

# City of Palm Coast, Florida Agenda Item

**Agenda Date:** September 19, 2023

<b>Department</b>	PUBLIC WORKS, UTILITY, STORMWATER MAINTENANCE	<b>Amount</b>	Up to \$200K for Concrete Repair Services Up to \$350K for Asphalt Repair Services
<b>Division</b>	MULTIPLE	<b>Account #</b>	Multiple Accounts
<b>Subject:</b> RESOLUTION 2023-XX APPROVING A MASTER SERVICE AGREEMENT WITH ROADTEK, LLC FOR ASPHALT AND CONCRETE REPAIR SERVICES			
<b>Presenter:</b> Matthew Mancill, Director of Public Works			
<b>Attachments:</b>			
<ol style="list-style-type: none"> <li>1. Resolution</li> <li>2. Asphalt Repair Services: Executive Summary, Draft MSA Contract, Notice of Intent to Award</li> <li>3. Concrete Repair Services: Executive Summary, Draft MSA Contract, Notice of Intent to Award</li> </ol>			
<b>Background:</b>			
<b>Council Priority:</b>			
<b>D. Sustainable Environment &amp; Infrastructure</b>			
<p>The maintenance and repair of the City's infrastructure, particularly its roads, sidewalks, and other concrete structures, are critical to ensuring the safety and functionality of the environment. In line with this objective, the City has routinely engaged Asphalt and Concrete Repair Services to undertake major repairs, including the restoration of sidewalks, road surfaces, spillways, and road crossings. These repairs are vital to uphold the integrity of city streets and to prevent any hazards or inconveniences stemming from displacement and deterioration.</p> <p>Funding for these repairs is allocated across various divisions, reflecting the City's commitment to maintaining a well-functioning infrastructure. City staff will purchase items on an as-needed basis using budgeted funds appropriated by City Council. The Fiscal Year 2024 budget includes \$16,000.00 within the Streets Division, while the Utility Division has set aside \$135,000.00 and the Stormwater Division has allocated \$395,000.00. These budgeted funds underscore the importance placed on maintaining the city's infrastructure to meet safety and quality standards.</p> <p>In line with the City's established Purchasing Policy, a competitive bidding process was initiated to solicit proposals for asphalt and concrete repair services. This process aims to secure the best services while maintaining fiscal responsibility. The City received three responsive and responsible bids from service providers in this sector: RoadTEK, LLC, Creative Concrete Design of Columbia County, Inc, and PSG Concrete &amp; Excavation, LLC. Detailed bid overviews, including pricing, are provided in the attached documentation. After a comprehensive evaluation of the received bids, considerations were made not only on</p>			

the basis of pricing but also on past performance. Among the bidders, RoadTEK, LLC emerged as the most suitable candidate for this partnership. Notably, RoadTEK, LLC received a "Pass" status, signifying a high level of alignment with the City's expectations and requirements.

Given the aforementioned factors and after careful evaluation, City staff strongly recommends that the City Council approve the initiation of a Master Service Agreement with RoadTEK, LLC. This agreement would formalize the City's collaboration with RoadTEK, LLC for asphalt and concrete repair services. The agreement will empower City staff to engage RoadTEK, LLC for repairs on an as-needed basis, utilizing the budgeted funds allocated by the City Council. By approving this Master Service Agreement, the City Council would be taking a significant step toward ensuring the continued safety, functionality, and aesthetics of the city's infrastructure.

**SOURCE OF FUNDS WORKSHEET FY 2024:**

**Streets & Drainage - Road Material and Supplies**

<b>Fund 10015011-053000</b>	<b>\$85,400.00</b>
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$16,000.00</u>
<b>Balance</b>	<b>\$69,400.00</b>

**Wastewater Collection - Other Contractual Services**

<b>Fund 54019082-034000</b>	<b>\$425,000.00</b>
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$60,000.00</u>
<b>Balance</b>	<b>\$365,000.00</b>

**Water Distribution - Other Contractual Services**

<b>Fund 54019090-034000</b>	<b>\$619,008.00</b>
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$75,000.00</u>
<b>Balance</b>	<b>\$544,008.00</b>

**Stormwater Maintenance - Canal Maintenance**

<b>Fund 54205511-034000-55265</b>	<b>\$93,000.00</b>
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$15,000.00</u>
<b>Balance</b>	<b>\$78,000.00</b>

**Stormwater Maintenance - Swale Maintenance**

<b>Fund 54205511-034000-55105</b>	<b>\$490,000.00</b>
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$30,000.00</u>
<b>Balance</b>	<b>\$460,000.00</b>

**Stormwater Maintenance-IMPR-All Pipe Replacements**

<b>Fund 54205511-063000-55003</b>	<b>\$950,000.00</b>
Total Expended/Encumbered to Date	\$0.00
Pending Work Orders/Contracts	\$0.00
Current (WO/Contract)	<u>\$350,000.00</u>
<b>Balance</b>	<b>\$600,000.00</b>

**Recommended Action:**

**ADOPT RESOLUTION 2023-XX APPROVING A MASTER SERVICE AGREEMENT WITH ROADTEK, LLC FOR ASPHALT AND CONCRETE REPAIR SERVICES**