

MEMORANDUM

TO: Mayor and City Councilmembers
Steve Parker, City Manager

FROM: Ashley Bruns, Purchasing Manager

DATE: June 18, 2024

RE: Approval of Contract Award for Sebastopol House Porch Repairs

During the solicitation process for bids to restore the Sebastopol House porch, it was found that the bids received were over the initially allocated budget for the project. Despite this, it is imperative that we proceed with the restoration as soon as possible to preserve the historical integrity of the house.

Two (2) bids were received, both of which exceed the current budget. The bid tabulation is attached for your review.

The Sebastopol House is a significant historical landmark in our community. The porch is now a safety issue and is in critical need of restoration to prevent further deterioration. Delaying this project could result in more extensive damage, potentially leading to higher repair costs in the future and a loss of historical value.

Given the higher-than-expected bids, a budget amendment is necessary to cover the additional costs. Staff recommends adjusting the budget to allocate the necessary funds to proceed with the project.

Staff recommends awarding the contract to Phoenix I Restoration and Construction, LLC., who submitted the lowest qualified bid of \$103,700. This decision is based on their reputation for quality work and their ability to complete the project in a timely manner.

We request the City Council's approval to award the contract to Phoenix I Restoration and Construction, LLC.

A budget amendment to allocate additional funding to the project will also be included in the City Council agenda for June 18.