



REQUEST FOR CITY COUNCIL ACTION

MEETING DATE:

July 17, 2019

DEPARTMENT:

Finance

DIVISION:

Purchasing

- ☒ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☐ Ordinance - Adoption
- ☐ Public Hearing

TITLE:

Bid Award: Graphic Vehicle Decals

SUMMARY RECOMMENDATION:

Award to the lowest responsive/responsible bidder, a one-year contract for Graphic Vehicle Decals, with the option to renew for four additional one-year periods, depending on the appropriation of funds and satisfactory performance, at an estimated annual expenditure of \$20,000.00 to:

Sign Pro Yuma, Arizona

(Public Works-Fleet Services - Bid #2019-20000124) (Joel Olea / Robin R. Wilson)

REPORT:

Previously, the City had solicited and rejected bids received due to the vendors not providing or completing the required information requested in the solicitation. Staff modified the solicitation by changing the specifications and held a pre-bid meeting to go over the requirements of the solicitation.

The City received three bid responses and staff recommends awarding the lowest responsive/responsible bidder. This contract will be used to obtain graphic vehicle decals for all fleet vehicles for the maintenance and repairs related to maintaining the City's fleet and service vehicles. The City requires that purchases be made as needed for these items in support of daily operations.

FISCAL REQUIREMENTS	CITY FUNDS:	\$20,000.00	BUDGETED:	\$20,000.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00 \$0.00 \$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP: Various Accounts	
	TOTAL:	\$20,000.00		
	FISCAL IMPACT STATEMENT: Funds are/will be included in the current and future Operating Budgets.			
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK: 1. 2. 3. 4. 5.			
	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL? <input checked="" type="radio"/> Department <input type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified			
SIGNATURES	CITY ADMINISTRATOR:		DATE:	
	John D. Simonton		7/15/2019	
	REVIEWED BY CITY ATTORNEY:		DATE:	
	Richard W. Files		7/9/2019	
SIGNATURES	RECOMMENDED BY (DEPT/DIV HEAD):		DATE:	
	Lisa Marlin		6/28/2019	
SIGNATURES	WRITTEN/SUBMITTED BY:		DATE:	
	Mary E. Roman / Robin R. Wilson		6/27/2019	