

CITY COUNCIL AGENDA ITEM COVER MEMO

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

Meeting Type: Regular

Meeting Date: 7/24/2014

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

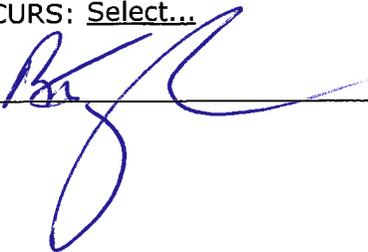
Briefly state why the action is required; why it is recommended; what Council action will provide, allow and accomplish and; any other information that might be helpful.

Routine Procurement Function

Associated Cost:

Budgeted Item: Select...

MAYOR RECOMMENDS OR CONCURS: Select...

Department Head: 

Date: 7/15/14

## ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance Council Meeting Date: 7/10/2014

Department Contact: Cecilia Summers Phone # 427-5060

Contract or Agreement: Agreement with Low Bidder

Document Name: 201400724probid

City Obligation Amount:

Total Project Budget:

Uncommitted Account Balance:

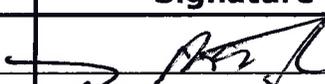
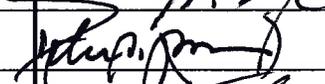
Account Number:

### Procurement Agreements

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

<b>Not Applicable</b>	Grant Name: <input style="width: 90%;" type="text"/>
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Department	Signature	Date
1) Originating		7/15/14
2) Legal		7-15-14
3) Finance		7/15/14
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO.14-\_\_\_\_\_

**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 July 24, 2014 appearing on the margin of the first page, 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>
Lee Company	HVAC Repair & Service	One Year W/Extensions
North Alabama Football Association	Football Officials	One Year W/Extensions

**ADOPTED** this the 24th day of July 2014 .

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

**APPROVED** this the 24th day of July 2014.

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

**SUMMARY OF BIDS FOR ACCEPTANCE**  
**July 24, 2014**

<b>LOW BIDDER MEETING SPECIFICATIONS</b>	<b>COMMODITY/SERVICE</b>	<b>TERM OF AGREEMENT</b>	<b>OTHER BIDS RECEIVED</b>
Lee Company Madison, AL	HVAC Repair And Service	One Year W/Extensions	
North Alabama Football Officials Association Brownsboro, AL	Football Officials	One Year W/Extensions	

\* Current Contract Holder

**BID AWARD RECOMMENDATION**

Revised 04/17/2013



**HUNTSVILLE**  
The Star of Alabama

TO: PROCUREMENT SERVICES  
FROM: GENERAL SERVICES  
BID NUMBER: 43-2004-74-2  
COMMODITY/SERVICE: HVAC REPAIR AND SERVICE

DATE: 7/14/14

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND LEE COMPANY

RECOMMENDATION: The General Services Department recommends Lee Company for the HVAC Repair and Service Bid.  
They were the lowest responsive bidder for this service.

Description	Price	UOM	Comment
Technician	\$ 55.00	Hour	
Helper	\$ 45.00	Hour	
\$0.00 - \$150 Multiplier of 1.75 mark up			
\$150 - \$2500 Multiplier of 1.25 mark up			
\$2500 and up Multiplier of 1.10 mark up			

INITIAL PURCHASE: \_\_\_\_\_

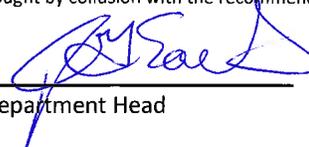
FUNDING SOURCE: 01-7400-0301-7503

- 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

  
\_\_\_\_\_  
Department Head

\_\_\_\_\_  
Council President  
July 24, 2014  
Date

\_\_\_\_\_  
Mayor Tommy Battle  
July 24, 2014  
Date

**BID AWARD RECOMMENDATION**

Revised 04/17/2013



**HUNTSVILLE**  
The Star of Alabama

TO: PROCUREMENT SERVICES

FROM: Parks & Recreation

BID NUMBER: 41-2014-72-3

DATE: July 10, 2014

COMMODITY/SERVICE: Football Officials

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND No. Alabama Football Officials Assoc.

RECOMMENDATION: Recommend North Alabama Football Officials Association be awarded the bid as they were the lowest bidder.

Description	Price	UOM	Comment
Billing rate to the City per game for (4) officials	116.00		
Billing rate to the City per game for (2) officials	58.00		

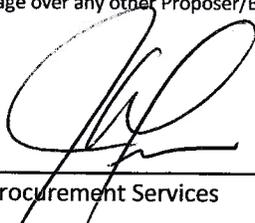
INITIAL PURCHASE: \_\_\_\_\_

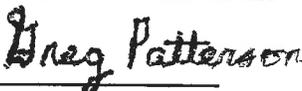
FUNDING SOURCE: \_\_\_\_\_

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

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 \_\_\_\_\_  
 Procurement Services

  
 \_\_\_\_\_  
 Department Head

\_\_\_\_\_  
 Council President  
7/24/14  
 \_\_\_\_\_  
 Date

\_\_\_\_\_  
 Mayor Tommy Battle  
7/24/14  
 \_\_\_\_\_  
 Date