

Solano Cemetery District
Board of Trustees Meeting
June 7, 2019

The Board of Trustees of the Solano Cemetery District met in a special meeting on June 7, 2019 at the Rockville Cemetery. The meeting was called to order by Chairman Kilmer at 10:00 a.m.

1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE- Chairman Kilmer, Vice Chairman Robinson Boardmembers Ellsworth, Engell, Little. Staff present: General Manager Doris Goodrich, Maintenance Supervisor Sean Dooley. Chairman Kilmer led the Pledge of Allegiance.

2. PRESENTATION OF LOWEST RESPONSIVE AND RESPONSIBLE BID - Rob Henley A2R Architect - Rob Henley recapped the process used for the bidding. He stated that he interfaced with County Counsel and General Manager Goodrich throughout the process. Plans were sent to general contractors; a pre-bid conference was held on April 24; there were a lot of questions throughout the bid process. Three bids were received: Agayani Construction \$5,802,000.00; Swank Construction \$4,799,000.00; D. L. Falk, \$5,094,000.00. The low bidder, Swank, had all the required documents--everything was in order. They have A & B licenses, and have a lot of in-house capabilities. They would like to start the project in early July. After the Board's vote, he will send a letter informing the low bidder of the decision. They will schedule a pre-construction meeting about two weeks before construction starts. They have 140 calendar days to complete the project with a penalty for everyday the project is not completed. They will have weekly meetings with the contractor and architect. Board Members are welcome to attend the meeting. It is estimated that the permits will cost \$100,000.

Chairman Kilmer stated the total project will be approximately \$5.7 million which is approximately \$100 million over what we thought it would be and asked were we would get the approximately \$800,000 for the additional costs. General Manager Goodrich replied from the Capital Reserve Fund and explained that the funds would be available. The bid includes \$75,000 for the furniture.

3. AWARD CONTRACT - A motion was made by Boardmember Engell, seconded by Vice Chairman Robinson, awarding the contract from Swank Construction in the amount of \$4,799,000.00 for the new administration building at Rockville Cemetery. The motion passed unanimously.

4. ADJOURNMENT

The meeting adjourned at 10:25. a.m.

Respectfully submitted,

Mary Ellsworth
Secretary