

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number _____

Meeting Type: Regular

Meeting Date: 8/28/2014

Action Requested By:
Finance

Agenda Item Type
Resolution

Subject Matter:

Approval of Agreements

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: 8/20

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance

Council Meeting Date: 8/28/2014

Department Contact: Cecilia Summers

Phone # 427-5060

Contract or Agreement: Agreements with Low Bidders

Document Name: 20140828probids

City Obligation Amount:

Total Project Budget:

Uncommitted Account Balance:

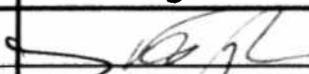
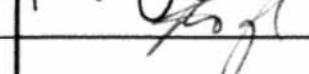
Account Number:

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		8/20
2) Legal		8-20-14
3) Finance		8/20
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 August 28, 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>
PBS Services Inc.	Port-A-Let Services	One Year W/Extensions
Duncan Parking Technologies Inc.	Hand-held Citation	One-Time

ADOPTED this the 28th day of August 2014.

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

APPROVED this the 28th day of August 2014.

Mayor of the City of Huntsville, Alabama

PBSUMMARY OF BIDS FOR ACCEPTANCE
August 28, 2014

LOW BIDDER MEETING SPECIFICATIONS	COMMODITY/SERVICE	TERM OF AGREEMENT	OTHER BIDS RECEIVED
PBS Services Inc. Killen, AL	Port-A-Let Services	One Year W/Extensions	
Duncan Parking Technologies Inc. Milwaukee, WI	Hand-Held Citation Writer	One Time	

* Current Contract Holder

BID AWARD RECOMMENDATION

Revised 04/17/2013



HUNTSVILLE
The Star of Alabama

TO: PROCUREMENT SERVICES

FROM: General Services

BID NUMBER: 46-2014-74-2

DATE: 7/31/14

COMMODITY/SERVICE: Port-A-Let Services

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND PBS Services Inc.

RECOMMENDATION: The City of Huntsville General Services Department recommends PBS Services Inc. for the Port-A-Let Services Bid. They were the lowest responsive bid for this service.

Description	Price	UOM	Comment
Cost per day regular unit	\$ 75.00	Each	
Cost per day handicap unit	\$ 100.00	Each	
Cost per month regular unit with service once per week for the month	\$ 255.00	Each	
Cost per month handicap unit with one service per week for the month	\$ 330.00	Each	
Cost per regular unit with two services per week for the month	\$ 300.00	Each	
Cost per handicap unit with two services per week for the month	\$ 375.00	Each	
Non scheduled after hours regular unit	\$ 95.00	Each	
Non scheduled after hours handicap unit	\$ 195.00	Each	

*Prices Negotiated. PBS Services was the only bid received for this bid.

INITIAL PURCHASE: _____

FUNDING SOURCE: 01-7500-0511-7503

- 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 28, 2014

 Date



 Department Head

 Mayor Tommy Battle
August 28, 2014

 Date

BID AWARD RECOMMENDATION

Revised 04/17/2013



HUNTSVILLE
The Star of Alabama

TO: PROCUREMENT SERVICES
FROM: Tommy Brown
BID NUMBER: 42-2014-8500-2
COMMODITY/SERVICE: Hand-held citation writer

DATE: 8 / 7 / 2014

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Duncan Parking Technologies, Inc

RECOMMENDATION: We recommend Duncan Parking Technologies be awarded the proposal for 11 citation writers.

Description	Price	UOM	Comment
11 Handheld Citation writers	\$ 4,500.00		includes, printer, chargers, PM & Training

INITIAL PURCHASE: \$ 49,500.00

FUNDING SOURCE: _____

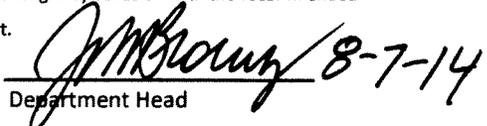
- TERM OF CONTRACT:
- One Time
 - Three Months
 - One Year
 - One Year w/Additional One Year Extensions as Allowable by State Law
 - Other (explain)

APPROVALS:

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Procurement Services



Department Head

Council President
8-28-2014

Date

Mayor Tommy Battle
8-28-2014

Date