

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: June 9, 2011**

SUBJECT: Award of Contracts for Annual Public Works Maintenance, Service and Supply Programs

SUBMITTING DEPARTMENT: Public Works

PREPARED BY: Ken Stanton, Public Works Operations Manager, for
Norm Davis, P.E., Public Works Director

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

ATTACHMENTS: Annual Contracts

SUMMARY BACKGROUND: Each year the proposed budget includes several essential annual Public Works Maintenance, Service and Supply programs. Public Works seeks bids for various maintenance, service and supply contracts. Each contract begins on July 1st and ends June 30th of the respective Fiscal Year.

These contracts consist of the following with a brief description and the bid results:

- A. Aggregate Base:** The Streets Division of Public Works uses aggregate base for culvert work, structural backfill and road base throughout the year.

Rank	Bidder	Total Base Bid
Low	Asphalt Paving & Supply, Inc.	\$6.50 (per ton)

- B. Cold Mix:** The Streets Division of Public Works uses asphalt cold mix for roadway patching throughout the year.

Rank	Bidder	Total Base Bid
Low	Asphalt Paving & Supply, Inc.	\$75.00 (per ton)

- C. Asphalt Paving:** The Streets Division of Public Works uses these services for roadway repair throughout the year. This contract includes asphalt overlay in 2” and 3” layers, deep patch which consist of total rework of the base with asphalt placed over the top and shoulder backing to place aggregate base on the edge to reinforce it. Other departments use this contract on an ”as needed” basis for repairs in the parking lots of their facilities or for paving projects on Capital Projects. Two bids were received for this service but Koyuk General Contractors was non-responsive in not meeting the minimum requirements of the bid.

Rank	Bidder	Total Base Bid
Low	Asphalt Paving & Supply	\$18,495.00

D. Annual Street & Park Concrete: The Streets Division of Public Works uses this contract for the maintenance of sidewalks, drainage structures and other facilities throughout the Town. This contract uses 12 separate bid items that enable us to be able to repair and perform small construction. This contract is also available to the Parks & Rec, Utilities, and Facilities Departments for use on an “as needed” basis. Two bids were received for this service but Koyuk General Contractors was non-responsive in not meeting the minimum requirements of the bid.

Rank	Bidder	Total Base Bid
Low	Asphalt Paving & Supply	\$36,350.00

E. CMP Culverts: The Streets Division of Public Works uses Corrugated Metal Culvert pipes for drainage work throughout the year. Engineering and Capital Projects uses these materials for drainage upgrades throughout the year to provide new materials. Capital Projects use this contract when needed due to the price break that the volume of culvert purchased allows us.

Rank	Bidder	Total Base Bid
Low	Arizona Culvert Company	\$3,621.88
Second	Contech Construction Products	\$3,697.20

F. Solid Waste Disposal: The Public Works, Facilities, Police and Parks Departments all use this contract for refuse disposal. The contract consists of providing three different sizes of waste containers and servicing them as needed (typically once or twice weekly), as well as providing waste containers for special events such as the Parks Department Christmas Tree Disposal and the Community Development Department RAND neighborhood program.

Rank	Bidder	Total Base Bid
Low	Waste Management	\$8,449.68
Second	Patriot Disposal	\$8,988.00
Third	Best Pick Disposal	\$10,951.20
Fourth	City of Prescott	\$13,628.16

G. Portable Toilets: This contract is used by the Parks Department to provide Portable Toilets for winter closures on restroom facilities and for special events throughout the year.

Rank	Bidder	Total Base Bid
Low	Waste Management	\$119.00
2nd	Patriot Disposal	\$121.00
3rd	Buckaroo's Potties	\$362.50

OPTION ANALYSIS: The Council may vote to:

- 1.) approve the award of the annual contracts to each lowest bidder, **OR**
 - 2.) not approve the award of annual contracts, **OR**
 - 3.) approve and not approve the award of the annual contracts, in any combination, **OR**
 - 4.) direct staff to pursue other options.
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ACTION OPTION: Staff recommends approval of award of each annual contract to the lowest responsive bidder per the unit prices bid as follows:

- (a) the Aggregate Base contract to Asphalt Paving & Supply, **AND**
- (b) the Cold Mix contract to Asphalt Paving and Supply, **AND**
- (c) the Asphalt Paving contract to Asphalt Paving and Supply, **AND**
- (d) the Annual Street & Park Concrete contract to Asphalt Paving and Supply, **AND**
- (e) the CMP Culvert contract to Arizona Culvert Co., **AND**
- (f) the Solid Waste contract to Waste Management of Arizona, **AND**
- (g) the Portable toilet services contract to Waste Management of Arizona,

OR Motion not to approve award of any or all of the contracts. **VOTE.**

RECOMMENDATION: Staff recommends approval of all the annual contracts as outlined in this action.

FISCAL ANALYSIS: The budget for each program is outlined below:

(a) Aggregate Base: Aggregate Base: Based on prior years' expenditures on aggregate base plus an anticipated growth factor, staff anticipates purchasing \$15,000 in aggregate base in FY11-12. Funding for this item is available in the Public Works budget in account 202-5510-631-4370 (\$334,000 budgeted).

(b) Cold Mix: Cold Mix: Based on prior years' expenditures on Cold Mix plus an anticipated growth factor, staff anticipates purchasing \$30,000 in Cold Mix in FY11-12. Funding for this item is available in the Public Works budget in account 202-5510-631-4370 (\$334,000 budgeted).

(c) Asphalt Paving: Based on prior years' expenditures on Asphalt Paving plus an anticipated growth factor, staff anticipates purchasing \$18,495 in Asphalt Paving in FY11-12. Funding for this item is available in the proposed budget "Street Repairs & Maintenance" 202-5510-631-4370 (\$334,000 budgeted).

(d) Annual Street & Park Concrete: Based on prior years' expenditures on Streets Concrete plus an anticipated growth factor, staff anticipates purchasing \$36,350 in Concrete Repair and Placement in FY11-12. Funding for this item is available in the proposed budget "Street Repair & Maintenance" 202-5510-631-4370 (\$334,000 budgeted).

(e) CMP Culverts: Based on prior years' expenditures on CMP Culverts, plus an anticipated growth factor, staff anticipates purchasing \$25,000 in CMP Culverts in FY11-12. Funding for this item is available in the Public Works budget. The Streets Division of Public Works purchases are funded through the budget in account 202-5510-631-4313 (\$64,400 budgeted). If this item is used by the Engineering Department for specific projects, the purchase will be funded by the respective account.

(f) Solid Waste Disposal: Based on the bid prices received on Solid Waste Disposal, staff anticipates expending \$8,449.68 in Solid Waste Disposal in FY11-12. These expenditures are funded through the budget by the using department.

(h) Portable Toilets: Based on the bid prices received for Portable Toilets, staff anticipates rental fees of \$7,500 on Portable Toilets in FY11-12. These purchases are funded through the Parks Budget. The account funding comes from 101-3540-652-4420 "Park Maintenance - Equipment & Vehicle Rental" (\$3,200 budgeted) for normal park rentals, and from 101-3560-652-4420 (Special Events – Equipment & Vehicle Rental" (\$5,000 budgeted) for special event usage.

REVIEWED BY:

Management Services Director _____ Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____