultant Selection**

Six qualified bids were opened and read aloud at the public bid opening held on Thursday, April 13, 2017 at 10:00 am in the City Council Chambers at City Hall. See the attached **Recommendation of Award** and **Bid Tabulation** for details on bidders.

## **IV. IMPACT:**

### **A. Strategic Impact:**

As a much-used public building, the primary reason for completing this project is the safety of the public. At the same time, the improvements are being balanced with trying to maintain the aesthetic of the public facility while ensuring it is cost-effective and easy to maintain.

B. Fiscal Impact:

\$210,988 was budgeted for project LIB024 in 2017 and \$16,060 was encumbered from 2016 to be included in this project. The total amount budgeted for LIB024 is \$227,048.

Project Costs

Construction	\$159,880
Project Contingency	\$12,800
Professional/Admin Cost	<u>\$26,727</u>
Total	\$199,407

Project Funding

210-67-00-455-04-33 (Bldg & Grnds)	\$227,048
------------------------------------	-----------

In addition to the \$16,060 encumbered from 2016 for design fees, the Library Board approves an additional \$4,000 to JLG for the professional services provided during the construction phase. This total of \$20,060 is included in Professional/Admin Cost line item above.

See the attached **Budget Summary** for a detailed break-down of costs.

V. **TIME CONSTRAINTS**

Council's approval of the recommendation will allow the project to be constructed early in the 2017 construction season.

VI. **LIST OF ATTACHMENTS**

- A. **Recommendation of Award**
- B. **Bid Tabulation**
- C. **Budget Summary**

Approved for Council Agenda: \_\_\_\_\_

Date: \_\_\_\_\_



April 14, 2017

Janet Anderson, Director  
Minot Public Library  
516 2<sup>nd</sup> Avenue SW  
Minot, ND 58701

RE: **Recommendation of Award**  
**Minot Public Library – Project Order 1**

Janet:

The Public Bid Opening for the above referenced project was held at 10:00 am on Thursday, April 13, 2017 in the City Council Chambers at City Hall in Minot, North Dakota. During this Bid Opening, six (6) qualified bids were opened and read aloud.

After review of the bids and other submitted information, JLG Architects feels confident in recommending award of the contract for General Construction to Rolac Contracting, in the amount of \$159,880.00, as follows:

<b>Base Bid:</b>	<b>\$ 99,900.00</b>
Remodeling work at original building / entrance.	
<b>Alternate Bid Item No. 1:</b>	<b>\$ <u>59,980.00</u></b>
Remodeling work at new handicap ramp / west entrance.	
<b>Total Recommended Award Amount:</b>	<b>\$159,880.00</b>

Once your Library Board and the Minot City Council concur on award of this work, our office will prepare a contract for Rolac Contracting and begin to collect all the required submittals.

I have attached the final Bid Tabulation Form and a Revised Budget form for your Board to review. The revised budget will give you a clearer picture of overall costs you need to plan for such as Contingencies, Review Fees, A/E Construction Observation Fees, etc.

If you have any questions, feel free to call.

Sincerely,

A handwritten signature in black ink that reads "Douglas Larson". The signature is written in a cursive, flowing style.

Douglas Larson, Principal  
JLG Architects





## BUDGET SUMMARY

JLG #16187 - Minot Library Renovations

Issued: April 14, 2017

Issued By: DWL

### CONSTRUCTION COSTS

Base Bid Wall Renovations		\$99,900
Alternate Bid Wall Renovations		\$59,980
	<b>SUBTOTAL</b>	<b>\$159,880</b>

Contingency	8%	\$12,800
Escalation Spring 2017 Start		\$0
	<b>SUBTOTAL</b>	<b>\$12,800</b>

<b>TOTAL CONSTRUCTION COSTS</b>	<b>\$172,680</b>
---------------------------------	------------------

### SOFT COSTS (OWNER)

Professional Fees (Inc. Construction Administration )	\$20,000
Reimbursable Expenses	\$5,000
Owner Fees	\$0
Furniture, fixtures and equipment (FFE)	\$0
Technology Security and Equipment	\$0
Site Survey	\$0
Geotechnical Report	\$0
Hazardous Material Abatement	\$0
Temporary Heat	\$0
Special Inspections and Testing	\$0
Permits	\$1,727
Tapping Fee	\$0
Legal, Admin or Miscellaneous Cost	\$0
Moving Cost	\$0

<b>TOTAL SOFT COSTS</b>	<b>\$26,727</b>
-------------------------	-----------------

### TOTAL PROJECT COST

<b>TOTAL PROJECT COST</b>	<b>\$199,407</b>
---------------------------	------------------