

TOWN COUNCIL



STAFF REPORT

Projects and Watershed Resilience Department

MEETING DATE:	February 10, 2026
PROJECT:	Approval to Authorize a Construction Contract with Nix Construction Co., Inc. for Site and Landscape Development of the Sarah Riley Hooks Cottage Project (Fiscal Impact – \$687,874.80)
PROJECT MANAGER:	Patrick Rooney, Capital Improvement Program Manager

REQUEST: Town Staff requests Town Council to authorize the Town Manager to execute a Contract (Attachment 2) with Nix Construction Co, Inc for \$573,229.00 to complete Site and Landscape construction services for the Sarah Riley Hooks Cottage project. In addition, Staff requests a 20% contingency allowance of \$114,645.80 to cover any unforeseen changes that may arise during construction.

The total fiscal impact with contingency is \$687,874.80 and is within the approved budgets for Fiscal Years FY 2026-2027 and illustrated on the attached Project Data Sheets (Attachment 3).

BACKGROUND: The Town of Bluffton purchased the Sarah Riley Hooks Cottage and its surrounding property in January 2021. A Structural Building Assessment and a Conceptual Master Plan was presented to Town Council in 2023 and 2024, respectively. The Master Plan proposed the reconstruction of the cottage with restrooms, parking, walkways, utilities, storm drainage, observation deck, arbor, trellis swings, interpretive signage, site furnishings, lighting, landscaping and irrigation.

Reconstruction of the Cottage began in June 2025 and is expected to be completed in June 2026. The site and landscaping development plans were prepared as a combined bid package, and a Request for Proposals solicitation was posted on December 12, 2025.

The bidding process was performed in accordance with the Town's Purchasing Ordinance including required public notice, a formal Request for Proposals (RFP), bid opening and bid review and evaluation by a 3-member review team. Two bidders provided complete and responsive bids including:

- Nix Construction Co. Inc
- Jarrell Brothers Construction

An Evaluation Team reviewed and rated the Proposals and determined the Nix Construction Co., Inc to be the most qualified, responsive, and responsible bidder at the lowest price.

Evaluation Team Ratings

	Nix Construction Co, Inc	Jarrell Brothers Construction
Evaluator 1	100	75
Evaluator 2	98	86
Evaluator 3	100	83
AVERAGE SCORE	99.33	81.33

Pricing

\$573,229.00

\$581,068.51

NEXT STEPS: Upon approval of the proposed contract, Staff will initiate a pre-construction meeting and plan to commence construction in March 2026 with an approximate 180-day construction period, subject to favorable weather conditions.

SUMMARY: This project originated from the Town's FY 2023-2024 Strategic Plan and is supportive of the following Strategic Focus Areas and Guiding Principles:

Community Quality of Life:

- Guiding Principle #1: Preserve and enhance the historic and cultural identity/resources that reflect the values and traditions of our community.

Infrastructure:

- Guiding Principle #3: Establish long-term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable,

Consistent with these Guiding Principles, Staff is requesting Town Council to authorize the Town Manager to execute the proposed Contract with Nix Construction Co, Inc.

ATTACHMENTS:

1. Presentation
2. Draft Contract
3. FY 26-27 Project Data Sheets
4. Proposed Motion