



CITY OF NOVI CITY COUNCIL
OCTOBER 9, 2023

SUBJECT: Approval to award a contract to Accurate Parking Lot Services Inc., the sole bidder, for municipal parking lot maintenance services, in an estimated annual amount of \$60,000. The contract term is for one year with three one-year renewal options.

SUBMITTING DEPARTMENT: Department of Public Works, Field Operations Division

EXPENDITURE REQUIRED	\$ 60,000 (estimate)
AMOUNT BUDGETED	\$ 15,000 Parking Lot Maintenance – Parks \$ 10,000 Parking Lot Maintenance – Civic Center \$ 15,000 Parking Lot Maintenance – Police \$ 15,000 Parking Lot Maintenance – Fire \$ 5,000 Parking Lot Maintenance – DPW \$ 60,000 Total FY 2023-24 Budget
APPROPRIATION REQUIRED	\$ 0
LINE ITEM NUMBER	101-441.20-931.208, 101-441.20-931.265, 101-441.20-931.301, 101-441.20-931.337, 101-441.20-931.442

BACKGROUND INFORMATION:

In 2019, a City of Novi Parking Lot Inventory and Maintenance Plan was completed, which outlined the improvements needed over the next six years on municipal parking lots. The report recommended best practices for maintaining pavements to maximize service life at city-owned parking locations throughout the city. Some service requirements include, but are not limited to crack sealing, asphalt patching, seal coating, and pavement striping.

Novi's preventative maintenance program, in conjunction with other asset improvement programs, is intended to improve the overall quality of all City assets. The objective of this service is to preserve pavement using lower cost rehabilitation

techniques, rather than allowing them to deteriorate beyond a point that requires extensive reconstruction, involving much more effort at a significantly higher cost.

One bid was received and opened on September 15, 2023, following a public bid solicitation period. The bid tabulation is included in the packet. Accurate Parking Lot Services Inc. is being recommended as being in the best interest of the City as it is responsive and complies with all requirements of the bidding instructions. Work is anticipated to begin this fall.

RECOMMENDED ACTION: Approval to award a contract to Accurate Parking Lot Services Inc., the sole bidder, for municipal parking lot maintenance services, in an estimated annual amount of \$60,000. The contract term is for one year with three one-year renewal options.