



DATE: July 1, 2020

TO: Honorable Mayor and Members of the City Council

CC: City Manager Zachary Walker
Municipal Services Director Lisa Phelps
City Clerk Rebecca Behrens

FROM: Mark Thoma-Perry, Management Analyst

RE: Contract Review for 2020 Asphalt Street Overlay Project

Before you is an ordinance authorizing a contract with Superior Bowen Asphalt Company for the 2020 Asphalt Overlay Project in the amount of \$3,877,263.60 and authorizing administrative approval of the change order not to exceed \$387,700.00 and/or time extensions. In accordance with Section 1.43.007 (D) of the City Code, I have reviewed this contract to ensure proper procedures were followed in the bidding process.

Having reviewed all applicable documents and actions, it is my opinion that this is a satisfactory contract and all parties have fulfilled their obligations in the bidding and contracting process. Invitation to Bid (ITB) 20047 for the project was published on Public Purchase, the City's e-procurement service, on May 28th, 2020; 215 companies were notified and 3 bids were submitted. The ITB was closed on June 18, 2020.

The City's Procurement Procedures Manual provides that recommendation for award be made to the lowest bidder that met the minimum requirements of the ITB. Superior Bowen's low bid of \$3,877,263.60 is \$472,470 higher, or 13.9%, than the engineer's estimate for this project.

All bid documents were reviewed and I find no provisions that would be considered harmful or unacceptable to the City. A bid bond has been submitted as required in the amount of five percent of the bid. MBE participation of 12.1% has been included. Superior Bowen agrees to complete the project within 120 working days and provide 20% of local labor for the work.

Please let me know if you have any questions.