



CITY OF MARSHALL AGENDA ITEM REPORT

Meeting Date:	Tuesday, July 23, 2019
Category:	NEW BUSINESS
Type:	ACTION
Subject:	Approve Resolution No. ____, Second Series regarding accepting low quotation and authorizing James Lozinski Construction Inc. to proceed with installation of steel to a roof located on a facility in Justice Park.
Background Information:	<p>Parks Department has requested quotations for labor related to the installation of a steel roof on a facility in Justice Park. James Lozinski Construction Inc. submitted a labor quotation for said job in the amount of \$2,700. That quotation was the lowest solicited quotation.</p> <p>Minnesota Statutes indicate that City officials cannot bid on City contracts, subject to various exceptions. Minnesota Statutes §471.88 subd. 5 indicates that City officials can provide quotes for City projects if formal bidding is not required. If City official submits the low quotation, the contract can be awarded to a City official upon filing of an affidavit from the City official acknowledging the conflict of interest with a statement indicating that the quoted bid is as low or lower than other quoted prices. In addition, City Council must then approve the quotation by unanimous vote approving the resolution.</p> <p>Attached is affidavit from Council Member James Lozinski acknowledging the conflict of interest. Additionally, a proposed resolution is also attached accepting the low quotation and authorizing that James Lozinski Construction Inc. to proceed with the installation of the project as quoted. Staff recommends approval of the resolution.</p>
Fiscal Impact:	Cost of \$2,700 to install steel roof to a facility in Justice Park.
Alternative/ Variations:	None recommended.
Recommendations:	Approve Resolution No. ____, Second Series regarding accepting low quotation and authorizing James Lozinski Construction Inc. to proceed with installation of steel to a roof located on a facility in Justice Park.