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## DDA ACTION SUMMARY SHEET

**MEETING DATE:** June 17, 2025

**TOPIC** Paving Repair(s) – Tarr Lot

**BACKGROUND BRIEF:**

Pursuant to our lease agreement for the Tarr Parking Lot (across from the DDA Office) we have a general obligation for maintenance. A request has been made from the owner of the lot that we perform patching and asphalt maintenance on the lot. Inspection does reveal that there are large areas of crumbling asphalt that present trip and other hazards. While this is open and obvious, we do have a standard we want to present, and a liability we want to avoid.

The owner has made it clear they are interpreting our lease as this maintenance being our responsibility.

**FINANCIAL IMPACT:**

We did not receive any response to our prior RFP posting. The office has worked to find direct quotes for the repair of the damaged areas and recommend your consideration of the removal and replacement of the larger area, as identified in the quote(s).

It is recommended we approve the quote from BSI Paving titled “1 spot R&R”, in the amount of \$7,189.83. this would be a single source quote, awarded at the discretion of the Board. The reasons for the single source is predominantly based on the fact that six other providers were contacted and all either failed to respond or had no interest. BSI is a local firm, willing to assist this need and is the only responsive entity. Prior RFP inquiry for the site, as previously authorized by the Board, went without response.

Funding for this project may be assessed against GL 248-730-975-000 – Capital Outlay which has a current balance in excess of \$40,000. The project is in compliance with our TIF Plan and would be an obligation under the lease agreement based on notes supporting the formation of the agreement.

**RECOMMENDED MOTION:**

Move to approve and authorize a contract with BSI Paving, for paving maintenance and repair at 115 N Broadway St., at a cost not to exceed \$7,189.83, w/funding from GL 248-730-975-000 – Capital Outlay