

**City of Palmer  
Action Memorandum No. 18-049**

**Subject:** Authorizing the City Manager to Negotiate and Execute a Contract with North Star Excavation and Asphalt, Inc. for the Construction of the City Hall Customer Parking Lot Upgrades and Entry Way in an Amount Not to Exceed \$74,000.00

**Agenda of:** April 24, 2018

**Council Action:**     **Approved**                       **Amended:** \_\_\_\_\_  
                                   **Defeated**

**Originator Information:**

**Originator:**    City Manager

**Department Review:**

Route to:	Department Director:	Signature:	Date:
_____	Community Development	_____	_____
<u>  √  </u>	Finance	<u><i>[Signature]</i></u>	<u>3/28/2018</u>
_____	Fire	_____	_____
_____	Police	_____	_____
<u>  √  </u>	Public Works	<u><i>[Signature]</i></u>	<u>03/28/18</u>

**Approved for Presentation By:**

	Signature:	Remarks:
City Manager	<u><i>[Signature]</i></u>	_____
City Attorney	<u><i>[Signature]</i></u>	_____
City Clerk	<u><i>[Signature]</i></u>	_____

**Certification of Funds:**

Total amount of funds listed in this legislation:    \$ 74,000.00

This legislation (√):

- Creates revenue in the amount of:                      \$ \_\_\_\_\_
- Creates expenditure in the amount of:                      \$ 74,000.00
- Creates a saving in the amount of:                      \$ \_\_\_\_\_
- Has no fiscal impact

Funds are (√):

- Budgeted                      Line item(s): 08-01-10-7164
- Not budgeted

Director of Finance Signature: *[Signature]*

**Attachment(s):**

- HDL Recommendation of Award for Base Bid
- Bid Tabulation Sheet

**Summary Statement/Background:**

This action will authorize the City Manager to negotiate and execute a contract with North Star Excavation and Asphalt, Inc. for construction of the City Hall customer parking lot and entry way in an Amount Not to Exceed \$74,000.00.

The design includes a planter area in the entry way area and a retaining wall facing Evergreen Ave alongside the existing sidewalk.

This project will level the parking area, provide for accessible parking, and accessible entry into the front of City Hall as well as improved "curbside" appearance of the facility.

**Administration's Recommendation:**

To approve Action Memorandum No. 18-049 authorizing the City Manager negotiate and execute this contract with North Star Excavation and Asphalt, Inc.

March 27, 2018

Chris Nall, Public Works Director  
 City of Palmer  
 231 West Evergreen Ave.  
 Palmer, AK 99645

RE: Recommendation of Award  
 City Hall Parking and Access Improvements

Dear Mr. Nall:

We have reviewed the bids submitted for the subject project and have noted no bid irregularities.

The bid totals are summarized below:

Contractor	K&H Civil Constructors	Northstar Excavation and Asphalt	Dirtworks, Inc	Prosser Dagg Const. Co.	Engineer's Estimate
<b>Base Bid</b>	\$74,495.00	\$74,000.00	\$87,000.00	\$93,000.00	\$60,645.00
<b>Add Alt 1</b>	\$37,500.00	\$35,400.00	\$40,000.00	\$55,555.00	\$40,231.00
<b>Add Alt 2</b>	\$4,500.00	\$3,000.00	\$1,900.00	\$2,000.00	\$3,330.00
<b>Add Alt 3</b>	\$34,500.00	\$36,000.00	\$39,700.00	\$39,000.00	\$46,400.00
<b>Add Alt 4</b>	\$6,000.00	\$13,200.00	\$21,500.00	\$16,000.00	\$7,945.00
<b>Total</b>	\$156,995.00	\$161,600.00	\$190,100.00	\$205,555.00	\$158,551.00

The base bids are all at least 20% greater than the engineer's estimate. The engineer's estimate is based on historic unit prices and likely did not adequately account for inefficiencies of working in a constrained area, the complexity of the proposed concrete work, and the contractor's risk of performing earthwork on a lump sum basis without survey to determine earthwork quantities. The low bid of the total is within 1% of the engineer's estimate.

Based on our understanding of the available funding for this project, we recommend award of the base bid to Northstar Excavation and Asphalt of Palmer, Alaska. The table below provides a summary and rankings for award:

Contractor	Northstar Excavation and Asphalt	K&H Civil Constructors	Dirtworks, Inc	Prosser Dagg Const. Co.	Engineer's Estimate
<b>Base Bid</b>	\$74,000.00	\$74,495.00	\$87,000.00	\$93,000.00	\$60,645.00
<b>Total</b>	\$74,000.00	\$74,495.00	\$87,000.00	\$93,000.00	\$60,645.00
<b>Rank</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	

CIVIL ENGINEERING  
 GEOTECHNICAL ENGINEERING  
 TRANSPORTATION ENGINEERING  
 ENVIRONMENTAL SERVICES  
 PLANNING  
 SURVEYING & MAPPING  
 CONSTRUCTION ADMINISTRATION  
 MATERIAL TESTING  
 RIGHT-OF-WAY SERVICES

*RE: Recommendation of Award*


*March 27, 2018*

*Page 2 of 2*

Please contact us if you need anything further.

