

MEMORANDUM

Purchasing #23-018
April 4, 2023

To: Gregory P. Harrison, City Manager

Through: Carla R. Byrd, General Services Director

From: Jeff English, Purchasing Agent

Subject: Award Bid T-36-22 Furnish and Install Ice Machine in Alsdorf Park

Contract Need/Background

Invitation to Bid (ITB) T-36-22 was issued to obtain bids to establish a contract for the furnishing and installation of an ice machine in Alsdorf Park. Bid award is recommended to Kooler Ice, Inc., the sole bidder, which was deemed a responsive and responsible bidder.

Attached are the memorandum and the bid award recommendation form submitted by the Engineering Department, the bid tabulation, and solicitation document.

Bidders List

The Bidders List was created by using companies suggested by the requesting department, companies that have responded to prior bids and companies that have registered as bidders.

Number of companies submitting bids 1

Advertising

The ITB was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The ITB package was also posted on the City's eBid System for download by interested companies and sent to all registered bidders by email.

Funding

The \$111,250.00 project will be paid from budgeted funds in account 001-3920-572.64-40 General Fund/Machinery & Equipment.

Award Recommendation

After reviewing the responses to this solicitation with the Engineering Department, it is recommended an award for ITB T-36-22 be made to the sole bidder, Kooler Ice, Inc., which was deemed a responsive and responsible bidder, in the amount of \$111,250.00 for its bid.

Enclosures
cc: file