

Introduced by: Interim City Manager
Moyer
Date: July 22, 2014
Public Hearing: August 12, 2014
Action:
Vote:

CITY OF BETHEL, ALASKA

Ordinance #14-17

AN ORDINANCE BY THE BETHEL CITY COUNCIL AMENDING CHAPTER 4.20 PURCHASING

THEREFORE BE IT ORDAINED by the City Council of Bethel, Alaska, that the Bethel Municipal Code shall be amended and revised as follows:

SECTION 1. Classification. This ordinance is of a permanent nature and shall become a part of the Bethel Municipal Code.

SECTION 2. Amending BMC Title 4.20 The Bethel Municipal Code is amended as follows (new language is underlined and ~~old language is stricken out~~):

4.20.100 Competitive sealed proposals.

A. Conditions for Use. When the purchasing agent determines, in writing, that the use of competitive sealed bidding is either not practicable or not advantageous to the city, a contract may be entered into by use of the competitive sealed proposal method.

B. Request for Proposals. Proposals shall be solicited through a request for proposals.

C. Public Notice. Adequate public notice of the request for proposals shall be given in the same manner as provided in BMC [4.20.090\(C\)](#).

D. Receipt of Proposals. No proposals shall be handled so as to permit disclosure of the identity of any offeror or the content of any proposal to competing offerors during the process of negotiation. A register of proposals shall be prepared containing the name of each offeror, the number of modifications received, if any, and a description sufficient to identify the item offered. The register of proposals shall be open for public inspection only after contract award. The name of the proposer may be disclosed to the City Council upon presentation of a negotiated contract for review and possible approval.

E. Evaluation Factors. The request for proposals shall state the relative importance of price and other evaluation factors. The evaluation factors shall include a statement that

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any local business submitting a proposal shall receive a five (5) percent preference in evaluating the proposed price.

F. Discussion with Responsible Offerors and Revisions to Proposals. As provided in the request for proposals, discussions may be conducted with responsible offerors who submit proposals determined to be reasonably susceptible of being selected for award for the purpose of clarification to assure full understanding of, and conformance to, the solicitation requirements. Offerors shall be accorded fair and equal treatment with respect to any opportunity for discussion and revisions of proposals and such revisions may be permitted after submissions and prior to award for the purpose of obtaining best and final offers. In conducting discussions, there shall be no disclosure of the identity of competing offerors, or of any information derived from proposals submitted by competing offerors.

G. Award. Award shall be made to the responsible offeror whose proposal is determined in writing to be the most advantageous to the city, taking into consideration price and the evaluation factors set forth in the evaluation. The contract file shall contain the basis on which the award was made.

SECTION 5. Effective Date. This section shall become effective August 13, 2014.

ENACTED THIS ____ DAY OF _____ 2014, BY A VOTE OF ___ IN FAVOR AND ___ OPPOSED.

Joseph A. Klejka , Mayor

ATTEST:

Lori Strickler, City Clerk