

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: February 13, 2014**

SUBJECT: Viewpoint Park Expansion – Parking Lot Project, CIP # P358 – Construction Contract

SUBMITTING DEPARTMENT: Parks & Recreation Department

PREPARED FOR: Jason Elmer, Parks & Recreation Manager, and
Kimberly J. Moon, P.E., Capital Projects Coordinator, for
Brian Witty, Parks & Recreation Director

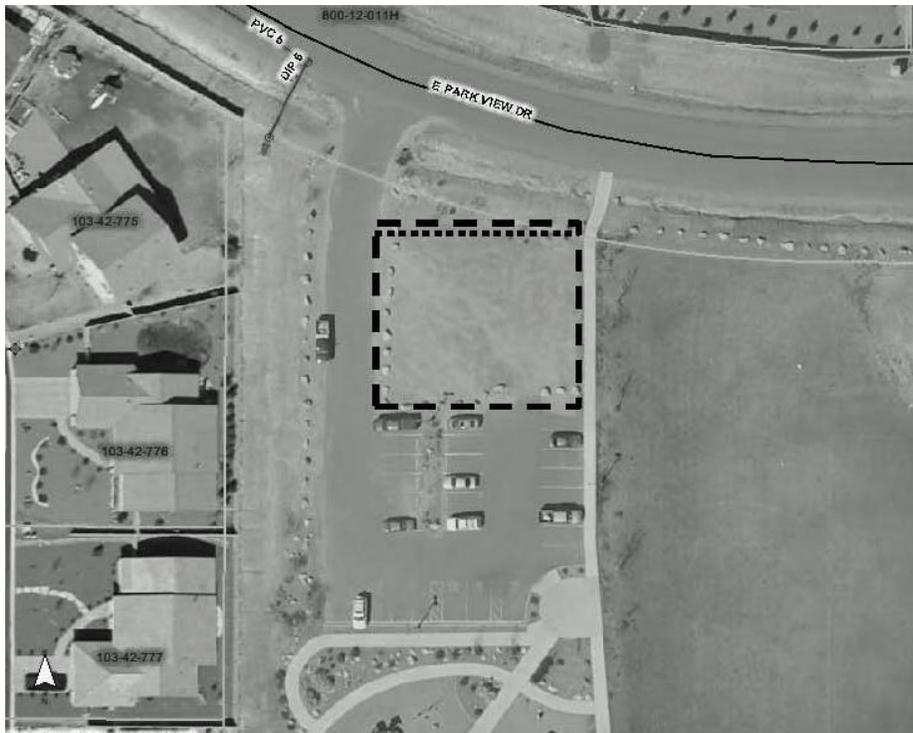
AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a) Bid Tabulation, b) Construction Contract

SUMMARY BACKGROUND: The Parks & Recreation Department is seeking approval to expend budgeted impact fees for the Viewpoint Park Expansion – Parking Lot Project, CIP # P358. The present parking lot was built in Year 2003 per the “Viewpoint Park Grading, Landscape and Building Plans”. Sixty percent of the parking improvements were built at that time but planned expansion is now necessary to meet current demand. This project involves construction of an additional 10,150 square feet of paved parking (18 spaces) including curb, fog seal and striping. The general outline of proposed paving and curb is noted per Figure 1.

Figure 1

Dashed Line = Approximate Area of New Asphalt Parking Lot
Dotted Line = Approximate Area of Vertical Curb and Gutter



On November 12th, 2013, the Town Manager approved a Professional Services Agreement with Civiltec Engineering, Inc. to provide Engineering and Construction Period Services for this Viewpoint Park Expansion – Parking Lot Project, CIP # P358 in the amount of \$8,831. Civiltec Engineering prepared the original design for Viewpoint Park. Direct selection and approval of Civiltec for engineering services is based on eligibility per A.R.S. 34-103 (i.e. less than \$500,000) and Town Code 3-04-080 (i.e. professional services).

An invitation to bid for project construction was advertised for two consecutive Sundays starting December 8th, 2013, and five (5) bid proposals were received by the deadline on January 13, 2014 at 3:30 PM per Table 1 below:

Table 1

Rank	Bidder	Base Bid A
Low	Asphalt Paving & Supply, Inc	\$38,300.85
2 nd	ABC Asphalt, LLC	\$41,735.47
3 rd	Earth Resources Corporation	\$42,527.45
4 th	Specialty Paving & Grading, LLC	\$42,786.00
5 th	Headwaters Construction	\$58,510.90

Upon review and staff confirmation of the lowest bid received, it is recommended that award of the construction contract be made to Asphalt Paving & Supply, Inc., in the amount of \$38,300.85.

OPTION ANALYSIS: The Council may vote to:

- 1.) Approve award of the construction contract to the lowest responsive bidder , **OR**
- 2.) Reject all bids, **AND/OR**
- 3.) Direct staff to pursue other options

ACTION OPTION: Motion to approve award of a construction contract to the lowest responsive bidder Asphalt Paving & Supply, Inc., in the amount of \$38,300.85 for the Viewpoint Park Expansion – Parking Lot Project, CIP # P358 as outlined in the Fiscal Analysis **OR** Motion not to approve this Contract.

VOTE

RECOMMENDATION: Town staff recommends awarding the construction contract in the amount of \$38,300.85 to Asphalt Paving & Supply, Inc., as the lowest responsive bidder.

FISCAL ANALYSIS: Fiscal Analysis for this project is outlined per Table 2 and 3. Please note that: 1) funds were transferred from the New BMX Park Project to the Viewpoint Park Expansion to address expenditures and 2) contingency funds are included for potential engineering and construction modifications. This project is funded by accumulated Development Impact Fees for Parks expansion due to growth.

Table 2 Parks & Recreation

Viewpoint Park Expansion - Parking Lot Project, CIP # P358		
HTE Code(s): 222-6530-700-7320		Finance Proj. # CP1402
FISCAL YR 2013/2014	Approved Budget:	\$55,000.00
	Previous Budget Transfer:	\$10,000.00
	Expended & Encumbered:	-\$8,856.38
	Construction Contract:	-\$38,300.85 < (this action)
	Balance	\$17,842.77
		FISCAL YR 2013/2014

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____