

## City of Bethel Action Memorandum

Action memorandum No.	19-08		
Date action introduced:	01/08/19	Introduced by:	Peter Williams, City Manager
Date action taken:	January 8, 2019	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	KM		

**Action Title:** Authorize the City Manager to negotiate and execute a Purchase Agreement with Totem Equipment & Supply, Inc., for the purchase of a Self-Contained Steamer Trailer.

**Attachment(s):** Draft Purchase Agreement

Department/Individual:	Initials:	Remarks:
Peter A. Williams, City Manager		
Bill Arnold, Public Works Director		
Patty Burley, City Attorney		Contract Reviewed, no legal concerns

Amount of fiscal impact:		Account information:
	No fiscal impact at this time.	
\$52,000	Funds in City Budget.	10-66-690 (per Budget Mod 18-12(d))
	Funds not in City Budget.	

### Summary Statement

On October 23, 2018, the City Council approved a budget modification to allow for the purchase of a steamer. On November 28, 2018, a Request for Bids was issued requesting bids for the purchase of that steamer. The receipt of bids closed on December 24, 2018 with 3 bids having been received. No protests were received within the deadline. City Administration proposes to purchase a Steamer from the lowest bidder.

Bids received:

Totem Equipment & Supply (LOWEST)	\$52,000
Craig Taylor Equipment	\$52,460
Yukon Equipment	\$57,880

The attached Purchase Agreement was submitted in draft form along with the Request for Bids and has been filled out in accordance with the lowest bid received.