



Date of Council Meeting: July 10, 2012

**TOWN OF LEESBURG
TOWN COUNCIL MEETING**

Subject: Awarding the Police Station Technical Support Building Expansion and Renovation project construction contract.

Staff Contact: Anne Geiger, PE, Project Manager
Renée LaFollette, PE, Director of Capital Projects
Kathy Elgin, Chief Procurement Officer, Finance Department

Recommendation: Awarding the Police Station Technical Support Building Expansion and Renovation project construction contract to Roy C. Kline Contractors in the amount of \$766,993.00.

Issue: To which contractor should the Police Station Technical Support Building Expansion and Renovation project construction contract be awarded?

Fiscal Impact: The original budget for this project was \$935,000, of which \$100,848 has been spent on design. It is estimated that approximately \$60,000 will be needed for construction administration and data cable installation. Therefore, the available funding for construction of this project is \$774,152. The contract being awarded is for \$766,993.00. A contingency fund of 9% of the contract cost should also be set aside, or approximately \$69,030. The shortfall of approximately \$61,871 can be covered with funds available in the FY2013 Capital Improvement Program from other Town-funded projects. No other funding is necessary.

Background: The Police Station Technical Support Building Expansion and Renovation project is a fully funded Capital Project. This project will expand and renovate the current technical support building to approximately 4,000 square feet. This building provides the function of evidence storage and crime scene analysis for the Town's Police Department.

The construction bid was broken down into three major components: Site Work, Technical Support Building Expansion and Renovation, and Data Conduit Work. Both the Site Work and the Technical Support Building Expansion and Renovation were lump sum prices and were listed as 'A' and 'B' respectively. The Data Conduit Work was broken down into unit prices and quantities, and was listed as 'C'. The total Base Bid 'A'+ 'B'+ 'C' = Total Cost of the project. There was one Add Alternate listed for a storm filter structure to replace the typical storm drainage structure. This structure is not required to be constructed and was optional in case the lowest bid amount allowed its addition with the available funds for construction. There are not funds for construction of the Add Alternate; therefore it will not be constructed.

Awarding the Police Station Technical Support Building Expansion and Renovation Project
Construction Contract

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In response to a public solicitation, on June 12, 2012, the Town received eight bids as follows:

The bids were evaluated by the Acting Deputy Director of Capital Projects and the Chief Procurement Officer in accordance with the Town's Purchasing Policy. Roy C. Kline Contractors of Smithburg, MD was determined to be the lowest responsive and responsible bidder.

Staff recommends award of the Police Station Technical Support Building Expansion and Renovation project construction contract to Roy C. Kline Contractors in the amount of \$766,993.00.

Construction is anticipated to begin in summer 2012 and be completed by winter 2012/2013.

Attachment: CIP Sheet

GENERAL GOVERNMENT PROJECTS (continued)

TITLE: Police Station Renovation – Technical Support Building Only (11308)
STATUS: New

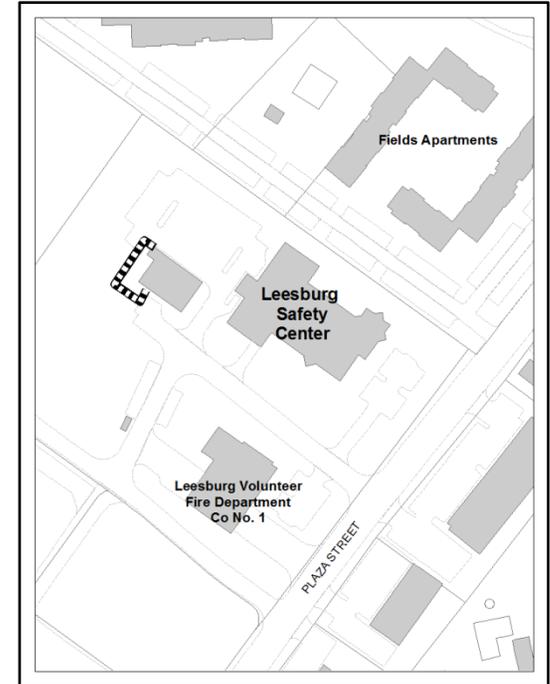
PROGRAM DESCRIPTION: This project will expand and renovate the current technical support building by approximately 4,000 square feet. This building includes the evidence storage facility and the crime analysis area.

