

12. Resolution approving an increase of \$133,686 for Installation of Low Voltage  
(Construction of City Facilities at 1500 Scribner) for a total not-to-exceed \$790,246

Item Number: 12



# CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

**DATE:** March 25, 2025

**TO:** Mark Washington, City Manager

**COMMITTEE:** Community Development Committee

**LIAISON:** Mary Kate Berens, Deputy City Manager

**FROM:** Tim Burkman, City Engineer  
Engineering

**SUBJECT:** **Resolution approving an increase of \$133,686 for Installation of Low Voltage (Construction of City Facilities at 1500 Scribner) for a total not-to-exceed \$790,246**

On August 13, 2024 (Proceeding No. 93801), the City awarded a contract to Hillard Electric, Inc. (Hillard), and authorized expenditures in the amount of \$606,560 for this project which consists of the installation of low voltage cabling for the communication and technology devices throughout the new City facilities at 1500 Scribner Avenue. This work supports the relocation of Public Works, Parks & Recreation, Forestry, Fleet and Facilities Management municipal operations from 201 Market Avenue to the site located at 1500 Scribner Avenue NW.

The attached resolution provides for the approval of an increase in the scope of work and authorization of expenditures to the contract with Hillard in the amount of \$133,686 with total expenditures not to exceed \$790,246. This increase is required because the city's equipment vendor did not include all the audio-visual equipment required for the facility in the materials provided to bidders. No markup by Hillard is included within the requested change order. The amount requested includes the costs of the construction contract, contingencies, and previously authorized fees.

This project is being financed by the Capital Improvement Fund and the issuance of bonds. Additionally, this project has been determined eligible for American Rescue Plan Act (ARPA) dollars. A budget request is necessary to finance a portion of this project and will be presented to the Fiscal Committee for consideration and approval at a future date.

cc: Tricia Chapman  
Molly Clarin

#17045C

Your COMMUNITY DEVELOPMENT COMMITTEE recommends the adoption of the following resolution approving an increase in the scope of work and authorizing expenditures to the contract with Hillard Electric, Inc. in connection with 1500 Scribner Low Voltage Installation.

WHEREAS:

1. On August 13, 2024 (Proceeding No. 93801), the City awarded a contract to Hillard Electric, Inc. (Hillard) for the following project:

1500 Scribner Low Voltage Installation  
(hereinafter referred to as the "Project"); and

2. It is necessary to increase the scope of work and authorize expenditures for the aforesaid contract; therefore

RESOLVED:

1. That the scope of work for the contract with Hillard, be increased at a cost of \$133,686 with total expenditures not to exceed \$790,246 which includes the costs of the construction contract, contingencies, and previously authorized fees. Said amount of \$790,246 to be charged to the applicable Capital Improvement Fund codes.
2. That the City Engineer or his designee is hereby authorized to execute the necessary change order to the aforesaid contract with Hillard.
3. That the City Comptroller is hereby authorized and directed to make payment, in amounts and to said payees, as the City Engineer or his designee requests in connection with the Project.
4. That the City of Grand Rapids, pursuant to Section 1.150-2 of the Treasury Regulations promulgated pursuant to the Internal Revenue Code of 1986, as amended, declares its intent to reimburse itself the costs of the Project and other related costs in an amount not to exceed \$790,246 (Capital Improvement Fund) through the issuance of tax-exempt bonds.
5. That a copy of this resolution be available for inspection at the City Clerk's Office, 2nd Floor, City Hall, 300 Monroe Avenue N.W., Grand Rapids, Michigan 49503.

CORRECT IN FORM  
  
CITY ATTORNEY

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2. It is necessary to increase the scope of work and authorize expenditures for the aforesaid contract; therefore

RESOLVED:

1. That the scope of work for the contract with Hillard, be increased at a cost of \$133,686 with total expenditures not to exceed \$790,246 which includes the costs of the construction contract, contingencies, and previously authorized fees. Said amount of \$790,246 to be charged to the applicable Capital Improvement Fund codes.
2. That the City Engineer or his designee is hereby authorized to execute the necessary change order to the aforesaid contract with Hillard.
3. That the City Comptroller is hereby authorized and directed to make payment, in amounts and to said payees, as the City Engineer or his designee requests in connection with the Project.
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CORRECT IN FORM  
  
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## SUMMARY OF ESTIMATED COSTS

for

### Installation of Low Voltage for 1500 Scribner Ave

#### Project Funding Source(s)

	<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
Capital Improvement Fund	\$606,560	\$183,686	\$790,246
Total Project Sources	<u>\$606,560</u>	<u>\$183,686</u>	<u>\$790,246</u>

#### Breakdown of Project Uses

Construction Contract	\$133,686
Contingencies	\$50,000
Prior Authorization (Proceeding No. 93801)	<u>606,560</u>
Total Project Uses	<u>\$790,246</u>

## SUMMARY OF ESTIMATED COSTS

for

### Installation of Low Voltage for 1500 Scribner Ave

#### Project Funding Source(s)

	<u>Currently Approved</u>	<u>Budget Request(s)</u>	<u>Revised Project Estimate</u>
Capital Improvement Fund	\$606,560	\$183,686	\$790,246
Total Project Sources	<u>\$606,560</u>	<u>\$183,686</u>	<u>\$790,246</u>

#### Breakdown of Project Uses

Construction Contract	\$133,686
Contingencies	\$50,000
Prior Authorization (Proceeding No. 93801)	<u>606,560</u>
Total Project Uses	<u>\$790,246</u>