

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	October 10, 2016
	<b>Agenda Item No.</b>	<b>44C</b>
	<b>Roll Call No.</b>	<b><u>16-1740</u></b>
	<b>Communication No.</b>	<b><u>16-594</u></b>
	<b>Submitted by:</b>	<b>Jim Hoff, Facilities Manager</b>

**AGENDA HEADING:**

Approving the acceptance of the low dollar compliant bid for concrete construction services. Procurement Administrator determined that concrete construction services have been competitively bid and are available from Absolute Property Services, PO Box 12025, Des Moines IA 50312, Justin Garfield, President.

**SYNOPSIS:**

Recommend approval of the low dollar amount bidder for concrete construction services, contract will be used by various Parks and Recreation Department and Facilities Division Operating and Capital Improvement Program (CIP) budgets.

**FISCAL IMPACT:**

Amount: \$75,000

Funding Source: Various Park and Recreation and Facility Division budgets

**ADDITIONAL INFORMATION:**

Procurement Division solicited bids on July 21, 2016 by advertisement and mailing invitations to 10 potential concrete construction bidders with no bidders responding. Facility Management Division then requested information from potential bidders as to why there were no responses to the contract packet. Several bidders responded saying that they had “lost track of the due date” or “were too busy at that time, but would still be interested in bidding on the contract if it wasn’t too late”.

Purchasing Division again sent the contract out by advertisement and mailing invitations to 10 potential bidders on August 23, 2016 receiving only one (1) bid at that time. Again, information was requested as to why there was nine (9) “No Response”, and the four (4) contractors that responded stated “they were too busy at this time but would like to bid on it again next time”.

Facility Management staff believes that the contract only received one (1) bid because the small size of the contract and the bid was made in the middle of the construction season when contractors have full workloads.

Pricing in the current bid is comparable to the pricing that was received the last time these services were bid in 2015.

**PREVIOUS COUNCIL ACTION(S): NONE**

**BOARD/COMMISSION ACTION(S): NONE**

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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