



## Memorandum

**To:** Jen Scharber- City of Tenino

**From:** Michael Marshall, PE

**Date:** January 4, 2024

**Re:** Ag Park North Building Improvements Project: Various Trades Contract Award Recommendation

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The City advertised for bids for the Ag Park North Building Improvements Project: Various Trades on December 20, 2023 to perform the catch all finish work. The City opened the sole bid that was submitted on January 3, 2024 at 1:00 PM. The bid was from J.A. Morris Construction LLC for \$1,245,101.00 including sales tax.

J.A. Morris' bid is the only and low bid submitted and is properly filled out including signatures and is deemed to be responsive.

However, the sole bid submitted is considerably higher than the Architect's estimate and project funding and we recommend that the City reject the bid per Instructions To Bidders paragraph 19.01 and rebid the project in a timely manner.