



Agenda Item Report

Meeting Type: Committee of the Whole

Meeting Date: June 3, 2025

Item Title: Pavilion Staircase Project – Bid Summary and Funding Request

Submitted By: Amy Jo Meyers, Recreation Director

Detailed Description of Subject Matter:

Background:

The City issued a Request for Bids for the Pavilion Staircase Project through Quest. Four construction companies downloaded the bid packet, and two attended the pre-bid meeting. However, despite outreach efforts, only one contractor submitted a formal bid. The limited response is due to the smaller scope and specialized nature of the project; the total bid received was \$98,800.00.

Additionally, the project has received State Historic Preservation Office (SHPO) approval, confirming that we may proceed with the proposed work in accordance with state historic preservation requirements.

Available Funding:

The City has allocated a total of \$65,000 for this project. Of that amount, \$13,300 has been designated for professional services provided by Funktion Design, which include construction document preparation, bidding assistance, and construction phase services. This leaves \$51,700 available for construction.

Funding Shortfall:

The lowest bid received for the construction work exceeds the available construction funding by \$47,100.

Additional Funding Source:

To address this shortfall, the City can utilize additional funds received as a reimbursement from the State for the Highway 89 project. These funds are available for capital street projects and can be used to fully cover the gap in funding. This has been confirmed by Krystal Larson.

Request:

Staff recommends proceeding with the bid received, as it represents the only qualified response, and rebidding is unlikely to result in additional interest or lower pricing.

Action Requested of Council:

Authorize the allocation of an additional \$47,100.00 in funding to fully cover the cost of the Pavilion Staircase Project, bringing the total project budget to \$98,800. This will allow the City to proceed with awarding the contract to the sole qualified bidder and move forward with construction.

List all Supporting Documentation Attached:

Project Staircase Photos and Bid received.