



Date: March 12, 2026
To: Weber County Board of County Commissioners
From: Scott Mendoza
Community Development Department
Agenda Date: March 17, 2026
Subject: Request for approval of an agreement by and between Weber County and Wadman Corporation for pre-construction services associated with the Weber Center renovation project.

Attachment(s): A – Wadman Corporation Pre-construction Agreement

Summary:

Weber County, with assistance from MHTN Architects and Wadman Corporation, has been studying and identifying opportunities associated with updating the Weber Center’s exterior and renovating areas within the existing building. The opportunities identified have to do with improving: 1) the public’s experience and customer service by making county offices easier to access; 2) wayfinding; 3) office layouts that can lead to organizational efficiency and enhanced safety; and 4) parking conditions and the parking area that serves the Weber Center.

Because the study is nearing completion it’s time to enter the second phase of the design process. This phase is called “schematic design” and Wadman Corporation will provide pre-construction services which are critical because they will help the county define the project scope, establish an accurate budget, and create a realistic schedule before beginning construction, ultimately preventing costly changes and delays. At the end of the design process, the county will enter into another agreement with Wadman Corporation for general contractor construction services.

The contract amount is \$22,580 and the pre-construction period is expected to last approximately seven months.



PRE-CONSTRUCTION PROPOSAL

Scott Mendoza
Project Manager
Weber County Community Development
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03/06/2026

RE: Weber Center Renovation

Wadman Corporation hereby submits our proposed costs for the services outlined below

Design & Architectural Meetings:

Services will include weekly pre-construction virtual meeting attendance which would include one or all of the following people (BD, PM, Estimating, or others).

Resolution Topics: (Not all will be applicable)

- Procurement / Long Lead Items (Transformer, Switchgear, Other)
- RMP Power Issues
- Construction Schedule
- Exterior Skin
- Deferred Submittals (full matrix to be generated)
- Submittals
- Bid Packs
- Early Onboarding
- Escalation
- City Permit Timeline
- Assumptions and Clarifications List

Design Quality Control & Plan Coordination:

- Wadman to conduct constructability reviews and provide feedback on QC and Plan Coordination throughout design. However we understand that ultimately the architect/design team is responsible for QC and Plan
- Coordination of all engineers to be completed by the Architect.

Attachment A



Cost Budgeting Services to Include:

- Concept Level ROM (Wadman has done an initial concept budget)
- Updated Concept Level ROM
- 100% Schematic Design Budget
- 100% DD Set Budget
- 90% CD Plan Set Budget
- VE Review
- VE Incorporated
- Competitive Bidding Services (Min. of 3 Qualified bids in each category)
- 100% CD Permit Set GMP

Wadman Pre-Construction Understanding

Wadman has multiple team members attend meetings, calls, and site visits in different roles. Wadman will work diligently to ensure all discussions and plan review items make it to the bid documents however ultimately that responsibility lies with the design team. Our final contract pricing will be based upon the contract documents. Wadman will assist in creating a Owner / GC Matrix to ensure scopes are all accurately understood. Wadman also would like to be part of a "Page Turn" with the Architect and Owner prior to final bidding.

Attachment A



PRE-CONSTRUCTION FEES

PRECONSTRUCTION SERVICES:

Anticipated 7 Months (March - September)

TOTAL PRECONSTRUCTION SERVICES \$22,580.00

Description of Position	Hourly Bill Rate	HRS / Month	Total
PROJECT MANAGER - SAM VENABLE	\$105.00	4	\$ 420
TECHNOLOGY - TYLER HOLLON	\$105.00	8	\$ 840
WADMAN ESTIMATING - CODY TOONE	\$80.00	16	\$ 1,280
		Per Month	\$ 2,540
	PRECON	7 Mths	\$17,780.00
Description of Position	One Time Charge	HRS / Month	Total
Overall Schedule Set Up in P6	\$4,800.00	LS	\$ 4,800
	SCHEDULE SET UP	1 LS	\$4,800.00
	TOTAL NTE PRECON	1 LS	\$22,580.00

Attachment A



Terms: The “Materials” and the “Labor” necessary to install are herein collectively referred to as the “Work”

Condition Precedent: Client and Wadman agree that if, following Client’s acceptance hereof, a contract is to be executed by them, Wadman’s performance hereunder shall be subject to the condition precedent that the terms and conditions of such contract are acceptable to Wadman.

Scope of Work: Wadman agrees to perform for Client the Work at the Project. Client acknowledges and agrees that: (i) the prices quoted by Wadman for the Work are based upon plans, specifications, verbal information or sketches as indicated herein and the addenda hereto; and (ii) that the Work contemplated under this Proposal is fully and correctly described herein. Unless included in the description of and prices quoted for “Work”, Testing, Fees, Permits, Engineering, and Bond are excluded under this Proposal and can be provided only upon receipt of a supplemental order signed by Client.

Proposal Price: Client will pay Wadman the unpaid balance for performance of the Work within 30 days of the date of Wadman’s invoice. If performance of the Work extends over 30 days, Client agrees to pay Wadman progress payments under Wadman’s regular billing terms not to exceed 95% of the Proposal Price in payment of the cost of such Work. If payment of any sum is not made when due under this Proposal, Client shall pay interest on such delinquent sums at the rate of 1.50% per month or, the highest contract rate allowed under applicable law. If following Client’s default Wadman refers this account to an attorney for collection, Client agrees to pay all attorney’s fees incurred by Wadman whether or not a lawsuit for collection is instituted, and all other costs of collection and litigation.

Insurance. Wadman shall carry worker’s compensation and liability insurance to cover the Work. Wadman shall not be liable to indemnify, hold harmless or protect in any way the Client, or any other party involved in the Work, whether an employee of Wadman or Client or any third party, except to the extent of the workmen’s compensation and public liability insurance maintained by Wadman. Client shall keep the Project adequately insured against any loss to Wadman by reason of damage to Wadman’s Work or Wadman’s vehicles, equipment and tools by vandalism, fire, water, windstorm and any other occurrence during the course of Work. Alterations. Any alterations or modifications initiated by Client must be agreed upon between the parties and the price fixed by them before work on such alteration or modification shall commence. Payment for such alteration or modification shall be made at the time of the completion of the Work.

Permits and Licenses: Client shall be responsible for securing the necessary permits and licenses for the Work at Client’s own cost and expense.

Modification of Proposal:

Any modification of this Proposal or additional obligation assumed by either party in connection with this Proposal shall be binding only if evidenced in writing signed by each party or an authorized representative of each party.

Governing Law: It is agreed that this Proposal shall be governed by, construed and enforced in accordance with the laws of the state in which the Project is located.

Attachment A



Schedule:

Precon - Anticipated 7 Months

Company Name _____
Contact Name _____
Address _____
City, State Zip _____
Email Address _____
Phone Number _____

Wadman Corporation Signature Date Acceptance Signature Date

Sincerely,

A handwritten signature in blue ink that reads 'Bradon Martin'.

Bradon Martin
Chief Estimator