



Purchasing Office

TOWN OF  
**VIENNA**  
since 1890

April 15, 2019

National Asphalt  
Attn: Tim Boone  
PO Box 327  
Merrifield, VA 22116

SUBJECT: Town of Vienna Contract Renewal

Reference: Contract IFB 19-02 Asphalt Hot Mix - As Needed

Dear Mr. Boone:

The subject contract expires on June 30, 2019. In accordance with the provisions of IFB 19-02, the Town of Vienna wishes to renew the contract for the first (1<sup>st</sup>) of four (4) one-year renewal options, for the period of July 1, 2019, through June 30, 2020.

The Town requests this renewal at the current contact rates. If you agree to these terms, please sign below and return to the Purchasing Department no later than May 1, 2019. A Purchase Order for the renewal period will be sent to you at a later date.

If you wish to request a price increase, please submit your request, in writing, no later than May 1, 2019, and I will forward your request to the department for consideration. Per the terms of the IFB, any change in rates shall not exceed the percentage for the most recent twelve (12) months of the CPI-U rate for this region.

If you have any questions, please call me at 703-255-6359.

Sincerely,

Gina M. Gilpin, CPPB  
Purchasing Agent  
[ggilpin@viennava.gov](mailto:ggilpin@viennava.gov)

  
\_\_\_\_\_  
Tim Boone  
National Asphalt



# Town of Vienna

Charles A. Robinson Jr.  
Town Hall  
127 Center Street South  
Vienna VA, 22180

## Master

**File Number: 19-1270**

**File ID:** 19-1270

**Type:** Action Item

**Status:** Agenda Ready

**Version:** 1

**Reference:**

**Meeting Type:** Town Council Meeting

**File Created:** 05/10/2019

**File Name:**

**Final Action:**

**Title:** FY 2020 funding and renewals of Town contracts

### Internal Notes:

**Sponsors:**

**Enactment Date:**

**Attachments:** Town Contracts, FY 19-20 Table of Town Contracts

**ORD/RES Number:**

**Contact:**

**Hearing Date:**

**Drafter:** katrina.pruitt@viennava.gov

**Effective Date:**

### History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
1	Town Council Meeting	06/03/2019	approved				Pass

### Text of Legislative File 19-1270

**TABLE OF TOWN CONTRACT EXTENSIONS & FY 19/20 FUNDING  
CONSENT AGENDA ATTACHMENT**

Vendor	Contract Number Name	Contract Start & End Date	Motion	Description	Account Number	Budget Account Costs	COUNCIL APPROVED FY 19/20 Amounts
Arthur Construction	IFB 17-03	07/01/19-06/30/20	3rd of 4 one-year increments	Asphalt Milling	14120-47401 50111-47407	\$322,000 \$10,000	\$332,000.00
EE Lyons	IFB 16-19 Asphalt Repair & Remarking	07/01/19-06/30/20	3rd of 4 one year increments	Installation of Water Mains & Appurtenances	50111-48401	\$100,000.00	\$100,000.00
Freestate Farms / WOF NE Freestate Project LLC	IFB 18-10 Yard Waste Disposal	07/01/19-06/30/20	2nd of 4 one year increments	Yard Waste Disposal	14230-43802	\$75,000.00	\$75,000.00
National Asphalt - Primary Award Superior Paving - Secondary Award	IFB 19-02 Hot Mix	07/01/19-06/30/20	1st of 4 one year increments	Asphalt Hot Mix	14120-47408 50111-47408	\$195,492 \$40,000	\$235,492.00
Midlantic Marking	IFB 18-13 Paving Marking	07/01/19-06/30/20	2nd of 4 one year increments	Pavement Marking	14140-43307	\$40,000	\$40,000
					<b>Total</b>		<b>\$782,492.00</b>

**Subject:**

..Title

FY 2020 funding and renewals of Town contracts

..Body

**EXPLANATION AND SUMMARY:**

For recurring purchases, the Town establishes contracts, which include the option of annual renewals. Each contractor on the attached list provides required and/or essential services for Town operations managed by the Department of Public Works. Each contract is multi-year and subject to annual renewals.

DPW recommends authorization to expend FY 2020 funds and for annual contract extensions with the six (6) existing vendors listed in the attached table.

**Departmental Recommendation:** Recommend funding approval and annual contract extensions.

**Finance Recommendation:** Recommend approval.

**Purchasing Recommendation:** Recommend approval

**Town Attorney Recommendation:** The Town may extend the contracts listed or solicit bids in the discretion of the Town Council.

**Town Manager's Recommendation:** I recommend Council approve the listed FY 2020 expenditures and one-year contract renewals.

Cost and Financing: \$782,492.00

Account Number: See attached table for contract and account numbers

Decision Needed by This date: 06/03/19

**PROPOSED/SUGGESTED MOTION**

..Recommended Action

"I move to approve FY 2020 expenditures of \$782,492.00 and one-year contract renewals with contractors identified in the attached table from the listed account numbers."