

MEMORANDUM

TO: Parks Advisory Commission

FROM: Josh Landefeld, Parks and Recreation Services Deputy Manager

DATE: January 29, 2019

SUBJECT: Resolution to recommend approval of a contract with All Season Gutters to install new gutters at the Farmers Market (\$29,099.00).

Attached for your review and action is a resolution to recommend approval of a \$29,099.00 contract with All Season Gutters for installation of new gutters at the Ann Arbor Farmers Market.

The new gutters will replace the old set, which has reached the end of its useful life. Temporary repairs are needed several times during the rainy months to stop gutters leaking onto vendor's products and stalls. It will be easier to manufacture replacements for the new gutters with the proposed materials and style that can be made to fit quickly and in large amounts.

Recreation infrastructure repairs are identified in the CIP and PROS plan as park priorities.

Invitation to Bid #4559 for this project was sent out to 193 companies. However, only one formal bid was received for this project:

All Season Gutters	\$29,099.00*
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\*Lowest responsible bidder

Staff is recommending awarding a contract to All Season Gutters in the amount of \$29,099.00 for installation of new gutters at the Farmers Market. A 10% construction contingency (\$2,909.90) is requested to cover potential contract change orders to be approved by the City Administrator. It is requested that a \$32,008.90 contract and contingency amount be approved for the life of the project without regard to fiscal year. Funding is available in the approved FY2019 Park Maintenance and Capital Improvement Millage budget.

All Seasons Gutters is in compliance with the requirements of the City's Non-Discrimination, Prevailing Wage, and Living Wage ordinances

RESOLUTION TO RECOMMEND APPROVAL OF A CONTRACT WITH ALL  
SEASONS GUTTERS TO INSTALL NEW GUTTERS AT THE FARMERS MARKET  
SHED (\$29,099.00)

Whereas, Current gutters need to be replaced at the Farmers Market as they are impacting vendors and customers;

Whereas, The Parks and Recreation Open Space Plan identifies infrastructure improvements for recreation facilities that are in need of repair;

Whereas, Funding for the Farmers Market Gutter replacement is available in the approved FY2019 Park Maintenance and Capital Improvement Millage budget;

Whereas, Competitive bids were received by Purchasing on December 20, 2018;

Whereas, All Seasons Gutters submitted the lowest responsive bid;

Whereas, All Seasons Gutters is in compliance with the requirements of the City's Non-Discrimination, Prevailing Wage, and Living Wage ordinances;

RESOLVED, That Parks Advisory Commission recommend approval of a contract with All Season Gutters for installation of new gutters at the Farmers Market, and approve a construction contingency of \$2,909.90 (10%) to cover potential contract change orders for a total contract amount of \$32,008.90 for the life of the project without regard to fiscal year.