Sincerely,

HDL Engineering Consultants, LLC



Steven Reed, PE

Civil Engineer

attach: Bid Tabulation

**City Hall Parking and Access Improvements  
Bid Summary**

	Engineer's Estimate	K&H Civil	Northstar Excavation and Asphalt	Dirtworks, Inc.	Prosser Dagg Construction
<b>Schedule A Total</b>	\$ 60,645.00	\$ 74,495.00	\$ 74,000.00	\$ 87,000.00	\$ 93,000.00
<b>Schedule B Total</b>	\$ 40,231.00	\$ 37,500.00	\$ 35,400.00	\$ 40,000.00	\$ 55,555.00
<b>Schedule C Total</b>	\$ 3,330.00	\$ 4,500.00	\$ 3,000.00	\$ 1,900.00	\$ 2,000.00
<b>Schedule D Total</b>	\$ 46,400.00	\$ 34,500.00	\$ 36,000.00	\$ 39,700.00	\$ 39,000.00
<b>Schedule E Total</b>	\$ 7,945.00	\$ 6,000.00	\$ 13,200.00	\$ 21,500.00	\$ 16,000.00
<b>As-submitted Total Bid</b>	<b>\$ 158,551.00</b>	<b>\$ 156,995.00</b>	<b>\$ 161,600.00</b>	<b>\$ 190,100.00</b>	<b>\$ 205,555.00</b>
<b>Acknowledged Addenda</b>	-	none	none	none	none
<b>Bid Proposal signed</b>	-	yes	yes	yes	yes
<b>5% Bid Bond or \$1,000. Whichever is less.</b>	-	yes	yes	yes	yes
<b>Bidder Qualification Form</b>	-	no	yes	yes	yes



DEPARTMENT OF PUBLIC  
WORKS

W. Chris Nall  
Director

Phone: (907) 745-3400  
Fax: (907) 745-3203  
Email: [cnall@palmerak.org](mailto:cnall@palmerak.org)

Mail: 231 W. Evergreen Ave.,  
Palmer, Alaska 99645-6952  
Location: 1316 South Bonanza Street  
[www.cityofpalmer.org](http://www.cityofpalmer.org)

March 22, 2018

TO: [dirtworks1@outlook.com](mailto:dirtworks1@outlook.com)  
[bids@prosserdagg.com](mailto:bids@prosserdagg.com)  
[matt@kbcivil.com](mailto:matt@kbcivil.com)  
[sdowd@northstarpaving.com](mailto:sdowd@northstarpaving.com)

**RE: NOTICE OF INTENT TO AWARD – City Hall Parking & Access  
Improvements Project**

This is the City of Palmer's Notice of Intent to Award the contract for the **City Hall Parking & Access Improvements Project** to **North Star Excavation & Asphalt, Inc.** at the Palmer Council meeting scheduled for **7:00 P.M., April 24, 2018** in the Council Chambers at Palmer City Hall, 231 W. Evergreen Avenue, in Palmer.

Four bids were received, and upon tabulation and budget review, it was determined that North Star Excavation & Asphalt had the lowest responsible, responsive bid. At this time, only the base bid will be awarded. The bid tabulations are attached to this NOIA.

In accordance with Palmer Municipal Code 3.21.290 B., a protest based upon alleged improprieties in an intended award of a contract must be filed with the Palmer city manager (with a copy previously served upon the intended awardees) within two business days after the issuance of this notice of intent to award - in this case, by **5 p.m., Monday, March 26, 2018**. Failure to meet this time line shall constitute a waiver of the protesting party's rights and a bar on any further action regarding this matter.

Sincerely,

Chris Nall  
Director Public Works

**Attachment – Bid Tabulations**

**BID TABULATIONS**

	<b>Bidder 1</b>	<b>Bidder 2</b>	<b>Bidder 3</b>	<b>Bidder 4</b>
	Dirworks	Prosser Dagg Construction Co	K&H Civil Constructors	Northstar Excavation & Asphalt
<b>BID PROPOSAL</b>	<b>Bid Amount</b>	<b>Bid Amount</b>	<b>Bid Amount</b>	<b>Bid Amount</b>
Signed Proposal (Y/N)	Y	Y	Y	Y
Bid Bond	Y	Y	Y	Y
Schedule A - Base Bid	\$ 87,000.00	\$ 93,000.00	\$ 74,495.00	\$ 74,000.00
Schedule B - Add Alt 1	\$ 40,000.00	\$ 55,555.00	\$ 37,500.00	\$ 35,400.00
Schedule C - Add Alt 2	\$ 1,900.00	\$ 2,000.00	\$ 4,500.00	\$ 3,000.00
Schedule D - Add Alt 3	\$ 39,700.00	\$ 39,000.00	\$ 34,500.00	\$ 36,000.00
Schedule E - Add Alt 4	\$ 21,500.00	\$ 16,000.00	\$ 6,000.00	\$ 13,200.00
<b>Total Bid</b>	\$ 190,100.00	\$ 205,555.00	\$ 156,995.00	\$ 161,600.00