

MEMORANDUM

TO: Public Market Advisory Commission

FROM: Sarah DeWitt, Ann Arbor Farmers Market Manager

DATE: April 18, 2013

SUBJECT: Resolution to recommend approval of a contract with D & J Contracting to resurface the Farmers Market gravel lot (\$8,280.00) and appropriate funds from the Market fund balance.

Attached for your review is a resolution recommending approval of a \$8,280.00 contract with D & J Contracting to resurface the gravel lot at the Ann Arbor Farmers Market and appropriate funds from the Market fund balance.

The gravel lot used by vendors during peak market season has significantly deteriorated due to use and to preexisting poor surface construction. The lot generates a significant amount of dust, loose rocks, and potholes that can become filled with rain water and also pose a safety hazard to customers and vendors walking in the lot.

The project would improve the lot to provide a more level, smooth, and sealed surface for vendor use and customer foot traffic. The work will include sawcutting and stripping the asphalt, grading the existing aggregate, and adding 3 inches of asphalt mix. The improvements reflect the discussions of the Public Market Advisory Commission in 2012 and 2013 to identify short-term (1-5 year) solutions for the lot as long-term improvements for the market are created.

Following four bids were received for the project:

	Total Bid
D & J Contracting	\$8,280.00
Margolis Companies	\$10,280.00
Best Asphalt	\$10,485.00
ASI	\$12,710.00

Staff is recommending awarding a contract to D & J Contracting in the amount of \$8,280.00 to resurface the gravel lot at the Farmers Market. You are also requested to approve a 10% construction contingency (\$828.00) to cover potential contract change orders to be approved by the City Administrator. It is requested that \$9,108.00 be approved for construction contract and associated contingency for the life of the project without regard to fiscal year.

Funding is available in the market's fund balance for the completion of the project. The total Market fund balance as of February 28, 2013 was \$684,145. The purpose of the Market fund balance is to enhance experience and infrastructure to benefit both vendors and shoppers.

RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH D & J CONTRACTING TO RESURFACE THE ANN ARBOR FARMERS MARKET GRAVEL LOT (\$8,280.00) AND APPROPRIATE FUNDS FROM THE MARKET FUND BALANCE

Whereas, the gravel lot is utilized by market vendors and customers on a consistent basis and through use has become uneven and is a source of dust and loose rocks in the market;

Whereas, the Public Market Advisory Commission has previously discussed the resurfacing of the gravel lot as a high priority item for the market in 2013 due to the current safety and aesthetic concerns of the lot for customers and vendors;

Whereas, D & J Contracting submitted the lowest responsible bid;

Whereas, the Market Commission supports the use of market funds from the Market fund balance in the amount of \$8,280 for the purpose of resurfacing the gravel lot;

RESOLVED, That the Public Market Advisory Commission recommends approval of a contract with D & J Contracting to resurface the Farmers Market Gravel Lot for \$9,108.00 and appropriate funds from the Market fund balance.