

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number _____

Meeting Type: Regular

Meeting Date: 8/8/2013

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 agreement with the low bidder meeting specifications as outlined in the attached Summary of Bid 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: 7/30/13

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance

Council Meeting Date: 8/8/2013

Department Contact: Cecilia Summers

Phone # 427-5060

Contract or Agreement: Agreement with Low Bidder

Document Name: 201300808probids

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: <input type="text"/>
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Department	Signature	Date
1) Originating	<i>ASL</i>	<i>7/30/13</i>
2) Legal	<i>Mary Deates</i>	<i>7/31/2013</i>
3) Finance	<i>ASL</i>	<i>7/30/13</i>
4) Originating	<i>D</i>	
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

SUMMARY OF BIDS FOR ACCEPTANCE
August 8, 2013

LOW BIDDER MEETING SPECIFICATIONS	COMMODITY/SERVICE	TERM OF AGREEMENT	OTHER BIDS RECEIVED
*American Overhead Door Inc. Madison, Al	Overhead Door Repair and Installation	One Year w/ Additional	0

* Current Contract Holder

BID AWARD RECOMMENDATION

Revised 04/17/2013



HUNTSVILLE
The Star of Alabama

TO: PROCUREMENT SERVICES
FROM: GENERAL SERVICES
BID NUMBER: 58-2003-7400-2 DATE: July 24, 2013
COMMODITY/SERVICE: OVERHEAD DOOR REPAIR AND INSTALLATION

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND AMERICAN OVERHEAD DOOR, INC

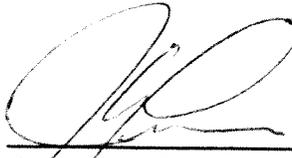
RECOMMENDATION: No bids were received for this commodity. After requesting pricing forms from the vendors, General Services recommends American Overhead door, as they were the only responsive vendor to the re

Description	Price	UOM	Comment
Technician Regular Time Rate	65.00	Hour	
Helper Regular Time Rate	25.00	Hour	
Technician Holiday Time Rate	150.00	Hour	
Helper Holiday Time Rate	65.00	Hour	
Technician Over Time Rate	125	Hour	
Helper Over Time Rate	45.00	Hour	

INITIAL PURCHASE: _____
FUNDING SOURCE: 01-7400-0301-7503
TERM OF CONTRACT: One Time
 Three Months
 One Year
 One Year w/Additional One Year Extensions as Allowable by State Law
 Other (explain) _____

APPROVALS:

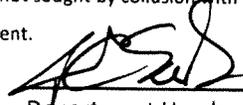
My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any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



Procurement Services

Council President
August 08, 2013

Date



Department Head

Mayor Tommy Battle
August 08, 2013

Date