



## Memorandum

**To: Livingston County Board of Commissioners**  
**From: Greg Kellogg, Transportation Director**  
**Date: 09/28/2020**  
**Re: Resolution Authorizing the Construction of a Fuel Farm Canopy and Partial Driveway Replacement at the Transportation Complex - LETS**

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LETS is requesting authorization to construct a canopy for the propane fuel farm to protect drivers from the elements while refueling vehicles. The typical fueling time for propane buses is 8-10 minutes depending on tank size, which is twice the fueling time of diesel buses, and they can take up to 15 minutes to fuel in hot weather.

This project also includes replacement of the asphalt driveway with concrete in the fuel farm area. The driveway is over 20 years old and is in poor condition, with the asphalt in the fuel farm area showing the worst deterioration due to heavy bus traffic around the propane and diesel pumps. Concrete is a more durable option for this high-traffic area. The concrete work will also include the addition of a small parking area for approximately three vans.

In compliance with the County Procurement Policy, a competitive bid process was performed through CoPro+ with John Stewart & Associates acting as the Project Consultant. Solicitations were issued for the canopy and concrete projects, with the option to bid on the electrical work for the canopy separately.

Three responses were received for the canopy project, two of which included the electrical work; two responses were received exclusively for the canopy electrical work; and four responses were received for the concrete project.

The low bid for the canopy project was a combination of TFC Canopy of Garrett, IN for canopy construction and Landry & Sons Electric of Brighton, MI for the canopy electrical work, and the low bidder for the concrete project was Universal Consolidated Enterprises of Roseville, MI.

John Stewart & Associates will serve as the General Contractor for the remaining work, including site engineering and design, concrete footings for the canopy, painting, permitting, cleanup, and site supervision, per the existing contract with Facilities Services. The total cost for

both projects, including a 10% contingency, will not exceed \$109,042.

This project is 100% grant funded with 80% of the total project cost reimbursed from an FY 2020 Federal Section 5339 grant and a 20% match from the Michigan Department of Transportation.

The canopy and concrete projects were included in the LETS 2020 budget and the canopy project was included in the 2020 Capital Replacement Plan (the concrete portion of the project was added after the 2020 CIP was completed).

A bid summary and site plans for both projects are attached. Please contact me directly if you have any questions at x7843.