

City of Bethel Action Memorandum

Action memorandum No.	19-33		
Date action introduced:	May 28, 2019	Introduced by:	W. Howell, Acting C. Manager
Date action taken:	May 28, 2019	<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 proposers for the provision of services by an Electrician.

Attachment(s): Proposed Contract for Services

Department/Individual:	Initials:	Remarks:
Christine Blake, Finance Director		
William F. Howell, III, Acting City Manager		
Bo Foley, Purchasing Agent	BF	Two responders to RFB, unanimous scoring
Patty Burley, City Attorney	PB	Procurement process complied with BMC & AK law

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

Summary Statement:

Late in 2018 the City sent notice to the Electrician on contract that it was terminating the contract and going back out for procurement. The reasoning was that the City had gone from three (3) electricians on the stand-by list to just one and competition was no longer assured. Additionally, the City wanted to provide every opportunity it could to have local companies available for the electrical needs of the City.

On March 27, 2019, a Request for Proposals was released. The RFP was open until April 26. During the time it was open, no addenda were issued and no protests were received regarding the RFP itself.

A total of two (2) responses were received and scored by a team of three (3) City employees. Scoring was done independently with the Purchasing Agent overseeing the process.

Scoring was as follows:

Company A: 85 Points

Company B: 75.3 Points

The attached contract is being proposed for both companies. The top scorer will be called first

each time. Only when Company A turns down or is unable to do a project will Company B be called.

The proposed contract for Company A is attached.