

## REPORT TO THE BOARD OF MAYOR & ALDERMEN

**DATE:** March 9, 2026  
**FROM:** Josh Russell, Public Works Director  
**SUBJECT:** Review of Bids and Award of Contract for Flooring Replacement at the Police Headquarters and Public Services Complex

### INTRODUCTION:

The purpose of this agenda item is to approve a construction services contract with Alexander Construction, LLC. for the replacement of flooring at the Police Headquarters Building and the Public Services Complex.

### BACKGROUND:

The Facilities Maintenance Division is responsible for maintaining the appearance and functionality of all Town-owned facilities, including performing flooring upgrades as needed. Due to the size and cost of these projects, flooring replacements in larger facilities are often completed in phases over several years.

The facilities included in this request are Police Headquarters and the Public Services Complex.

Police Headquarters, located at 156 North Rowlett Street, is a concrete block facility constructed in 1990 and renovated in 2009. The vinyl composition tile (VCT) remains original to the facility, while portions of the carpet were replaced during the 2009 renovation. Additional flooring updates in the Patrol Building were completed in FY24.

The Public Services Complex, located at 500 Keough Road, is a steel frame facility constructed in 2002. The VCT is original to the facility, and the carpet was replaced in 2014.

### DISCUSSION:

In Fiscal Year 2026, \$197,000 was allocated in the Facilities Maintenance operating budget to upgrade flooring at the Police Headquarters and the Public Services Complex.

A requisition was submitted by Facilities Maintenance staff to the Procurement Division to initiate the bidding process for a construction services contract. The Procurement Division prepared the bid documents and notified seventeen (17) vendors. Of those, fifteen (15) vendors requested copies of the bid specifications, and four (4) bids were received.

Company	Base Bid	Add Alt.	Total Bid
A&B Construction	\$102,866.00	\$4,500.00	\$107,366.00
Alexander Construction, LLC.	\$102,586.00	\$4,500.00	\$107,086.00
Barnes and Brower, Inc.	\$198,245.00	\$5,258.00	\$203,503.00
Fifer and Associates, Inc.	\$154,088.00	\$3,700.00	\$157,788.00

As shown in the chart above, Alexander Construction, LLC was the lowest apparent bidder. Their bid includes the following:

- Base Bid (Police Headquarters and Public Services): \$102,586.00
  - Add Alternate #1 (Public Services Lobby) - \$4,500.00

All bid prices encompass the removal of existing vinyl composition tile (VCT), carpet, and cove base, in addition to the installation of new luxury vinyl tile (LVT), carpet, and 4-inch cove base.

Based on the submitted pricing, staff recommends awarding the construction services contract for flooring replacement to Alexander Construction, LLC. A copy of the bid response, along with related documentation, is attached to this report for reference.

**BUDGET IMPACT:  
FY 2026**

Fund	Dept.	Obj. Code	Description	Approved Line Item Budget	Previous Expenses	Proposed Expense	Balance	Budget Impact
110	41910	266	Building Repair & Maintenance - Flooring	\$197,000.00	\$0.00	\$107,086.00	\$89,914.00	N/A

**ATTACHMENTS:**

[Flooring Bid Evaluation.pdf](#)

**PROPOSED MOTION:**

To award a construction services contract to Alexander Construction, LLC. for flooring replacement at the Police Headquarters Building and the Public Services Complex in the amount of \$102,586.00 for the lump sum base bid, and to approve the following add alternates:

- Add Alternate #1: Public Services Lobby LVT, for a lump sum amount of \$4,500.00

**Board Action: Motion By** \_\_\_\_\_ **Seconded By** \_\_\_\_\_

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						