



Roll Call Number

Agenda Item Number

34

Date January 28, 2019

WHEREAS, the Facilities Maintenance Division of the City Manager's Office requested the Finance Department Procurement Division to solicit bids for an annual contract with two (2) additional one year renewal options to furnish moving services at various city-wide locations on an as needed basis; and

WHEREAS, the Procurement Division solicited bids by advertisement and mailing Invitation to Bid V17-031 to ten (10) potential bidders with three (3) bids received; and

WHEREAS, the overall low dollar compliant bid based on two laborers for eight hours each plus one truck for eight hours (most common occurrence) was received from Office Installation Services Inc., 6250 NW Beaver Drive, Johnston, IA 50131, Scott Kemp, Owner; and

WHEREAS, funding is available from various departmental operating budgets at an annual estimated cost of \$75,000.00;

WHEREAS, the Procurement Administrator and the City Manager's Facility Manager recommend approval of the low dollar compliant bid for moving services;

NOW THEREFORE BE IT RESOLVED, that the Des Moines City Council hereby accepts and approves the awards to Office Installation Services, Inc., and further authorizes the Procurement Administrator to enter into an annual agreement renewable for two (2) additional twelve (12) month periods, with price increases complying with agreement terms.

N **(Council Communication No. 19-029)**
Approved as to form: _____ Moved by _____ to adopt

Ann DiDonato
Ann DiDonato
Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
BOESEN				
COLEMAN				
GATTO				
GRAY				
MANDELBAUM				
WESTERGAARD				
TOTAL				

MOTION CARRIED APPROVED

Mayor

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

City Clerk