



AGENDA ITEM EXECUTIVE SUMMARY

Agenda Item number: 5.B

Title: Recommendation to Waive the Formal Bid Procedure and Approve a Resolution Authorizing a Construction Contract for the Public Works Facility Parking Lot Paving Improvement

Presenter: Ken Jay

Meeting: Government Services Committee

Date: August 22, 2022

Proposed Cost: \$110,000

Budgeted Amount: \$110,500

Not Budgeted:

Executive Summary *(if not budgeted please explain):*

The fiscal year 2023 budget includes removal and replacement of a portion of the Public Works Facility’s parking lot. The primary focus area will be near the main entrance to the building, which serves as the primary parking area for guests and employees.

Staff propose waiving the bid procedure and utilizing extended unit prices from the recent Street Rehabilitation bid and awarding the contract to Geneva Construction Company of Aurora, IL.

Attachments *(please list):*

*Bid Waiver

Recommendation/Suggested Action *(briefly explain):*

Recommendation to Waive the Formal Bid Procedure and approve a Resolution Authorizing a Construction Contract with Geneva Construction Company for the Public Works Facility Parking Lot Paving Improvement in the amount of \$110,000.



BID WAIVER One Time Today through

Description: Construction Contract - PW Facility Parking Lot Improvement

Requested Vendor: Geneva Construction Co.

Requested by: Ken Jay

Date: 8/15/22

Approvals: _____
Department Head Procurement

Bid Waivers are required when there are unique circumstances related to a proposed procurement that has not been competitively solicited.

1. This procurement is valued at \$ 110,000 for this one time order, and/or
\$ _____ for a 12 month period.

2. This good/service has been competitively solicited within the past 24 months. Yes No
If yes: Was the solicitation published on the city website? Yes No

3. Justification for Bid Waiver

- Emergency** i.e. declared by the Mayor and applicable to EOC/FEMA procedures.
- Urgent** i.e. required to resolve an unanticipated problem that, if not resolved within 48 hours, may cause undue risk to individuals and/or extensive damage to property.
- Need for these goods/services were **not anticipated and procurement through normal channels would take too long.**
- A responsible **contractor was on site** performing a related repair, and, based on professional judgement; it was prudent to request this service/repair from said contractor.
- These goods are replacement parts for a **warranted item, and the warranty is still in place**, and purchase of a non-brand item will jeopardize warranty.
- These goods/services are **inherently related to, and an ongoing part of**, other goods/services previously provided by the Provider.
- These goods utilize a **proprietary, patent, trademark, or customized programing** resulting in lack of competition.
- These goods are **standardized** for operational safety and efficiency.
- These goods are only available through the provider's **local distribution** channels.
- Other: