

**TOWN OF HILDEBRAN
Council's Chamber
Albert Parkhurst
Municipal Complex**

**DECEMBER 7, 2023
5:30 PM**

**SPECIAL MEETING
MINUTES**

CALL TO ORDER

Mayor Hildebrand called the special meeting of the Town Council to order at 5:30 p.m.

COUNCIL PRESENT

The following members of the Board were present: Mayor Hildebrand and Council Members Mike Smith, Terry Weaver and Jody York. Council Members Honeycutt and Stroupe were absent.

STAFF PRESENT

The following staff members were present: Town Manager Logan Shook, Finance Officer Fredrick Rankins and Attorney Matthew Cabe.

CITIZENS PRESENT

See attached sheet.

ADOPT AGENDA

Council Member York made a motion to adopt the agenda as presented. All voted in favor.

**ORDER OF BUSINESS:
REVIEW AND DISCUSS
THE CONTRACTOR BIDS
FOR THE ROYAL PARK
PROJECT. COUNCIL MAY
TAKE ANY ACTION
RELATED TO THE
PROJECT**

Town Manager Shook provided a recap of the process over the last few weeks. The Town advertised twice for bids to construct Royal Park. There were only two bidders for the first bid so we had to bid it a second time before we could open bids. The second round was held on November 20th and there were three bidders, Moss-Marlow, Lail Builders and GEM Contractors. Moss-Marlow was the low bidder for the park and GEM contractors were the low bidders on the tower. He met with 4 representatives from Moss-Marlow to discuss ways to reduce costs.

Mr. Shook stated that the group discussed downsizing the restroom/concession building, constructing a 6ft sidewalk instead of an 8ft sidewalk, and constructing a smaller pavilion and using shingles on all the roofs vs metal. These are minor changes but could lead to a good deal of savings should we rebid it. The group also discussed the possibility of combining the pavilion with the restroom and concessions building. This option was presented in order to try and avoid doing the work at the south end of the park to provide a good chunk of savings. He stated that he ran this idea and the other ideas by PARTF and they were fine with all of these changes.

Todd Poteet from West Consultants and Bob Smith from Talley Smith Architectures were in attendance to review the Royal Park bids.

Mr. Poteet reviewed the lowest quote that was provided by Moss Marlow on November 20, 2023. He stated that the lowest base bid was \$1,870,138. That quote did not include the tower, park benches, picnic tables, or trash receptacles. There were other pricing options quoted that deducted the roof over the stage and the picnic shelter slab. There were also other pricing options to add the tower, park benches, trash receptacles, picnic tables and splash pad rubber coating.

After reviewing the lowest quote, he asked Council how they viewed the pricing and stated that if the price was too high, there were some options to alter and scale back on some of the amenities and rebid.

Council discussed all options, including reapplying for a different grant, negotiating with the contractor, scaling back amenities and rebidding.

Town Manager Shook stated that he talked with the PARTF administrators and was informed that the Town cannot pull any amenity out of the project and there are no additional PARTF funds that will be added to the current grant. However, the concession building and pavilion could be combined into one building. He stated that he would not combine the pavilion and concession building in the bid package at this point. If the Town ends up having to combine the two buildings, it can do that with the low bidder after another round of bids.

The PARTF administrators also informed Mr. Shook that the playground equipment could be pulled out of the project if the Town applies for an AFT fund that is funded by COVID monies. The AFT fund is designed for inclusive playground equipment. The grant is an 80/20 match that would save around \$24,000.

Mr. Shook stated that the Town could pull out the splash pad and playground equipment and oversee those projects on our own. The contractor would still be responsible for prep work for those amenities. Mr. Poteet stated that they had gotten pricing on a splash pad and the price was \$160,000. The contractor adds about 10% markup to oversee that work.

Council was in agreement to rebidding. Council Member Smith made a motion, provided the current low bidder cannot construct Royal Park in the price range the Council discussed, to reject all bids, approve the suggested changes to the Royal Park bid package, and re-advertise it to try to bring costs within our budget as this is in the best interest of our unit and complies with NC General Statute 143-129. All voted in favor.

It was clarified that the tower would not be rebid at this time. Mr. Shook stated that there is some cost saving measures that could be done to the tower that would lower costs if Council chose to rebid. Council was in agreement to wait till a later date to rebid the tower.

Other base bids received were from Lail Builders at \$2,015,000 and GEM Constructors at \$2,023,128. Mr. Poteet stated earlier in the meeting that GEM Constructors' bid had some errors.

ADJOURN

All business being concluded, Council Member York made a motion to adjourn at 5:55 p.m. All voted in favor.

I attest these are the approved minutes of the Board.

Alice Sanders, Town Clerk

Wendell Hildebrand, Mayor