

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b>	August 6, 2018
	<b>Agenda Item No.</b>	<b>33A</b>
	<b>Roll Call No.</b>	<b><u>18-1343</u></b>
	<b>Communication No.</b>	<b><u>18-407</u></b>
	<b>Submitted by:</b>	<b>Phillip Delafield, Assistant City Manager</b>

**AGENDA HEADING:**

Approving bid for board-up services with B & G Construction, Gary Bowen, 1735 E. Park Avenue, Des Moines, IA 50320.

**SYNOPSIS:**

Recommend approval of bid from B & G Construction to furnish board-up services for vacant and abandoned houses to be used by the Neighborhood Inspection Zoning Division, and authorize the Procurement Administrator to enter into a contract for a period of one (1) year with two (2) 1-year options for renewal. The renewal options shall be executed upon mutual consent of the City and the vendor.

**FISCAL IMPACT:**

Amount: \$75,000 per year

Funding Source: FY18 Operating Budget, Neighborhood Inspection Zoning Division, CD041042, BU527640. This is a pass-through cost. The costs paid for the service are passed on to the property owner by billing/assessment.

**ADDITIONAL INFORMATION:**

- The previous contract with B & G Construction was for one (1) year with two (2) additional 1-year award options. The contract with the options is expiring.
- On June 18, 2018 the Procurement Division solicited five (5) potential bidders and advertised the information. The City received one (1) bid. The specifications stated that the award will be awarded based on the lowest combined bid price to both the primary and secondary contractor. While the City reserved the right to reject proposals that failed to address each criteria, no rejection was deemed necessary.
- B & G Construction has successfully preformed the contract over the past several years.
- Staff recommends the Neighborhood Inspection Zoning Division board-up contract be awarded to B & G Construction.

**PREVIOUS COUNCIL ACTION(S):**

Date: July 27, 2015

Roll Call Number: [15-1261](#)

Action: Bids from the following:

- A. [B & G](#) Construction (Gary Bowen, Owner) for an annual contract with two (2) additional one-year renewal options to furnish board-up services for vacant and abandoned houses for use by the Community Development Department, estimated annual cost \$50,000. (Five potential bidders, one received). ([Council Communication No. 15-403](#)) Moved by Coleman to adopt; direct the City Manager to review this contract prior to the renewal options being exercised. Motion Carried 6-1. Nays: Hensley.

**ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE**

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