

# CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number \_\_\_\_\_

Meeting Type: Regular

Meeting Date: 5/9/2013

Action Requested By:  
Finance

Agenda Item Type  
Resolution

Subject Matter:

Approval of Agreement

Exact Wording for the Agenda:

Resolution authorizing the Mayor to enter into agreements with the low bidders meeting specifications as outlined in the attached Summary of Bids for Acceptance.

**Note: If amendment, please state title and number of the original**

Item to be considered for: Action

Unanimous Consent Required: No

Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Routine Procurement Function

Associated Cost:

Budgeted Item: Select...

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: 

Date: 4/30/13

# ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance

Council Meeting Date: 5/9/2013

Department Contact: Cecilia Summers

Phone # 427-5060

Contract or Agreement: Agreement with Low Bidders

Document Name: 20130509Pro

City Obligation Amount:

Total Project Budget:

Uncommitted Account Balance:

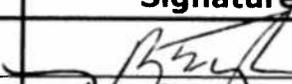
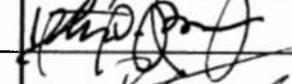
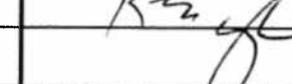
Account Number:

### Procurement Agreements

<u>Title 41</u>	<u>Competitive</u>
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### Grant-Funded Agreements

<u>Not Applicable</u>	Grant Name:
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Department	Signature	Date
1) Originating		4/30/13
2) Legal		4-30-13
3) Finance		4/30/13
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO.13-\_\_\_\_\_

**BE IT RESOLVED** by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bids meeting specifications and effectuate the following agreements on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreements are substantially in words and figures similar to those certain documents attached hereto and identified herein below with the date of May 9, 2013 appearing on the margins of the first pages, together with the signature of the City Council President and an executed copy of said documents being permanently kept on file in the Office of the City Clerk-Treasurer of the City of Huntsville, Alabama.

AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND:

<u>VENDOR</u>	<u>COMMODITY/SERVICE</u>	<u>AGREEMENT</u>
Better Built Trailers, Inc.	20 Foot Trailers	One Year
Nelson Tree Service, Inc.	Tree-Pruning Services	One Year W/Extensions

**ADOPTED** this the 9th day of May 2013 .

\_\_\_\_\_  
President of the City Council of the City of  
Huntsville, Alabama

**APPROVED** this the 9th day of May 2013.

\_\_\_\_\_  
Mayor of the City of Huntsville, Alabama

**SUMMARY OF BIDS FOR ACCEPTANCE**  
**May 9, 2013**

<b>LOW BIDDER MEETING SPECIFICATIONS</b>	<b>COMMODITY/SERVICE</b>	<b>TERM OF AGREEMENT</b>	<b>OTHER BIDS RECEIVED</b>
Better Built Trailers, Inc. Double Springs, AL	20 Foot Trailers	One Year	3
*Nelson Tree Service, Inc. Dayton, OH	Tree Pruning Services	One Year W/Extensions	

\* Current Contract Holder

**BID AWARD RECOMMENDATION**

Revised 04/17/2013



**HUNTSVILLE**  
The Star of Alabama

TO: PROCUREMENT SERVICES  
FROM: Water Pollution Control  
BID NUMBER: 43-2013-80-1  
COMMODITY/SERVICE: 20 Foot Trailers

DATE: April 19, 2013

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Better Built Trailers, Inc.

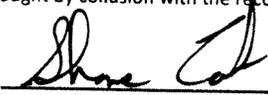
RECOMMENDATION: The Water Pollution Control Department recommends the low bidder, Better Built Trailers, Inc., for the purchase of three (3) twenty-foot trailers.

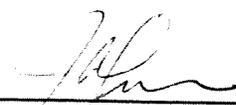
Description	Price	UOM	Comment
Better Built Trailer PH2522DT22.5K-5-A	\$15,000.00	EA	Quantity of 3

INITIAL PURCHASE: \$45,000.00  
FUNDING SOURCE: 02-8000-0804-2109  
TERM OF CONTRACT:  One Time  
 Three Months  
 One Year  
 One Year w/Additional One Year Extensions as Allowable by State Law  
 Other (explain)

**APPROVALS:**

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

  
Department Head

  
Procurement Services

Council President  
May 9, 2013  
Date

Mayor Tommy Battle  
May 9, 2013  
Date

**BID AWARD RECOMMENDATION**

Revised 04/17/2013



**HUNTSVILLE**  
The Star of Alabama

TO: PROCUREMENT SERVICES

FROM: LANDSCAPE MANAGEMENT

BID NUMBER: 44-2013-71-1

COMMODITY/SERVICE: TREE PRUNING SERVICES

DATE: April 22, 2013

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Nelson Tree Service, Inc.

RECOMMENDATION: Recommend that Nelson Tree Service, Inc. meeting all specifications be awarded the bid for Tree Pruning Services

Description	Price	UOM	Comment
Foreman - Regular Hours	23.23	HR	
Foreman - Overtime & Holiday Time	33.68	HR	
Climber - Regular Hours	19.31	HR	
Climber - Overtime & Holiday Time	28.00	HR	
Crewman/Flagman - Regular Hours	13.60	HR	
Crewman/Flagman - Overtime & Holiday Time	19.72	HR	
Power Lift Truck - 50' Minimum	14.00	HR	
Power Lift Truck - 70' Minimum	19.00	HR	

INITIAL PURCHASE: As Needed

FUNDING SOURCE: 01-7100-0511-5204

TERM OF CONTRACT:  One Time  
 Three Months  
 One Year  
 One Year w/Additional One Year Extensions as Allowable by State Law  
 Other (explain)

**APPROVALS:**

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

Procurement Services

Council President

May 9, 2013

Date

Department Head

Mayor Tommy Battle

May 9, 2013

Date