

GMS, INC.
CONSULTING ENGINEERS
611 NORTH WEBER, SUITE 300
COLORADO SPRINGS, COLORADO 80903-1074

TELEPHONE (719) 475-2935
TELEFAX (719) 475-2938

EDWARD D. MEYER, P.E.
ROGER J. SAMS, P.E.
JASON D. MEYER, P.E.
DAVID R. FRISCH, P.L.S.

THOMAS A. McCLERNAN, P.E.
MARK A. MORTON, P.E.
KEN L. WHITE, P.L.S.

MEMORANDUM
Via Electronic Mail (No Hard Copy to Follow)

TO: Board of Trustees
Ms. Glant Havenar, Mayor
Ms. Dawn Collins, Town Administrator/Clerk
Town of Palmer Lake

DATE: June 27, 2024

FROM: Mr. Mark A. Morton, P.E.
GMS, Inc., Consulting Engineers

RE: Town of Palmer Lake
Palmer Lake Elementary School Road Improvements Project

Ladies and Gentlemen:

GMS, Inc. completed the bidding and construction documents for the Palmer Lake Elementary School Road Improvements project. This project scope of work included replacement of water system pipelines, valves, service lines and meter pit assemblies; installation and replacement of drainage system structures and pipelines; sidewalk, drive apron and curb and gutter installations and replacements; and asphalt pavement installation and replacement. The project construction covers Upper Glenway Road from High Street to Pie Corner, and also a portion of Pie Corner from Upper Glenway Road to approximately 175 feet south of Columbine Road.

The bidding documents were distributed to five (5) construction organizations. At the advertised time and date for submittal of bids, only one organization submitted bid documents. Based on our review of the submitted documents, it appears the submittal is responsive to the bidding requirements. In addition, we have coordinated the completion of the post-bid forms by the organization, and their submittal to the Colorado Department of Transportation (CDOT), as requested by the CDOT Local Agency Representative. A tabulation of the bid submitted is shown below. The Base Bid Schedule generally includes the improvements in Upper Glenway Road. Alternate Bid Schedule No. 1 generally includes the work in Pie Corner.

Scope of Work	West Fork Construction LLC	Engineer's Estimate
Base Bid Schedule – Upper Glenway Road	\$928,998.50	\$1,068,466.00
Alternate Bid Schedule No. 1 – Pie Corner	\$391,531.00	\$350,315.00
Total – Base and Alternate Bid Schedules	\$1,320,529.50	\$1,418,781.00

In considering the award options for the project, we have reviewed the bid results with Town staff against budgeted funds for the project. The Town was successful in winning a grant award for a portion of the construction of this project. The grant award was coupled with a local match requirement. The grant and local match dollars will allow for the award of the Base Bid Schedule, plus a contingency allowance of 10% of the bid amount. In order to award the Base Bid and Alternate Bid schedules together, additional funds would be required by the Town. Below is a summary of the project funds for each award scenario.

	Base Bid Schedule Only	Base and Alternate Bid Schedules
Award	\$928,998.50	\$1,320,529.50
Contingencies (10%)	\$92,899.85	\$132,052.95
Total Cost	\$1,021,898.35	\$1,452,582.45
Project Funds (Grant + Local Match)	\$1,022,066.00	\$1,022,066.00
Cost Difference	\$167.65	-\$430,516.45

Should the Board of Trustees see the dedication of additional funding to the project as not feasible at this time, we would recommend the Board consider a contract award of the Base Bid Schedule only based on the submitted bid by West Fork Construction LLC, together with a contingency allowance of approximately 10 percent (10%) of the submitted bid. The Base Bid Schedule only option would result in a contract award to West Fork Construction LLC in the amount of \$928,998.50. To assist the Town in providing record of a proposed action for the award of the Base Bid Schedule only, we suggest a motion similar to the following be made:

I move to approve the award of the contract between the Town and West Fork Construction LLC for the Palmer Lake Elementary School Road Improvements project for the Base Bid Schedule only in the amount of \$928,998.50.

Should the Board find that additional funding being dedicated to this project is acceptable, and the funding is available within the Town's budget, we would recommend the award of the entire project. There is a cost efficiency that can be realized by awarding the entire project at one time, rather than having to complete a separate project in the future. In this case, we would recommend the Board consider a contract award of the entire project (Base Bid Schedule and Alternate Bid Schedule No. 1) based on the submitted bid by West Fork Construction LLC, together with a contingency allowance of approximately 10 percent (10%) of the submitted bid. Considering award of the entire project would result in a contract award to West Fork Construction LLC in the amount of \$1,320,529.50. To assist the Town in providing record of a proposed action for the award of the entire project, we suggest a motion similar to the following be made:

I move to approve the award of the contract between the Town and West Fork Construction LLC for the Palmer Lake Elementary School Road Improvements project for the Base Bid Schedule and Alternate Bid Schedule No. 1 in the amount of \$1,320,529.50.

If you should have any questions or desire additional information, please feel free to contact us at your convenience.