



City of Eustis

P.O. Drawer 68 • Eustis, Florida 32727-0068 • (352) 483-5430

TO: EUSTIS CITY COMMISSION

FROM: TOM CARRINO, CITY MANAGER

DATE: JULY 18, 2024

RE: Resolution Number 24-52: Utilities Administration Headquarters Building

Introduction:

Resolution Number 24-52 authorizes the award of Bid Number 007-24 to GSB Construction & Development, Inc. with a base bid of \$1,056,000 for the Utilities Administration Headquarters Building Project, authorizes a Budget Transfer in the amount of \$256,000, and authorizes the City Manager to execute all agreements with GSB Construction & Development, Inc. to complete this project.

Background:

The new Utilities Administration Headquarters Building located at the 901 Bates Avenue Compound will provide an expanded office space for Department Leads and Assistants including four administrative offices, lobby, large conference room, printer/plotter room, server room, and restrooms. The building will also serve as a secure shelter for on-site personnel during hurricanes and other major storms. The conference room will provide enough space for responders to reside during “lock-ins” while waiting to be deployed after the storm. The description of work for Bid Number 007-24 includes the following:

- General Construction including concrete, masonry, carpentry, and earthwork
- HVAC, Plumbing, and Electrical
- Temperature Controls and Thermal and Moisture Protection including insulation, weather barriers, and flashing/trim
- Openings and Finishes including doors, impact resistant windows, hardware, tiling, and painting
- Specialties including extruded canopies and signage
- Permitting

Five bids were received by licensed contractors during the April 16, 2024 bid opening for the project. The total base bids from the five contractors ranged from a low of \$1,056,000 to a high of \$1,559,007. City staff is confident that they received competitive pricing and reasonable bids. GSB Construction & Development, Inc. submitted the lowest total base bid of \$1,056,000. In reviewing GSB Construction & Development Inc.'s bid package, no deficiencies were noted. The City's purchasing policies require that the Commission approve any purchase that exceeds \$50,000.

Recommended Action:

Staff recommends approval of Resolution Number 24-52.

Policy Implications:

Not applicable.

Alternatives:

- 1.) Approve Resolution Number 24-52
- 2.) Deny Resolution Number 24-52

Budget/Staff Impact:

The approved budget has allocated funds of \$256,000 for construction of the Utilities Administration Headquarters Building as shown below:

042-8600-533-66-44	Water Dept. Office & Compound CR44	\$800,000
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Additionally, the following Capital Project has been completed below budget and the following transfer is requested into Account 042-8600-533-66-44:

042-8600-535-66-86	Main WWTP Expansion	\$256,000
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Prepared By:

Olivia Kilgore, Administrative Assistant – Water Department

Reviewed By:

Rick Gierok, P.E., Director of Public Works, City Engineer
Greg Dobbins, Deputy Director of Public Utilities

Attachment(s):

Resolution Number 24-52

Available Upon Request

Bids from Bid Number 007-24