

Memo

To: Village Board

From: Chris Clark, Director of Parks, Recreation, & Forestry

Re: Award Contract for the Fire Station Kitchen Remodel Project

Date: January 16, 2024

Background Information:

The Village Fire Station, which was constructed in 1972, is showing its age and periodically needs maintenance and updating. The Village is obligated per the contract to maintain and repair the building, grounds, and utilities. This facility is utilized 24/7/365 by the Green Bay Metro Fire Department, and with that gets more use than most any other commercial or residential property. The kitchen/dining area was proposed to be remodeled in 2023/24 to update the layout, cabinetry, HVAC, plumbing, as well as new appliances to accommodate the needs of the Fire Department personnel.

The Village hired Somerville Architects and Engineers to perform professional services including architectural design work and project management. The kitchen remodel project includes demolition of the existing kitchen and dining room area and a complete reconstruction of the kitchen walls, floor, ceiling, lighting, electrical, plumbing, HVAC, cabinetry, and countertops. In addition to the kitchen, the architect included an alternate bid item to include the replacement of flooring, ceiling, and lighting in the adjacent living room area. This was included in anticipation of obtaining better pricing for this work under one mobilization.

In early 2023, staff obtained an estimate for remodeling the kitchen space which was in the \$110,000 range. The kitchen remodel was bid out in December of 2023 with the thought of getting good pricing for indoor work during the winter from contractors. The project, if approved, is anticipated to begin in January and be completed by May 1st.

The Village received three bids for the project with IEI General Contractors with the low bid of \$227,300 base bid and \$19,400 for the alternate bid for a total of \$246,700.

Previous Information/Action:

The appliances for the kitchen were budgeted for in the 2024 Fire Department General Fund in the amount of \$28,000 which is separate from this project.

Budget Item/Funding:

The Village bonded \$85,000 in the 2023 bonding for the Fire Station kitchen remodel. The low bidder for this project was IEI General Contractors in the amount of \$227,300 base bid and \$19,400 for the alternate bid for a total of \$246,700. Additionally, the professional service contract with Somerville is \$18,000. This equates to a total of \$264,700 for the project. **The balance needed to complete the base and alternate portions of the project, less the amount bonded (with interest earned) in 2023, is \$177,900.**

The Village's ARPA funded project list currently has a balance of \$1,195,793.50. Finance Department staff believes there are adequate funds within the ARPA funding to fund the Fire Department project. This will be accomplished by alternative funding of future water station improvements and other project surplus balances.

Staff Recommendation:

Staff recommendation is to award the base and alternate bids to IEI General Contractors in the amount of \$246,700 utilizing ARPA funding. The Architect does not believe there are any design changes or alternative materials that would result in significant cost savings. Additionally, re-bidding at a future date could result in increased material and labor costs.

Possible Motions:

Possible motions the Village Board can take on this item:

- Award the base project to IEI General Contractors in the amount of \$227,300 utilizing ARPA funding in the amount of \$158,500.
- Award the base project and alternate to IEI General Contractors in the amount of \$246,700 utilizing ARPA funding in the amount of \$177,900.
- Award either of the above projects to IEI General Contractors utilizing another funding source such as additional bonding in 2024 or a combination of the two.
- Reject all bids due to lack of funding and begin the process over.
- Other

Attachments:

- Bid tabulation
- Somerville architect recommendation
- ARPA projects listing

bid recording sheet

Fire Station Kitchen Remodel
Village of Allouez
Project No. 7799



CONTRACTORS	Bid Security	Addendum No. 1	Addendum No. 2	Addendum No. 3	Base Bid-Complete Construction	Alternate No.1: Recreation Room	Voluntary Alternate: None	Voluntary Alternate: None	Voluntary Alternate: None	GRAND TOTAL	CONTRACTORS
Immel	X	X	X	X	\$242,800	\$24,500				\$267,300	Immel
IEI	X	X	X	X	\$227,300	\$19,400				\$246,700	IEI
Zeise	X	X	X	X	\$243,100	\$18,100				\$261,200	Zeise
Estimate 12/28/23										\$0	Estimate 12/28/23

next steps: Supplementary Bid Form Review
Apparent Low Bid Vetting Discussion
Letter of Intent to Proceed
Owner and Contractor Contract
Board Meeting 1/16/24

notes:

design matters

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Chris Clark

From: Collin Arndt <CArndt@somervilleinc.com>
Sent: Tuesday, January 2, 2024 10:40 AM
To: Chris Clark
Subject: 7799 - Village of Allouez - Fire Station Kitchen Remodel - GC Letter of Recommendation

Good Morning, Chris –

After a comprehensive review of the submitted bids; Somerville recommends moving forward with IEI as the General Contractor for the Village of Allouez Fire Station Kitchen Remodeling Project. This decision was not made solely from IEI being the low bidder. Somerville has a great working relationship with IEI and have completed several successful projects with them to date.

