

COUNCIL COMMUNICATION

	Number:	20-476	Meeting:	November 9, 2020
	Agenda Item:	47	Roll Call:	20-1794
	Submitted by:	James M. Hoff, Facilities Manager		

AGENDA HEADING:

Approve City Purchasing Division's issuance of blanket purchase order to Interstate Power Systems for generator maintenance services.

SYNOPSIS:

Approval for City's Purchasing Agent to issue a blanket purchase order for generator maintenance services and support to Interstate Power Systems (Travis Penrod, President, 407 Adventureland Drive NE, Altoona, Iowa 50009).

FISCAL IMPACT:

Amount: \$56,000

Funding Source: CM030000 526030

ADDITIONAL INFORMATION:

- This request is to authorize the Finance Department's Procurement Division to issue a blanket purchase order to Interstate Power Systems for generator maintenance services for a provision of a variety services to include monthly inspections, repair parts, oil and fuel sampling, and other materials as needed by the Facilities Division in its City properties and buildings as well as for continuity of critical services such as the 911 and Information Technology communication systems and the fiber optic network. The Procurement Division solicited bids to (5) potential bidders with (1) bid received. Although the amount and nature of material and supply needs varies each year, based on historical need, it is anticipated that the maximum expense necessary will be \$56,000.

PREVIOUS COUNCIL ACTION(S):

Date: August 14, 2017

Roll Call Number: [17-1396](#)

Action: Purchases from the following:

- (C) [Interstate](#) Power Systems (Travis Penrod, President) for an annual contract with two additional one year renewal options to furnish standby generator maintenance and repair services as requested by the Facilities Operations Division, \$50,000 estimated annual cost. (five potential bidders, one received). Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the first floor of City Hall, 400 Robert D Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to cityclerk@dmgov.org.