

**CITY COUNCIL COMMUNICATION 97-517  
OCTOBER 20, 1997 AGENDA**

**SUBJECT:**

**CITY HALL LOWER LEVEL  
WATERPROOFING**

**SUBMITTED BY:**

**HAROLD SMITH  
CITY ENGINEER**

**SYNOPSIS —**

On October 14, 1997, the City received bids for City Hall Lower Level Waterproofing. Only one bid was received which was from Koester Construction Co., Inc. This report explains staff's recommendation to accept the bid.

**FISCAL IMPACT —**

The bid received was for \$13,000. There is sufficient funding in the Capital Improvements Project (CIP) Index Code 340141, page 157, for this project.

**RECOMMENDATION —**

**Award of this construction contract to Koester Construction Co., Inc.**

**BACKGROUND —**

Five contractors requested bid documents as prime bidders. Upon contacting these bidders, it became apparent that due to a one week bid period, and the small size of the project, that there may not be a sufficient number of bids submitted. Staff contacted additional contractors in an attempt to interest more bidders.

Several telephone calls were made to plan holders who did not submit bids. The responses were they did not have time to put a bid together, new work came up that would take them into winter, or this was too small a job to include in their busy fall schedule.

The bid received was 30 percent over the estimate, but \$13,000 is still within the CIP budget, and

the work needs to be completed this fall because of water problems in the lower level of City Hall which serves as the Legal Department.