

## City of Bethel Action Memorandum

Action memorandum No.	18-59		
Date action introduced:	August 28, 2018	Introduced by:	Peter Williams, City Manager
Date action taken:	August 28, 2018	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

**Action Title:** Authorizing the City Manager to negotiate and execute a contract with the top scoring proposer for the purchase and installation of playground equipment at Owl Park.

**Attachment(s):** Proposed Contract for Services

Department/Individual:	Initials:	Remarks:
Pete Williams, City Manager		
Jim Wyckoff, Purchasing Agent		
Patty Burley, City Attorney	<i>PB</i>	Procurement process complied with BMC & AK law

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
XX	Funds in City Budget.	
	Funds not in City Budget.	

### Summary Statement:

On July 9, a Request for Proposals for the Purchase and Installation of Playground Equipment at Owl Park was released. The RFP was open until August 3, 2018. During the time it was open, two (2) addenda were issued. No protests as to the contents or validity of the RFP itself were filed. No protests to the award were received either.

A total of two (2) responses were received and scored by a team of 3 employees. Scoring was overseen by the Purchasing Agent. After reviewing and scoring the proposals, the one with the highest score was chosen.

### Summary of Scores

	Company A (Chosen)	Company B (not chosen)
Price	72	75
Equipment Proposed	104	100
Experience	57	52
Schedule/Installation Plan	57	50
<b>TOTAL</b>	<b>290</b>	<b>277</b>

A proposed contract is attached.