



# TOWN OF CHAPEL HILL

Town Hall  
405 Martin Luther King Jr.  
Boulevard  
Chapel Hill, NC 27514

## Item Overview

Item #: 4., File #: [22-0545], Version: 1

Meeting Date: 6/15/2022

### **Authorize the Town Manager to Negotiate and Execute a Construction Contract for the Post Office/ Courthouse Roof Replacement and Cupola Refurbishment and Other Exterior Building Envelope Repairs Project. (*distributed 6/14/22*)**

**Staff:**

Lance Norris, Director  
Mack Howell, Facilities Manager

**Department:**

Public Works

**Overview:** The Post Office/ Courthouse roof replacement and Cupola refurbishment includes exterior repairs to the building including masonry repairs and painting. This project is highly complex compared to other Town projects given the historical nature of the building, intricate detail, and repairs needed to the cupola and the building envelope.

☆ **Recommendation(s):**

That the Council:

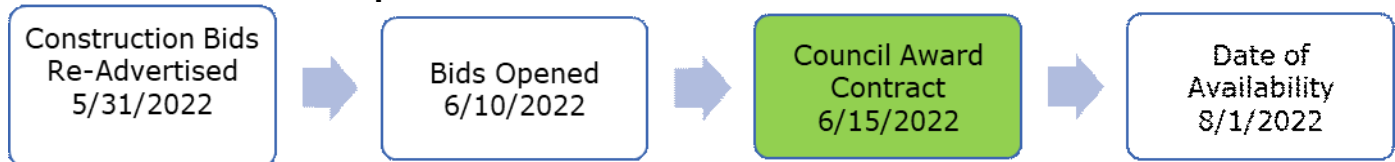
- adopt the attached resolution awarding a bid and authorizing the Town Manager to execute a contract with the lowest responsive, responsible bidder, Muter Construction LLC in an amount of \$656,000; and
- Enact the attached budget ordinance amendment to adjust the General Fund and Capital Improvement Fund; and
- authorize the Town Manager to approve change orders as necessary provided that the contract cost remains within the budgeted amount.

**Additional Information:**

- Hired Atlas Engineering, Inc. to complete the architectural design improvements given the historical nature of the building.
- Atlas Engineering completed the Certificate of Appropriateness for the design improvements to the Historic District Commission on March 8<sup>th</sup>, 2022.
- Historic District Commission approved the design improvements, and the staff moved forward with bidding this project.

**Fiscal Impact/Resources:** The construction contract and other related project expenditures is anticipated to be \$663,000. Funds in the amount of \$550,000 were allocated for this project as part of the FY21 Excess Fund Balance appropriation. The remaining funds in the amount of \$73,000 have been identified from the Public Works Operating funds and \$40,000 from the Town Hall Roof Replacement Project that came in under budget.

**Where is this item in its process?**





**Attachments:**

- Resolution
- Budget Ordinance

**A RESOLUTION AUTHORIZING THE TOWN MANAGER TO EXECUTE A CONTRACT WITH MUTER CONSTRUCTION LLC IN AN AMOUNT OF \$656,000 FOR THE POST OFFICE/ COURTHOUSE ROOF REPLACEMENT AND CUPOLA REFURBISHMENT AND OTHER EXTERIOR BUILDING ENVELOPE REPAIRS PROJECT (2022-06-15/R-4)**

WHEREAS, the Town of Chapel Hill solicited letters of interest for Construction Administration Services for the Post Office/ Courthouse Roof Replacement and Cupola Refurbishment and Other Exterior Building Envelope Repairs Project on the Town website on May 31, 2022; and

WHEREAS, three bids were received on June 10, 2022; and

WHEREAS, the responsive bid was evaluated and Muter Construction LLC was determined to be the lowest, responsive bidder.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill authorizes the Town Manager to execute a contract with the lowest responsive and responsible bidder, Muter Construction LLC in an amount of \$656,000.

BE IT FURTHER RESOLVED that the Town Manager is authorized to approve change orders as necessary provided that the contract cost remains within the amount budgeted of \$656,000.

This the 15<sup>th</sup> day of June, 2022.

**AN ORDINANCE TO AMEND "THE ORDINANCE CONCERNING APPROPRIATIONS AND THE RAISING OF REVENUE FOR THE FISCAL YEAR BEGINNING JULY 1, 2021" (2022-06-15/O-0.01)**

BE IT ORDAINED by the Council of the Town of Chapel Hill that the Budget Ordinance entitled "An Ordinance Concerning Appropriations and the Raising of Revenue for the Fiscal Year Beginning July 1, 2021" as duly adopted on June 9, 2021, be and the same is hereby amended as follows:

**ARTICLE I**

APPROPRIATIONS	Current Budget	Increase	Decrease	Revised Budget
<b>GENERAL FUND</b>				
Mayor/Council	\$ 492,520	\$ -	\$ -	\$ 492,520
Town Manager/CaPA	3,617,889	-	-	3,617,889
Human Resource Dev't	2,009,707	-	-	2,009,707
Business Management	2,595,541	-	-	2,595,541
Technology Solutions	2,547,572	-	-	2,547,572
Attorney	577,687	-	-	577,687
Planning & Sustainability	2,413,422	-	-	2,413,422
Building and Development Services	2,518,666	-	-	2,518,666
Afford Hsg & Community Connections	1,293,694	-	-	1,293,694
Public Works	13,732,106	-	73,000	13,659,106
Police	13,438,173	-	-	13,438,173
Fire	10,203,486	-	-	10,203,486
Parks and Recreation	7,576,726	-	-	7,576,726
Library	3,885,064	-	-	3,885,064
Non-Departmental	10,712,625	73,000	-	10,785,625
	\$ 77,614,878	\$ 73,000	\$ 73,000	\$ 77,614,878

APPROPRIATIONS	Current Budget	Increase	Decrease	Revised Budget
<b>CIP FUND</b>				
Other Projects	\$ 1,998,979	\$ -	\$ -	\$ 1,998,979
Post Office Roof & Cupola	550,000	113,000	-	663,000
Town Hall Roof	330,000	-	40,000	290,000
	\$ 2,878,979	\$ 113,000	\$ 40,000	\$ 2,951,979

**ARTICLE II**

<b>GENERAL FUND</b>				
Other Revenues	\$ 77,614,878	\$ -	\$ -	\$ 77,614,878

**CIP FUND**

Other Revenues	\$ 528,979	\$ -	\$ -	\$ 528,979
Transfer from General Fund	2,350,000	73,000	-	2,423,000
	<u>\$ 2,878,979</u>	<u>\$ 73,000</u>	<u>\$ -</u>	<u>\$ 2,951,979</u>

This the 15<sup>th</sup> day of June, 2022.

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**The Agenda will reflect the text below and/or the motion text will be used during the meeting.**

By adopting the resolution, the Council authorizes the Town Manager to negotiate and execute a construction contract for the Post Office/ Courthouse Roof Replacement and Cupola Refurbishment and Other Exterior Building Envelope Repairs Project.