

**MEMORANDUM**

**DATE:** June 17, 2025

**TO:** Melissa R. Marsh, City Manager

**FROM:** Sean P. Ballantine, Director of Public Services

**SUBJECT:** Bid Award – Rosie’s Gardenia Parking Lot

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The FY 2024-25 Budget included funding for the much needed replacement of the Rosie’s Park Gardenia Parking Lot. The project was bid, and upon tabulation and analysis, was found to be significantly over the budgeted amount. Due to the amount of work required, it was determined that the budgeted funding was insufficient, as the project could not be reduced or modified to properly achieve the City’s required goals, and an additional phase of funding was proposed and approved in the 2025-26 Budget.

In anticipation of the new fiscal year, the project was rebid in May, with Asphalt Specialists, LLC providing the lowest qualified bid. The City’s consulting engineering firm Nowak and Fraus, performed the appropriate reference checks and due diligence on this company, and has determined that they are fully capable of performing this scope of work for the City, with similar projects undertaken in the immediate area.

Staff concurs with the recommendation of Nowak and Fraus, and respectfully requests that Council award the Rosie’s Park Gardenia Parking Lot replacement project to the lowest qualified bidder, Asphalt Specialists, LLC, of Pontiac, for a total project cost of \$176,185.00. Funding is budgeted and available in the 2025-26 fiscal year.

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