

# Memo

**To:** Cape Elizabeth Town Council  
**From:** Matthew Sturgis, Town Manager  
**CC:** File  
**Date:** April 8, 2021  
**Re:** Communications Tower funding request

---

The Town of Cape Elizabeth approved the construction of a new communications tower for communications equipment of public safety and public works. The original budget was established by evaluation of prior comparable communications tower costs which guided the budget for this project.

This winter the Town sent the project out for requests for proposals and contacted all regional communications tower construction companies for replies. As this is a specialized construction project the variety of contractors to work with are limited, but we did receive two competitive responses to our request for proposals. After review and qualifications of the proposals, East Coast Communications was the apparent low bidder. However, the low bid was still considerably above the estimated price.

This project is facing the challenges many projects are experiencing, as estimates based on historically reliable estimates are coming in significantly over estimate. There are a host of issues that contribute to the difference: steel price increases, electronics price increases, and multiple other areas that experienced price increases. As the proposal came in over our original estimate of cost, staff, including myself, Fire Chief Gleeson, Police Chief Fenton, Town Engineer Steve Harding, Public Works Director Jay Reynolds, and other professional consultants have worked over the past two months to value engineer the project to close the difference between the original budget and the proposal.

In value engineering the project we have reduced the scope of site work, revised and outsourced the equipment shelter, reduced the size of the fenced area, and negotiated other reductions with the contractor. We are proposing to use savings within the current year budget to offset the difference in the cost of the project. This has helped close the difference, however there is still a difference of \$45,000. To offset this difference, we are requesting the use of \$45,000 to be appropriated from the unassigned fund balance. Use of these funds will enable the project to be completed and provide improved public safety and public works communications.

I have attached the revised budget for the project to this memo and am happy to answer any questions that you may have.