CITY OF WEST DES MOINES
MEMORANDUM

TO: Mayor and City Council

FROM: Brian Hemesath, P.E., Interim City Engineer BJH

DATE: February 20, 2018

RE: Item 6j Law Enforcement Center Lower Level Remodel, Phase 3 – City Initiated

Ordering Construction of the Law Enforcement Center Lower Level Remodel, Phase 3 took place at the regularly scheduled City Council meeting on Monday, February 5, 2018. A Bid Letting for said project was scheduled for 2:00 p.m. on Wednesday, February 14, 2018 and a Public Hearing was scheduled for 5:35 p.m. on Tuesday, February 20, 2018. The City Clerk was directed to publish the Notice of Public Hearing on the Plans and Specifications, Form of Contract, Bid Security and Estimate of Costs for said project, with said notice published not less than four (4) days nor more than twenty (20) days prior to the Public Hearing.

Due to publication errors out of the City's control, the Notice of Public Hearing on Plans, Specifications, Form of Contract, and Estimate of Cost for said public improvements was not published as required by law. The Bid Letting has been rescheduled for 2:00 p.m. on Wednesday, February 21, 2018 and the Public Hearing has been rescheduled for 7:30 a.m. on Friday, February 23, 2018. The results of the bids shall be considered and a construction contract possibly awarded on Friday, February 23, 2018 with work beginning shortly thereafter.

Recommendation: Deferral of Item 6j to February 23, 2018 special City Council meeting.