

**Minden Town Board Meeting
Administrative Agenda, Item Number 11**

DATE: September 7, 2011

Prepared By: Bruce R. Scott, Town Engineer

SUBJECT:

Minden Maintenance Facility Reallocation of Funds Initially Established for Cold Weather Protection.

BACKGROUND:

The Town Board went through a comprehensive process in the selection of a method of construction of the maintenance facility, as well as the contractor, architect, and other professionals for design and construction. The approved budget includes an amount of \$51, 468.00, specifically for cold weather protection as part of the initial anticipated schedule which included winter work. The contractor, Q&D Construction, has moved expeditiously through the project, which is nearing completion, and no protection for winter weather will be required for any of the exterior facilities. As a result, staff would like to have the monies which were originally identified for cold weather protection changed from that bid category to a contingency line item which will be utilized for other project needs.

FISCAL IMPACT:

There is no Fiscal Impact to the overall budget for the maintenance facility. This action is a reallocation of funds which have already been obligated by the Town Board.

RECOMMENDATION:

Staff recommends that the monies budgeted for cold weather protection be reallocated to a category of contingency within the overall maintenance facility budget.

POSSIBLE MOTION:

Should the Board concur with staff's recommendation, a possible motion would be "I move to remove the amount of \$51,468.00 from the construction budget category "Cold Weather Protection" to a new category under the heading "Contingency" with no overall change in the project budget."

ACTION TAKEN: Approve Continue Deny

Approve with Conditions _____