

## MEMORANDUM

Purchasing #20-021

July 16, 2020

To: Gregory P. Harrison, City Manager

Through: Steve Stewart, General Services Director

From: Jeffrey English, Purchasing Agent

Subject: Award Bid E-09-20, Asphalt Picked Up As Needed

### Contract Need/Background

Bid E-09-20 was issued to establish an annual, open-end contract for the purchase of asphalt, picked up as needed, for use by the Public Works Department (Streets). Usage will include patching of streets after utilities repairs, filling of potholes, etc., throughout the City. Bids were evaluated based on total cost to the City, including product cost and costs for travel time to the asphalt production plants. Primary bid award is recommended to Hardrives, Inc., the low responsive bidder per Item, and alternate bid award to Weekley Asphalt Paving, the other responsive bidder per Item. The alternate company is to be used should the material be unavailable from the primary contractor. All awards are at the unit prices bid.

Attached you will find copies of the memorandum and the bid award recommendation form submitted by the Public Works Department, 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, companies that have requested their names be placed on the Bid List, and companies from appropriate listings in other source books.

Number of firms responding with complete bids.....2

### Advertising

The Bid was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. Bid notices are also posted on the City's web page.

### Funding

Based on the estimated quantity of asphalt to be purchased, and the unit prices submitted with the bid, annual expenditures for asphalt may total \$254,644.00. Asphalt will be picked up, as needed, from budgeted funds in account 001-3060-530.46-10 General Fund/Streets/Repair & Maintenance Land, Buildings, Improvements.

Purchasing #20-021  
Page 2  
July 16, 2020

### Market Research

The General Services Department notified roadway material suppliers, to inform them about this project. A total of seven (7) local companies were notified.

### Award Recommendation

It is recommended that a primary one-year contract be awarded to Hardrives, Inc., the low responsive bidder per Item, and that an alternate contract be awarded to Weekley Asphalt Paving, the other responsive bidder per Item. The contract period will be one (1) year, commencing upon award by the Commission. The contract may be renewed for two (2) additional one-year periods, subject to the terms and conditions contained in the bid specifications.

/je  
enclosures

cc: file