



**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:	4/12/10
Department:	Purchasing/ICAD
Department Head	Mike Ryan/Bob Smeby
Agenda Coordinator (include phone #): Earl Whitaker x7074	

CAPTION

Bid No. 2010-48-C for a one (1) year contract with three (3) City optional renewals for the purchase of large and small plastic meter box lids to Bass and Hays Foundry, Inc. in an estimated amount of \$114,120.00 and authorizing the City Manager to execute all necessary documents.

FINANCIAL SUMMARY

NOT APPLICABLE OPERATING EXPENSE REVENUE CIP

FISCAL YEAR: 2009-10, 2011-12, 2012-13	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		1,000,000	360,000	1,360,000
Encumbered/Expended Amount	0	-590,726	0	-590,726
This Item	0	-114,120	-360,000	-474,120
BALANCE	0	295,154	0	295,154

FUND(S):

COMMENTS: This item approves price quotes. Expenditures will be made in the Inventory Stock department based on need within the approved budget appropriations for each year of the contract. The estimated annual amount to be spent in FY 2009-10 is \$114,120. The estimated future annual amount is \$360,000, which will be made within approved budget appropriations. Remaining balance will be used for other Inventory purchases.

STRATEGIC PLAN GOAL: The contracted purchase of plastic meter box lids relates to the City's goal of a "Financially Strong City with Service Excellence."

SUMMARY OF ITEM

Staff recommends the approval of a one (1) year contract with three (3) City optional renewals for the purchase of large and small plastic meter box lids to be utilized by Utility Operations to Bass and Hays Foundry, Inc. in an estimated amount of \$114,120.00 (Bid No. 2010-48-C).

List of Supporting Documents: Award Memo, Bid Recap	Other Departments, Boards, Commissions or Agencies N/A
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MEMORANDUM

DATE: MARCH 4, 2010

TO: EARL WHITAKER

FROM: GENTRY STRICKLAND

SUBJECT: AWARD OF BID 2010 – 48 – C Plastic Meter Box Lids

I have completed the review and evaluation of proposals submitted in the above mentioned bid. I have also completed the evaluation of samples provided by the vendors.

The DFW Plastics sample did not meet specs in relation to dimensions for line item 2. Under the section *Estimated Quantities* as well as the section *Load Testing*, dimensions are provided as small lids having to be 12-1/2" x 15/32" x 10-17/32". The DFW Plastics sample measures 12-1/4" x 15/32" x 10-1/4". Due to this difference, the DFW sample does not fit well on the box. It is a sloppy fit and is easily pried off of the box. With this being said, I'm afraid we could face liability situations by using this lid in the field.

The Bass & Hays Foundry, Inc. sample small meter box lid meets the specs of our bid. The dimensions are correct and the lid fits well on the box.

There is a \$3.22 per lid difference between DFW Plastics and Bass & Hays Foundry, Inc. proposals for line item 2. When this difference is formulated into the estimated quantities provided in the specs, it equals roughly \$18,000 per year. But, one liability case can quickly add up to more than that.

It is my recommendation to award the entire bid to Bass & Hays Foundry, Inc. in the amount of \$114,120.

CITY OF PLANO

BID NO. 2010-48-C Plastic Meter Box Lids

BID RECAP

Bid opening Date/Time: February 1, 2010 @ 3:00 pm

Number of Vendors Notified: 708

Vendors Submitting "No Bids": 1

Number of Bids Submitted: 3

DFW Plastics Inc.

Large Plastic Meter Box Lid =	\$ 28,800.00
Small Plastic Meter Box Lid =	<u>\$ 72,000.00 *</u>
Total	\$100,800.00

Bass & Hays Foundry, Inc.

Large Plastic Meter Box Lid =	\$ 22,800.00
Small Plastic Meter Box Lid =	<u>\$ 91,320.00</u>
Total Bid:	\$114,120.00

Ferguson Waterworks

Large Plastic Meter Box Lid =	\$ 31,554.00
Small Plastic Meter Box Lid =	<u>\$ 116,940.00</u>
Total Bid:	\$148,494.00

***Bids Evaluated Non-Responsive to Specification:** One (1), DFW Plastics Inc.
(Upon receipt of Small Plastic Meter Box Lid sample, item was determined to be non-responsive to specifications.)

Recommended Vendor:

Bass & Hays Foundry, Inc. \$ 114,120.00

Earl S. Whitaker

February 11, 2010

Earl S. Whitaker
Buyer

Date