



CITY OF GRAND RAPIDS AGENDA ACTION REQUEST

Item Number: 7

DATE: June 10, 2025

TO: Mark Washington, City Manager

COMMITTEE: Community Development Committee

LIAISON: Mary Kate Berens, Deputy City Manager

FROM: Tim Burkman, City Engineer
Engineering

SUBJECT: **Resolution awarding a contract with Superior Asphalt Inc. for As-Needed Surface Lot Services with total amount not-to-exceed \$500,000**

This project consists of minor repairs, improvements and emergency services to the City's surface lots. This contract will be available for all departments that own or maintain facilities and/or surface lots.

The City of Grand Rapids owns and maintains more than 3,000,000 square feet of surface parking lots. To understand the conditions of the surface lots and prioritize repairs, the City hired a consultant to complete an assessment of all the City's surface lots and provide a Surface Lot Asset Management Plan. This plan prioritizes the order of which the surface lot repairs should be addressed, the degree of repair needed, and the probable cost of the repairs. For the smaller repairs and improvements, City departments can utilize this as-needed contract, which will expedite repairs and reduce overall project costs. The requested not-to-exceed amount was determined by the previous as-needed agreement's utilization, while considering an increase in labor and material costs.

A Bid proposal was received on May 20, 2025, for this project. Superior Asphalt, Inc. (Superior) submitted the sole bid proposal, which was evaluated based on unit prices, experience with similar types of contracts, past performance, responsiveness, and customer service. Based on this analysis, it is recommended that Superior be awarded the contract.

The contracts will be for a period of one (1) year, reserving the right to extend the contract for an additional one (1) year period at the City's option for a maximum of three (3) years, contingent upon successful negotiations with the contractor.

The attached resolution provides for the award of a contract to Superior for this project. The resolution also authorizes expenditures associated with the aforesaid contract in the amount of \$500,000, which includes the costs for construction, consultant services,

Prepared by Scott Jester, Assistant Project Manager

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testing, and administration and will be charged to the appropriate project budgets for which these services are required. In the event the contracts exceed the aforesaid amount, it will be necessary to bring this matter back to City Commission for consideration and approval of additional expenditures at a future date.

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Reviewed by O.E.E.

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Your COMMUNITY DEVELOPMENT COMMITTEE recommends the adoption of the following resolution awarding an as-needed contract to Superior Asphalt Inc. and authorizing expenditures in connection with As-Needed Surface Lot Services.

WHEREAS, bids were received on May 20, 2025, for the following project:

As-Needed Surface Lot Services
(hereinafter referred to as the "Project")

and Superior Asphalt Inc. (Superior) submitted a bid proposal; and based upon the evaluation of said bid proposal the City desires to award a contract for the Project to Superior; therefore

RESOLVED:

1. That the bid proposal of Superior be accepted and that, upon approval as to form by the City Attorney, the Mayor and City Clerk be authorized to execute the contract documents for the Project on behalf of the City.
2. That total expenditures for the Project be authorized in an amount not to exceed \$500,000 which includes the costs of the costs for construction, consultant services, testing, and administration. Said amount of \$500,000 to be charged to the appropriate project budgets for which these services are required; and
3. That the City Comptroller is hereby authorized and directed to make payment, in amounts and to said payees, as the City Engineer or his designee requests in connection with the Project.

CORRECT IN FORM

CITY ATTORNEY