City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Honorable Mayor and City Council Members

FROM: Mike Pogge-Weaver, City Manager MSPW

DATE: ~~September 6, 2018~~ September 11, 2018 (Note: all revisions are highlighted)

SUBJECT: Carroll Public Library/Carroll City Hall

- Motion to accept the quote to move the Carroll Public Library
- Motion to accept the quote to move the Carroll City Hall
- Resolution authorizing acquisition of real property from Commercial Savings Bank at 627 N Adams St
- Abatement of Asbestos at 112 E 5th St and 627 N Adams St
  - Report of Bid Opening
  - Award of Bid

As the City Council is aware, the City of Carroll is vigorously defending itself against the lawsuit that was filed by Dr. Collison on August 7, 2018. The City has filed a Motion to Dismiss the lawsuit and a Motion for Expedited Consideration. The Court granted the City's Motion for Expedited Consideration and has set a hearing on the Motion to Dismiss for September 17, 2018. The Court also ordered Dr. Collison to alert the Court by September 13, 2018 whether he actually intends to pursue a temporary injunction as he requested in the lawsuit.

Bids were received on the Carroll Public Library/Carroll City Hall construction project on Wednesday, August 29th until 4:00 PM. Overall the bids were favorable for the City. OPN Architects and City Staff will be recommending that the City proceed with accepting the lowest responsive, responsible bid since it came in under budget.

The specifications for the Carroll Public Library/Carroll City Hall construction work anticipated that the project would commence on October 8, 2018. If the City does not start the moving process by September 14th and if asbestos abatement is not started by September 24th the City will not be able to turn the buildings over to the contactor by October 8, 2018.

City staff therefore recommends that the City Council take action to award contracts to move the Carroll Public Library, to move the Carroll City Hall, and to abate the asbestos at 112 E 5th Street and 627 N Adams Street, and to adopt a Resolution authorizing acquisition of real property from Commercial Savings Bank at 627 N Adams Street. These actions must be taken in order to ensure that the building is available on October 8 for the contractor to begin construction.

Because contractors are only required to leave their bids open for 30 days, the City must decide by September 28, 2018 who the lowest responsive, responsible bidder is.

Carroll Public Library

For the Carroll Public Library move City Staff solicited quotes from Library Furniture International and the Iowa Department of Corrections. Both firms have experience in moving libraries like the Carroll Public Library. Library Furniture International quoted the City a total cost of $21,250 per move. The Iowa Department of Corrections declined submitting a quote due to current staffing issues and the required timeline to move the Library in under 2 weeks.

Carroll City Hall Move

For the Carroll City Hall move City Staff solicited quotes from Pettitt Movers of Carroll and Crimmins Relocation Services of Fort Dodge. Both firms have experience in moving offices like the Carroll City Hall. Pettitt Movers declined submitting a quote due to current staffing levels and the required timeline to move the City Hall starting on a Friday and be complete by Saturday. Crimmins Relocations Services quoted the City a total cost of $12,150 for the first move and $9,650 for the second move. The first move includes disassembling, moving, and reassembling of the front office cubicles which will not be moved to the new City Hall site. Staff sought a quote for moving the cubicles from Stones Office Supplies, which declined to bid due to current workloads.

Authorizing acquisition of real property from Commercial Savings Bank at 627 N Adams St

Before the City can proceed on the abatement of asbestos at the former Commercial Savings Bank site at 627 N Adams St, the City needs to formally accept title to the property. Attorney Title Opinion and an updated Phase I ESA have been completed and are clear for the City to accept title on the property.

Abatement of Asbestos at 112 E 5th St and 627 N Adams St

Sealed bids are being sought for the abatement of asbestos at both 112 E 5th St and 627 N Adams St. Four potential bidders participated in a walkthrough of the job site on Tuesday, September 4th. Bids ~~are~~ were due at 2:00 PM on Monday, September 10, 2018. The estimated cost is $80,000. Work would start by September 24th and be completed by October 5th in time for the buildings to be turned over to the main general contractor on October 8th. ~~The results of the bids will available after bid opening.~~

The City received 2 bids for the work as follows:

Site Services of Algona	$33,908.00
Environmental Property Solutions of Des Moines	$37,200.00

According to Jon Reis of Impact 7G, both are competent firms and will be able to do the job. Staff is recommending that the City Council accept the bid from Site Services of Algona in the amount of $33,908.00. Based on the bid price of $33,908.00, plus professional services of Impact 7G, and a contingency of $2,500 for additional asbestos that may be found once construction starts the new budget for asbestos abatement is $54,208.

RECOMMENDATION: The Council consider approval of the actions:

- Motion to accept the quote to move the Carroll Public Library
- Motion to accept the quote to move the Carroll City Hall
- Approve a resolution authorizing acquisition of real property from Commercial Savings Bank at 627 N Adams St
- Approving an Award of Bid for the Abatement of Asbestos at 112 E 5th St and 627 N Adams St

RESOLUTION NO. _____

RESOLUTION AUTHORIZING ACQUISITION OF REAL PROPERTY FROM COMMERCIAL SAVINGS BANK LOCATED AT 627 N ADAMS STREET

WHEREAS, the City desires to renovate 627 N Adams Street for City Hall operations described as Lot 1 and the North 52 feet of Lot 2 in Block 8, in the City of Carroll, Iowa and,

WHEREAS, the acquisition of real estate is necessary for the renovation of the project; and,

WHEREAS, the Moehn and Milligan families intend to donate the property located at 627 N Carroll Street; and,

WHEREAS, terms of the donation of the property at 627 N Carroll Street is outlined in a property gift agreement that was approved by the Carroll City Council on May 22, 2017; and,

WHEREAS, since this property is being gifted to the City, City Policy 0307 requiring an MAI appraisal is waived.

NOW, THEREFORE, BE IT RESOLVED that the acquisition of real property described as Lot 1 and the North 52 feet of Lot 2 in Block 8, in the City of Carroll, Iowa from Commercial Savings Bank is approved.

Passed and approved by the Carroll City Council this 12th day of September, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

RESOLUTION NO. _____

RESOLUTION MAKING AWARD OF CONTRACT FOR ABATEMENT OF ASBESTOS AT 112 E. 5TH STREET AND 627 N ADAMS STREET

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CARROLL, IOWA:

Section 1. That the following bid for abatement of asbestos at 112 E 5th Street and 627 N Adams Street is hereby accepted, the same being the lowest responsible bid for said work as follows:

Contractor:	Site Services
Amount of Bid:	$33,908.00
Portion of Project:	All

Section 2. That the Mayor and City Clerk are hereby authorized and directed to execute the contract awarded above for the said public improvements.

Section 3. That said contract, bond and insurance coverage for the said public improvements are hereby approved.

Passed and approved by the Carroll City Council this 12th day of September, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

By: _____
Eric P. Jensen, Mayor

ATTEST:

By: _____
Laura A. Schaefer, City Clerk

P.O. Box 661
410 Main Street
Slater, IA 50244-0661
800-383-3400
Fax: 515-685-2236
www.impact7g.com
info@impact7g.com

IMPACT7G
ASBESTOS BID TABULATION FORM

PROJECT NAME: City of Carroll – 112 E. 5th Street and 627 N. Adams Street, Carroll, IA 51401

BID OPENING: September 10, 2018 @ 2:01 P.M.

ASBESTOS CONTRACTOR	BID BOND	BASE BID	ADD #1	REMARKS
Advanced Environmental, Jay Llewellyn 803 Ricker Street, Waterloo, IA 50703, (319)287-4448				
Earth Services and Abatement, Inc., Brian Burkle 1901 Easton Blvd, Des Moines, IA 50316, (515)284-0401				
Environmental Property Solutions., Chuck Woodworth 10582 Justin Drive, Des Moines, IA 50322, (515) 954-0588	X	$37,200.00		
Green Environmental, Fredy Abarca 1425 Metro East Dr., #112, Pleasant Hill, IA 50327, (515)619-0440				
ICM Insulation, Ruston Sullivan 76 Jefferson Avenue, Des Moines, IA 52403, (319)221-1043				
Mid-Iowa Environmental Corp., Chris Riley 3009 S.W. 9th Street, Des Moines, IA 50315, (515)244-5766				
REW Services Corporation, Jeff Harclerode 1226 Illinois, Des Moines, IA 50314, (515)289-0705				
Site Services, Wayne Clegg 1621 East Commercial Street, Algona, IA 50511, (515) 295-6888	X	$33,908.00		

Carroll Public Library and Carroll City Hall: Construction Bid Pricing Model | Updated: Updated: September 11, 2018

					Estimated Project Cost
1	New Construction – Building Cost				
	Existing City Hall & Library 112 E. Fifth St. - Library Renovation	19,110 SF		BID PRICE	$3,312,450
	Existing Commercial Savings Bank 627 N Adams St - City Hall	7,541 SF + 5,380 SF (basement)		BID PRICE	$1,213,650
	Construction Subtotal			BID PRICE	**$4,526,100**
2	General Requirements			Included	$0
3	Contractor Markup			Included	$0
4	Design/Bid/Construction Contingency			8%	$362,088
	Construction Cost Estimate				**$4,888,188**
5	Professional Fee (bldg. & site) Range		$546,966		$546,966
6	Cost Estimation Services		$33,200		$33,200
7	Programing		$13,000		$13,000
8	Reimbursables		$11,500		$11,500
9	Furnishing/Shelving Library Range	11.80%	$388,928	13.20%	$435,072
10	Furnishing/Shelving City Hall Range	9.50%	$115,425	12.00%	$145,800
11	FFE Design/Spec Fee Range	9%	$45,392	9%	$52,278
12	Miscellaneous Costs Range Soil Borings/Topo Boundary Survey Construction Testing Computers/IT AV Systems Interior Signage	4.00%	$195,528	8.00%	$391,055
13	Temporary Lease Space		$121,706		$121,706
14	Moving cost - Library (includes temp & final move)		$44,625		$44,625
15	Moving cost - City Hall		$21,800		$21,800
16	Legal & Bonding Fees		$89,800		$89,800
17	Abatement & Mitigation		$51,708		$54,208
18	Land Purchase		$150,000		$150,000
19	Alliant Rebates		($1,263)		($1,263)
20	MidAmerican Rebates		($23,176)		($23,176)
21	Sales Tax Deduction	INCLUDED IN BID PRICE			
	Project Cost Estimate (Sept 3, 2018)		**$6,693,326**		**$6,974,760**