

# MEMORANDUM

Purchasing #18-081  
August 30, 2018

To: Gregory P. Harrison, City Manager

Through: Otis J. Thomas, General Services Director

From: Jeff English, Purchasing Agent

Subject: Award Bid E-36-18, Emma Lou Olsen Civic Center Lobby Renovation

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## Contract Need/Background

Bid E-36-18 was issued to obtain bids from construction firms for furnishing all labor, equipment, tools, and materials necessary to renovate the lobby of the Emma Lou Olson Civic Center. Bid award is recommended to the lowest responsive and responsible bidder.

Attached you will find copies of a memorandum and the bid award recommendation form submitted by the Engineering Department, and copies of the bid tabulation, and bid 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 firms submitting bids.....6

## Advertising

Notices were sent to bid notice agencies throughout the nation. The bid package was also posted on the City's eBid System for download by interested firms and sent to all registered bidders by email.

## Funding

The project will be funded from budgeted funds in account 302-7562-572.65-12/16284 - Capital Project/Emma Lou Olsen Improvements.

## Market Research

The General Services Department conducted outreach to twenty-seven (27) local Pompano Beach small construction companies to inform them of the solicitation.

## Award Recommendation

After reviewing the responses to this bid with the Engineering Department it is recommended the award for E-36-18 be made to the lowest responsible bidder A Ruiz Kasbar Construction Co., Inc. DBA Ark Construction Co., Inc., in the amount of \$112,654.00 for the bid.

Enclosures  
cc: file