UTILITY RELOCATION START DATE: N/A

CONSTRUCTION START DATE: Summer 2012

ESTIMATED COMPLETION DATE: Winter 2012/2013

OPERATING IMPACT: Minimal electricity cost



PLANNED FINANCING

Sources:	Total Required Project Funding	Funded through 6/30/11							TOTAL for 6-Yr CIP	Future Funds Required
			2012	2013	2014	2015	2016	2017		
Bonds	\$935,000		\$85,000	\$850,000					\$935,000	
TOTAL	\$935,000		\$85,000	\$850,000					\$935,000	

PLANNED EXPENDITURES

Uses:	Total Project Cost	Exp through 6/30/11							TOTAL for 6-Yr CIP	Future Funds Required
			2012	2013	2014	2015	2016	2017		
Design/Eng.	\$85,000		\$85,000						\$85,000	
Construction	850,000			850,000					850,000	
TOTAL	\$935,000		\$85,000	\$850,000					\$935,000	

OPERATING IMPACT

Operating/Maintenance:							TOTAL for 6-Yr CIP
	2012	2013	2014	2015	2016	2017	
Utilities and maintenance of new space		\$1,200	\$2,400	\$2,472	\$2,546	\$2,623	\$11,241
TOTAL		\$1,200	\$2,400	\$2,472	\$2,546	\$2,623	\$8,618

GOAL ADDRESSED

The Community Facilities and Services element calls for quality public safety.

PRESENTED July 10, 2012

RESOLUTION NO. 2012-

ADOPTED _____

A RESOLUTION: AWARDING THE POLICE STATION TECHNICAL SUPPORT
BUILDING EXPANSION AND RENOVATION PROJECT
CONSTRUCTION CONTRACT

WHEREAS, the Police Station Technical Support Building Expansion and Renovation project is a funded capital project; and

WHEREAS, this contract award is for the Police Station Technical Support Building Expansion and Renovation; and

WHEREAS, in response to a public solicitation for construction bids of the Police Station Technical Support Building Expansion and Renovation project, the Town received eight bids on June 12, 2012, from the following firms:

- Roy C. Kline Contractors \$ 766,993.00
- R. E. Daffan Inc. \$ 840,468.00
- Hammerhead Construction of Virginia, Inc. \$ 844,000.00
- HITT Contracting, Inc. \$ 932,079.75
- QSS International, Inc. \$ 945,170.00
- Milestone Construction Services, Inc. \$ 960,175.00
- Signet Construction Company , LLC \$ 963,575.00
- Elite Development, Inc. \$1,060,781.00; and

WHEREAS, the bids were evaluated by the Acting Deputy Director of the Office of Capital Projects and the Chief Procurement Officer in accordance with the Town's Purchasing Policy; and

WHEREAS, Roy C. Kline Contractors of Smithburg, Maryland was determined to be the lowest responsive and responsible bidder; and

WHEREAS, this is a lump sum contract; and

WHEREAS, change order procedures are detailed in the bid specifications; and

A RESOLUTION: AWARDING THE POLICE STATION TECHNICAL SUPPORT
 BUILDING EXPANSION AND RENOVATION PROJECT
 CONSTRUCTION CONTRACT

WHEREAS, money for contingencies on the contract is needed in the amount of \$61,871;
and

WHEREAS, there is money available in the FY2013 Capital Improvements Program;
therefore no additional funding is needed to award this contract.

THEREFORE, RESOLVED by the Council of the Town of Leesburg in Virginia that the
Town Manager is authorized to execute a contract, in a form approved by the Town Attorney, with
Roy C. Kline Contractors in the amount of \$766,939.00 for the construction of this project.

PASSED this ___ day of July, 2012.

Kristen C. Umstattd, Mayor
Town of Leesburg

ATTEST:

Clerk of Council