

City Council Agenda Item Memo

From: Cody Pohlen, Dacotah Bank Center, Director of Operations

Council Meeting: May 27, 2025

Subject: Resolution 25-051: Contract Award to upgrade restrooms at the Dacotah Bank Center

Presenter: Cody Pohlen, Dacotah Bank Center, Director of Operations

Summary and Recommended Action:

Staff recommends approval of the proposed RFP from HME Companies to complete the required scope of work on all eight restrooms for a proposed amount of \$409,716.00.

Item Details:

The Dacotah Bank Center's concourse and arena hallway restrooms are original to the facility, not up to industry standard, and have many components past their end of life. Due to this, the Dacotah Bank Center consistently sees issues with the restroom's function, presentation, and cleaning. A budget of \$409,716.00 was adopted into the 2025 fiscal year budget under Dacotah Bank Center Capital Improvement Budget (CIP) to address these needs. The scope of work includes the four concourse restrooms, two west arena hallways restrooms, and two east arena hallway restrooms. Replacing existing epoxy flooring, counter tops, sinks, plumbing fixtures, stall partitions, light fixtures, and mirrors in each restroom. All new fixtures are to be hands free and meet ADA guidelines. Operational costs would decrease due to the hand-free options and the reduction of maintenance needs.

The City determined that competitive sealed proposals would best serve the City's selection of a contractor to perform the work, and that competitive sealed bids were not advantageous. A Request for Proposals to upgrade existing restroom components were received on April 11, 2025 from the following:

HME Companies
Clark Drew Construction, Inc
Sever Construction Company

HME Companies was selected to give a follow-up presentation. Upon completion of the presentation, HME Companies was selected based on the estimated cost and an acceptable scheduling timeline.

Legal Consideration:

Due to conflict, Steve Britzman, Attorney at Law, reviewed the RFP and Resolution.

Strategic Plan Consideration:

- Fiscal Responsibility – The City of Brookings will responsibly manage resources through transparency, efficiency, equity, and exceptional customer service.
- Safe, Inclusive, Connected Community – continuing to create an environment for inclusive programs, gathering places, and events where the community can safely live, work and come together to participate in opportunities for learning, recreation and enjoyment.

Financial Consideration:

Sufficient if the project is awarded to HME Companies. The project is proposed to cost \$409,716.00, and is not to exceed the \$411,900 budgeted amount.

Supporting Documentation:

Resolution

Quote

HME Interview and Follow-up Presentation