

CITY COUNCIL AGENDA ITEM COVER MEMO

Agenda Item Number: _____

Meeting Type: Regular

Meeting Date: Oct 8, 2015

Action Requested By: Finance

Agenda 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 Acceptances.

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: Not Applicable

MAYOR RECOMMENDS OR CONCURS: _____

Department Head: 

Date: 9/29/15

ROUTING SLIP CONTRACTS AND AGREEMENTS

Originating Department: Finance

Council Meeting Date: 10/8/2015

Department Contact: Cecilia Summers

Phone # 256-427-5060

Contract or Agreement: Agreement with Low Bidder

Document Name: 20151008pro bids

City Obligation Amount: _____

Total Project Budget: _____

Uncommitted Account Balance: _____

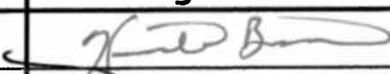
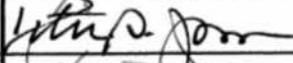
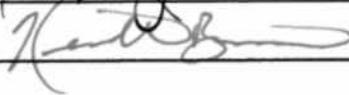
Account Number: _____

Procurement Agreements

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

Select...	Grant Name: _____
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Department	Signature	Date
1) Originating		9/29/15
2) Legal		10-1-15
3) Finance		9/29/15
4) Originating		
5) Copy Distribution		
a. Mayor's office (1 copies)		
b. Clerk-Treasurer (Original & 2 copies)		

RESOLUTION NO.15-_____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bid meeting specification and effectuate the following agreements on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreement is substantially in words and figures similar to those certain document attached hereto and identified herein below with the date of October 8, 2015 appearing on the margin of the first page, together with the signature of the City Council President and an executed copy of said document 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>
Alabama Lawn Masters Inc.	CRP Annuals Planting & Maint	One Year W/Extensions

ADOPTED this the 8th day of October 2015.

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

APPROVED this the 8th day of October 2015.

Mayor of the City of Huntsville, Alabama

SUMMARY OF BIDS FOR ACCEPTANCE
October 8 , 2015

LOW BIDDER MEETING SPECIFICATIONS	COMMODITY/SERVICE	TERM OF AGREEMENT	OTHER BIDS RECEIVED
Alabama Lawn Masters Inc. Huntsville, AL	CRP Annuals Planting & Maintenance .	One Year W/Extensions	

* Current Contract Holder

BID AWARD RECOMMENDATION

Revised 04/17/2013



HUNTSVILLE
The Star of Alabama

TO: PROCUREMENT SERVICES
FROM: Landscape Management
BID NUMBER: 4-2016-71-1
COMMODITY/SERVICE: CRP Annuals Plantings & Maint

DATE: 9/28/15

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Alabama Lawn Masters, Inc.

RECOMMENDATION: Recommend Alabama Lawn Masters, Inc. meeting all specifications be awarded the bid for Cummings Research Park Annuals Planting & Maintenance

Description	Price	UOM	Comment
I. Fall Annuals Planting & Maintenance			
Fall Planting of Seasonal Flowers	\$ 18,315.00	year	
Monthly Maintenance of Fall Seasonal Flowers	\$ 367.50	month	x 6 months = \$ 2205.00
II. Spring Annuals Planting & Maintenance			
Spring Planting of Seasonal Flowers	\$ 17,150.00	year	
Monthly Maintenance of Spring Seasonal Flowers	\$ 367.50	month	x 6 months = \$ 2205.00

INITIAL PURCHASE: \$ 39,935.00

FUNDING SOURCE: 3700-71-00000-516010-00000000-00000

- 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
10/8/2015

Date

Mayor Tommy Battle
10/8/2015

Date