

TOWN OF WINCHENDON

OFFICE OF THE TOWN MANAGER

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TO: Board of Selectmen
FROM: Justin Sultzbach, Town Manager
DATE: February 28th, 2022
RE: WCP Amphitheater – City Enterprise

Board Members,

The Winchendon Community Park Amphitheater project went out to bid last month, with results coming in higher than anticipated. This was in part due to fluctuation in costs for materials and labor created by the COVID-19 pandemic. After crunching numbers, it was determined that an additional \$800,000 would be needed to complete the project as designed. This left two options: 1. Reject all bids, reduce the scope of the design, and put the project back out to bid this spring. This process would result in additional design costs, create a scheduling delay, and would not guarantee a significantly lower result. The second option was to identify additional funding.

Attached in your packet you will find a letter from my office requesting additional resources from the Robinson Broadhurst Foundation. After a productive meeting with their local and executive membership, I was happy to find that the Robinson Broadhurst Foundation remained committed to this project and was willing to graciously increase their grant award to \$3.8 Million. This would cover \$410,000 in architectural/engineering fees, \$340,000 for the Owner's Project Manager, \$2,882,306 for the low qualified bid, and leave a buffer of ~\$285,000 for contingency. I have committed to the Robinson Broadhurst Foundation that we will work to aggressively stay on budget and protect the contingency, with any remaining funds to be returned to the foundation.

The low bid described above (attached in this packet) was submitted by City Enterprise, Inc. of Springfield, Ma. They received positive references, and have been determined by our engineer, architect, and OPM to be a qualified bidder for this project. The Winchendon Community Park Committee is also supportive of this submission. Should there be no objections from this board, it is my intention to enter into a contract with City Enterprise, Inc. for the agreed services within the available budget.

