

## City Council – Action Request Form

**Date:** March 16, 2020

**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

**From:** Johnnie Taylor, Director of Operations  
 Keith Huff, Traffic Field Operations Director  
 Jerry Bates, Purchasing Director

**Council Action Requested:**

Resolution Awarding Contract for Stormwater and Ditch Maintenance Repairs

**Strategic Focus Area:** Healthy Environment  
**Strategic Objective:** Manage Water Quality and Quantity  
**Strategic Plan Action Item:** No  
**Key Work Item:** No



**Summary of Information:**

The City of Winston-Salem has periodic needs for a contractor to perform stormwater and ditch maintenance and repair of minor drainage features throughout the City. The work involves furnishing and installing drainage pipe, storm grates, ditch excavation, erosion control measures, paving, and demolition as needed to collect and properly direct stormwater run-off and standing water. Staff has requested an “on-call” contract, with work generated mostly by citizen requests and the remainder by storm events.

Purchasing advertised for Stormwater and Ditch Maintenance Repairs and bids were received on February 25, 2020, with a summary of bids as follows:

	<u>City/State</u>	<u>Sum of Unit Prices</u>
Earthtek Services, LLC	Lexington, NC	\$223,718.80
Carolina Asphalt Paving, Inc.	Brown Summit, NC	\$244,191.00

The low bidder, Earthtek Services, LLC, does not meet the general contractor license requirement; therefore, cannot be considered for award of this contract. The second lowest responsive responsible bidder, Carolina Asphalt Paving, Inc., submitted subcontracting goals of 5.85% with minority-owned businesses and 7.69% with woman-owned businesses, exceeding the 5% MBE and 5% WBE subcontracting goals established for this project.

**Committee Action:**

<b>Committee</b>	<b>Action</b>
_____	_____
<b>For</b>	<b>Against</b>
_____	_____

**Remarks:**

The annual budget established for this contract is \$350,000. Staff desires to award an annual contract for \$250,000, based on the prices submitted by bidders.

The contract period is from date of award through December 31, 2020. Terms of the bid allow the City the right to extend the contract for as many as two additional annual periods (until December 31, 2022), if both parties agree and funds are made available for that purpose. Unit prices may be adjusted at the beginning of each additional annual period by an amount not to exceed the latest available Consumer Price Index for All Urban Consumers on the U.S. Department of Labor Bureau of Labor Statistics website at the time the extension is pursued.

It is recommended that the contract for stormwater and ditch maintenance and repairs be awarded to Carolina Asphalt Paving, Inc., the low bidder meeting specifications, in the estimated annual amount of \$250,000, with the option to extend the contract for as many as two additional annual periods, making the total possible award amount over three years the estimated amount of \$750,000.

M/WBE comment: Notices were sent to 45 potential bidders from the City's vendor list and past bidder lists, of which six are minority and thirteen are woman-owned businesses. See Exhibit A for a complete list of businesses notified and for workforce demographics.