



## *Agenda Briefing*

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**Date of Meeting:** January 5, 2021

**Responsible Department:** Public Works

**Presenter:** Brian Craig

**Briefing Prepared By:** Brian Craig

**Strategic Focus Area:** Well Maintained Infrastructure

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**General Information / Subject:**

Approve proposal and allow staff to contract with Geofill Construction for the City Hall Roof and Vertical Components Painting Project in the amount of \$35,280.00.

### **Executive Summary / Background:**

City Staff completed painting the walls of City Hall and aspects of the items remaining to be blue of color (roof, doors, shutters and exterior lights) are difficult to achieve for staff. A Request For Proposal was created to obtain bids for this work and two proposal were received.

After reviewing the bidders' documents; City Staff recommends Geofill Construction be selected as the vendor to provide the services in an amount of \$35,280.00.

**Funding / Fiscal Information:**

**Account Number:** 01-107-5180

**Amount Budgeted:**

**Amount Requested / Required:** \$35,280.00

**Funding Source (if not budgeted):**

If bid award approved, this item would require a budget amendment for funding from reserve and will be brought back before city council with a contract and budget amendment ordinance.

**Supporting Materials Attached:**



**Prior Action / Review by Council, Boards, Commissions:**

**Staff Recommendation:**

Approve Geotech's bid and allow City Staff to contract with Geotech for the project.

**APPROVED BY:  
(as appropriate)**

*Brian Craig*

12/21/2020

\_\_\_\_\_  
Preparer or Department Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Official, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Secretary, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Community and Visitor Relations Director  
if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Court Administrator, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy City Manager, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
EDC Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Emergency Services Director, if needed

\_\_\_\_\_  
Date

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

*Michael Gibbs*

12/29/2020

\_\_\_\_\_  
Finance Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
HR Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
IT Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Police Chief, if needed

\_\_\_\_\_  
Date

*Kevin Padgett*

12/21/2020

\_\_\_\_\_  
Public Works Director, if needed

\_\_\_\_\_  
Date

*Gayle Cook*

12/30/2020

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

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