



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		March 14, 2016		
Department:		Procurement & Project Management		
Department Head		Diane Plamer-Boeck		
Agenda Coordinator (include phone #): Teresa Shelstad x7539				
CAPTION				
Bid No. 2016-0112-B for the purchase of Steel Signal Poles to be utilized by Public Works Department to Sanpec, Inc. in the amount of \$165,712 and authorizing the City Manager to execute all necessary documents.				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: 2015-16	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	1,117,055	0	1,117,055
Encumbered/Expended Amount	0	-414,753	0	-414,753
This Item	0	-165,712	0	-165,712
BALANCE	0	536,590	0	536,590
FUND(s): WAREHOUSE				
COMMENTS: Funds are available in the FY 2015-16 Adopted Budget to purchase Steel Signal Pole Assembly Fabrication for Warehouse Inventory Stock. Remaining balance will be used for other Inventory purchases. STRATEGIC PLAN GOAL: Providing Steel Signal Pole Assembly Fabrication for Warehouse Inventory relates to the City's Goal of a Financially Strong City with Service Excellence.				
SUMMARY OF ITEM				
See attached recommendation memo.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Recommendation Memo				
Bid Recap				



Memorandum

Date: February 15, 2016

To: Diane Palmer-Boeck, Director of Procurement and Project Management

From: Josh Mathewes, Inventory Control /Asset Disposal Supervisor

Subject: Award of Bid #2016-0112-B Steel Signal Pole Assembly Fabrication

It is the recommendation from Inventory Control/ Asset Disposal (ICAD) based on inventory requirements and Public Works based on specifications to award of 2016-0112-B to Sanpec, Inc., the lowest responsive, responsible bidder.

The total estimated expenditure for this purchase is \$165,712.

Failure to award this bid could result in extended lead times, higher procurement costs and the inability to provide inventory in an emergency or maintenance situation.

The specifics of this bid are on file with the Purchasing Division.

Josh Mathewes
Inventory Control/Asset Disposal
Supervisor

CITY OF PLANO

BID NO. 2016-0112-B
Steel Signal Pole Assembly Fabrication

BID RECAP

Bid opening Date/Time: February 9, 2016 @ 2:00 pm

Number of Vendors Notified: 316

Vendors Submitting "No Bids": 0

Bids Evaluated Non-Responsive to Specifications: 0

Number of Bids Submitted Responsive to Bid: 4

Sanpec, Inc.	\$165,712
Structural steel Productions	\$279,860
Union metal Corporation	\$281,596
Techline, Inc.	\$429,928

Recommended Vendors:

Sanpec, Inc.	\$165,712
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Teresa Shelstad

February 9, 2016

Teresa Shelstad
Buyer I

Date