

City of Foley, AL

407 E. Laurel Avenue
Foley, AL 36535

Signature Copy

Resolution: 21-1358-RES

File Number: 21-0572

Enactment Number: 21-1358-RES

A Resolution to Appropriate Funds for Revenue Office Addition

WHEREAS, the City of Foley Revenue Department is in need of office space and;

WHEREAS, the addition of Revenue Department Office space is included in the FY22 Capital Projects plan and;

WHEREAS, Engineering solicited quotes but only CTR Builders, LLC responded and will perform work for \$27,500.

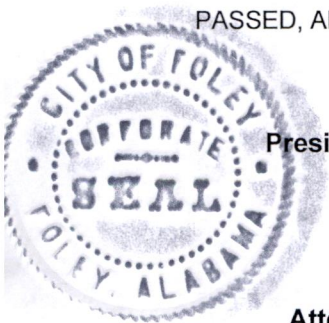
NOW THEREFORE BE IT RESOLVED that the City Council of the City of Foley, Alabama, as follows:

SECTION 1: Approves contracting with CTR Builders, LLC in the amount of \$27,500.

SECTION 2: Appropriates \$30,000 to account 400-1014-5100 - Revenue Office Build.

SECTION 3: This Resolution shall become effective immediately upon its adoption as required by law.

PASSED, APPROVED AND ADOPTED this 4th day of October, 2021.



President's Signature

Date

10-4-21

Attest By City Clerk

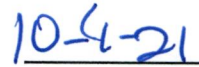
Date

10-4-21

Mayor's Signature

A handwritten signature in blue ink, appearing to read "Doug Heller", written over a horizontal line.

Date

A handwritten date "10-4-21" in blue ink, written over a horizontal line.

CTR Builders, LLC
PO Box 173
Daphne, AL 36526

August 17, 2021

City of Foley
Jeff Phillips
200 N Alston St
Foley, AL 36536
jphillips@cityoffoley.org
251-979-0947

Proposal

CTR Builders proposes the following scope of work.

Glass Partition Walls

- provide/install glass partition walls with door to create separate office space and corridor (to closely match rest of office area)
- provide/install glass partition with door to create two separate office spaces (door to second space, opens into first space).

Wall cabinets/desk

- remove existing shelves in "alcove" and replace with built in desk to match existing

Electrical

- arrange drop ceiling lights for most efficient and effective lighting
- add power at desk area if none existing

Paint

- Paint patterned wall to match existing

Total \$27,500.00

Chad Rhodes
CTR Builders, LLC

Accepted by



Ralph G. Hellmich

Date 10/04/2021

Note: Quote based on non-invasive visual inspection. Any issues discovered in normal progress of work (rot, termite damage, mold, electrical issues, structural issues, etc) will be addressed at that time and are not included in this quote.

Capital Project Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.

Submitted by: Jamie Smith

Date Submitted: 9/17/2021

Is this project listed on the capital projects plan in the approved budget? Yes

What amount is approved in the plan for this project? \$30,000.00

In what year is this project shown to begin in the plan? FY22

Description of the project and why the project needs to be completed at this time.

Build office for Revenue Officer and part time employee. They will install glass walls to be consistent with other offices in City Hall. They will also build a desk into the closet to create more space in the office.

Can your job be performed without the completion of this project? Please explain below.

Yes, however it is difficult to concentrate with my office being in a "high traffic" area of City Hall.

Will not completing this project cause a public safety issue? Please explain below.

No.

Do you expect to come in, at, or under budget on this project? Please explain below.

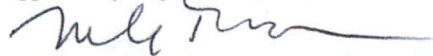
At budget.

Is there a grant associated with this project? No

If so please list below the grant amount and the match required by the City.

N/A

Approval by City Administrator



Signature and Date

Approval by Council President



9-23-21

Signature and Date

If you need an account number/project number in order to complete your Agenda Item, forward this signed form to Miranda Bell (mbell@cityoffoley.org) and to Sue Steigerwald (ssteigerwald@cityoffoley.org)

*****THIS COMPLETED FORM MUST BE ATTACHED TO THE AGENDA ITEM IN LEGISTAR*****