If the board decides to move forward with this Project, Somerville will draft the standard agreement between Owner and Contractor and notify IEI with the Owner's Intent to Proceed with the work.

Please don't hesitate to reach out with any questions.

Thank you,

Collin

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ARPA PROJECTS LISTING

Obligated by 12/31/2024 and spent by 12/31/2026

		Approved	Spent thru 12/27/2023	Add'l Spend	Balance	Utilities	Gen Admin	Economic Dev	Parks/Rec	Eng/DPW
APPROVED ARPA FUNDED PROJECTS										
1	Webster Ave emergency sewer repair	\$ 25,283.00	\$ 25,283.00	\$ -	\$ -	25,283.00				
2	Webster Ave sanitary sewer televising	40,090.00	35,609.30	-	4,480.70	35,609.30				
3	Storm sewer sinkhole repairs	50,000.00	50,000.00	-	-	50,000.00				
4	Coffee Wizardz sign grant	4,825.00	4,825.00	-	-			4,825.00		
5	ADA website compliance	2,160.00	2,160.00	-	-		2,160.00			
6	GBCI consulting services	54,000.00	54,000.00	-	-		54,000.00			
7	Computer system upgrades	10,000.00	11,699.00	(1,699.00)	-		10,000.00			
8	Elections - poll place scanner & tabulator	11,150.00	11,150.00	-	-		11,150.00			
9	Office 365	25,880.00	15,927.03	9,952.97	-		25,880.00			
10	GIS mapping system upgrade	200,000.00	46,801.00	153,199.00	-					200,000.00
11	Village of Allouez 150th anniversary celebration	5,000.00	4,345.66	654.34	-		5,000.00			
12	Village website redesign	22,000.00	22,800.00	(800.00)			22,000.00			
13	Fuel island repair	58,000.00	2,400.00	55,600.00						58,000.00
14	Brenner Place Watermain Repair	150,000.00	2,306.34	147,693.66		150,000.00				
15	Salt Storage Shed Repair	43,000.00	3,282.75	39,717.25						43,000.00
16	Parks Surveillance Camera Project	53,910.00	47,282.70	6,627.30					53,910.00	
Total approved ARPA funded projects		755,298.00	339,871.78	410,945.52	4,480.70					
		-	-		755,298.00					

PROPOSED ARPA FUNDED PROJECTS										
	Office 365 (prepay 2025 and 2026 services)	16,320.00					16,320.00			
	Water - pump station improvements (lighting/fencing/roof)	100,000.00	(\$100K to \$175K & back down for main repair)			100,000.00				
	Storm water - offset operating costs to delay rate increase	300,000.00				300,000.00				
	Economic development - revolving loan fund/street repairs	300,000.00	2024 Budget - street repairs					300,000.00		
Total proposed ARPA funded projects		716,320.00								

TOTAL APPROVED AND PROPOSED ARPA FUNDED PROJECTS	1,471,618.00	Utilities	Gen Admin	Economic Dev	Parks/Rec	Eng/DPW	1,467,137.30
		660,892.30	146,510.00	304,825.00	53,910.00	301,000.00	

		Utilities	Gen Admin	Economic Dev	Parks/Rec	Eng/DPW	Total
							(4,480.70)
ARPA FUNDS RECEIVED	1,454,264.90	Received	Spent	Cash - 12/27/23			
INTEREST EARNED 2022	18,808.98	1,533,321.64	(339,871.78)	1,193,449.86			
INTEREST EARNED 2023 (thru Nov)	60,247.76			2,343.64			
PROJECT FUNDS TO BE REALLOCATED	4,480.70			1,195,793.50			
FUNDS AVAILABLE	1,537,802.34						
				1,194,385.19			
				1,408.31			
PROJECTED FUNDS REMAINING	66,184.34			1,195,793.50			

+ A/P on 12/27/23

Bond cash (including interest) on 12/27/23

Orig bond cash balance per G/L on 12/27/23

Adjust for pooled cash balance on 12/27/23

OK to above bond cash balance on 12/27/23

