



City of Eustis

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

TO: Eustis City Commission

FROM: Tom Carrino, City Manager

DATE: March 5, 2026

RE: Resolution Number 2026-26: Authorizing Award of Bid Number 001-26 To JH Construction, LLC For the Public Works Administration Building Project and Authorizing Budget Transfers and Approving a Purchase in Excess of \$100,000.00

Introduction:

Resolution Number 2026-26 Authorizes the award of Bid Number 001-26 to JH Construction, LLC., with a base bid of \$312,300.00 for the Public Works Administration Building Project, authorizes Budget Transfers in the amount of \$105,000.00 and \$45,000.00, and authorizes the City Manager to execute all agreements with JH Construction, LLC. to complete this project.

Background:

The City's existing Public Works department is in need of expansion due to the increase in staff and lack of existing administrative space.

Engineering procured Conklin-Porter-Holmes, LLC., to design a one story, 700 square foot building addition with two new offices and essential supporting spaces. The anticipated cost of construction prepared by CPH was \$338,542.00.

Eight bids were received by licensed contractors during January 22, 2026, bid opening for the project. The total base bids from the eight contractors ranged from a low of \$312,300.00 to a high of \$563,685.00. City staff is confident that they received competitive pricing and reasonable bids. In reviewing JH Construction, LLC's bid package, no deficiencies were noted. The City's purchasing policies require that the Commission approve any purchase that exceeds \$100,000.00.

Recommended Action:

Staff recommends approval of Resolution Number 2026-26

Policy Implications:

Not applicable.

Budget/Staff Impact:

The approved budget has allocated funds of \$175,000.00 for construction of the Public Works Administration Building as shown below:

010-8600-517-60-16	400 Morin St. Building Additions	\$100,000.00
013-4100-541-60-62	Buildings	\$75,000.00

Additionally, the following transfer is requested into Account 010-8600-517-60-16:

010-8600-517-60-01	Building Improvements	\$105,000.00
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Additionally, the purchase of a dump truck for Public Works was completed below budget, and the following transfer is requested into Account 013-4100-541-60-62:

013-4130-541-60-64	Machinery & Equipment	\$45,000.00
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Prepared By:

Christopher Helme, Administrative Supervisor, Engineering

Reviewed By:

Rick Gierok, P.E., Engineering Director
Greg Dobbins, Deputy Director of Public Works
Miranda Burrowes, Deputy City Manager

Attachments:

Resolution Number 2026-26

Available Upon Request:

Bids from Bid Number 001-26