



**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:		5-13-2013			
Department:		Public Works			
Department Head		Gerald Cosgrove			
Agenda Coordinator (include phone #): Nancy Corwin X7137					
CAPTION					
Bid No. 2013-64-C for a one (1) year contract with three (3) City optional renewals for Top Soil, Sand and Expanded Shale for the Public Works, Environmental Waste Services Division, to CJA Enterprises LLP in the estimated annual amount of \$65,000, 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:	2012-13,13-14,14-15,15-16	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	65,000	195,000	260,000
Encumbered/Expended Amount		0	-25,955	0	-25,955
This Item		0	-39,045	-195,000	-234,045
BALANCE		0	0	0	0
FUND(s): SUSTAINABILITY & ENVIRONMENTAL SERVICES FUND					
<p>COMMENTS: COMMENTS: This item approves price quotes. Expenditures will be made in the Public Works, Environmental Wastes Services Division based on need within the approved budget appropriations for each year of the contract. The estimated annual amount is \$65,000.</p> <p>STRATEGIC PLAN GOAL: Contracts for the purchase of soil relates to the strategic goal of Financially Strong City with Service Excellence.</p>					
SUMMARY OF ITEM					
The Public Works, Environmental Waste Services Division, recommends award of the 2013-64-C Top Soil, Sand and Expanded Shale bid to CJA Enterprises LLP in the estimated annual amount of \$65,000. CJA Enterprises LLP is the lowest responsive, responsible bidder.					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Recommendation Memo, Bid Recap					



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Fax No. 214-964-4172



MEMORANDUM

DATE: April 18, 2013

TO: Diane Palmer-Boeck, Purchasing Manager

FROM: Sherrian Jones, Sales & Marketing Manager Compost Operations

SUBJECT: Recommendation to Award Bid: 2013-64-C Top-Soil, Sand & Expanded Shale

The City of Plano bid top-soil, sand and expanded shale for delivery to 121 Regional Composting facility located in Melissa Texas. Purchasing Department's analysis indicates CJA Enterprises LLP, as the lowest bidder. We have reviewed the specifications and verified CJA Enterprises LLP, complies with the specifications as defined in the bid.

It is our recommendation to award the contract to CJA Enterprises LLP as follows:

Top Soil	@ \$18.00 cy delivered
Sand	@ \$14.65 cy delivered
<u>Expanded Shale:</u>	<u>@ \$63.50 cy delivered</u>
Total	\$96.15 cy delivered

This bid award does not guarantee full bid quantities or dollar amounts but will be based upon necessary soil usage set by market demand and the anticipated \$65,000 annual budget for each year.

Impact of not awarding this bid would force purchases of soil on an "as needed" basis from area vendors at an elevated price point, impact to customer service, should soil not be available deliveries could not be made resulting in lost revenues and shrinking client base.

c: Robert Smouse
Shaun Worley

CITY OF PLANO

Bid NO. 2013-64-C
Top Soil, Sand and Expanded Shale for Compost Operations
Bid RECAP

Bid opening Date/Time: February 7, 2013 @ 3:00 PM

Number of Vendors Notified: 795

Vendors Submitting "No Bids": 0

Number of Bids Considered: 3

Top Soil

CJA Enterprises LLP	\$18.00 cy
David Copeland Sand Gravel Inc.	\$23.00 cy
Neese Materials, Inc.	\$25.85 cy

Sand

CJA Enterprises LLP	\$14.65 cy
David Copeland Sand Gravel Inc.	\$15.00 cy
Neese Materials, Inc.	\$19.91 cy

Expanded Shale

CJA Enterprises LLP	\$63.50 cy
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Recommended Vendor(s):

CJA Enterprises LLP - Top Soil	\$18.00 cy
CJA Enterprises LLP - Sand	\$14.65 cy
CJA Enterprises LLP - Expanded Shale	\$63.50 cy

Nancy Corwin

February 7, 2013
