



# Memorandum

**Meeting Details:** June 11, 2025

**Prepared For:** Mayor & Board of Commissioners

**From:** Megan Wepfer, Public Works Director

**Subject:** ITB# 25-07 Military Court of Honor Discussion & Approval

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## **Background**

ITB# 25-07 was released on demandstar on April 4, 2025. A mandatory pre bid meeting was held onsite on April 15<sup>th</sup> at 10AM where 11 different contractors attended. All bids were due April 24<sup>th</sup> at 10Am, and we received 4 complete bids and 1 incomplete bid. Veracon, LLC DBA Vera Contractors submitted the lowest responsive responsible bid package for \$225,812.43. After verifying the proposal worksheet, the total project cost is \$225,823.02 due to some additional errors on the proposal worksheet. This project does include a 10% contingency in the event of an unforeseen issue during construction.

## **Fiscal Impact**

FY25 budget has \$250,000 budgeted for the Construction of the Military Court of Honor. The construction cost has come in under budget, but additional engineering fees may be incurred due to requests for information or clarification of specifications during construction and weekly site visits to verify the work completed. Additional engineering costs will not exceed \$10,000.00 and will keep the overall cost of the project within budget.

## **Recommendation(s)**

Staff recommends the Board of Commissioners approve awarding ITB#25-07 Military Court of Honor to Veracon, LLC DBA Vera Contractors for \$225,823.02.

## **Attachments**

- Contract and Bond Document