

City of Dillingham Action Memorandum

Agenda of: September 10, 2015

Action Memorandum No. 2015-17

Subject:

Authorize the City Manager to Execute a Contract with Elite Mechanical to Replace the Dock Lift Station

City Manager: Recommend Approval

Signature: Rose Loera

Fiscal Note: Yes No

Funds Available: Yes No

Other Attachments:

- None

Summary Statement:

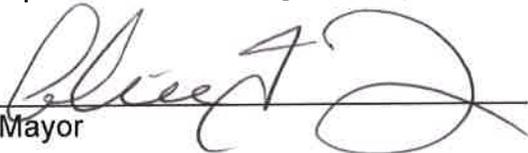
The purpose of this Action Memorandum is to authorize the City Manager to execute a Contract for the replacement of the dock lift station.

RFP 2015-17 was advertised for the required period soliciting proposals from qualified vendors to include the pumps, electrical, and building. Bids were opened August 19, at 4 PM. Elite Mechanical provided the documents required with the bid, was the only bidder and the lowest responsible bidder. The amount of the bid was \$1,140,870.

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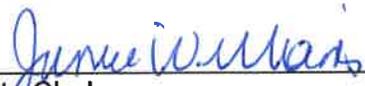
Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council
on 9/10/15.


Mayor

ATTEST:

[SEAL]


City Clerk

| Route to | Department Head | Date |
|----------|-----------------------|---------|
| X | Finance Director | 9/14/15 |
| X | Public Works Director | 9/14/15 |
| | | |
| X | City Clerk | 9/14/15 |

City of Dillingham
Fiscal Note

Agenda Date: September 10, 2015

Request: 2016 Contract for Petroleum Products for the City

ORIGINATOR: Rose Loera

| | | | |
|---|----------------------------|---|----------|
| FISCAL ACTION (TO BE COMPLETED BY FINANCE) | | FISCAL IMPACT <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO | |
| AMOUNT REQUESTED: <p style="text-align: right;">\$300,500</p> | | FUNDING SOURCE <p style="text-align: center;">General & Special Revenue Funds</p> | |
| FROM ACCOUNT <p style="text-align: right;">Various Dept. Accounts \$300,500</p> | | Project <p style="text-align: center;">Diesel and Gas Needs throughout the City</p> | |
| TO ACCOUNT: | VERIFIED BY: Navin Bissram | Date: | 9/2/2015 |

EXPENDITURES

| OPERATING | FY16 | | | |
|---------------------------|----------------------|-------------|-------------|-------------|
| Personnel | | | | |
| Fringe Benefits | | | | |
| Gravel | | | | |
| Road Maintenance Products | | | | |
| Land/Buildings | | | | |
| Diesel & Gas | \$300,500 | | | |
| TOTAL OPERATING | \$ 300,500.00 | \$ - | \$ - | \$ - |

| | | | | |
|---------|--|--|--|--|
| CAPITAL | | | | |
|---------|--|--|--|--|

| | | | | |
|---------|--|--|--|--|
| REVENUE | | | | |
|---------|--|--|--|--|

FUNDING

| | | | | |
|------------------------------|----------------------|-------------|-------------|-------------|
| General & Special Rev. Funds | \$300,500 | | | |
| State/Federal Funds | | | | |
| Other | | | | |
| TOTAL FUNDING | \$ 300,500.00 | \$ - | \$ - | \$ - |

POSITIONS

| | | | | |
|-----------|--|--|--|--|
| Full-Time | | | | |
| Part-Time | | | | |
| Temporary | | | | |

ANALYSIS: (Attach a separate page if necessary)

See Attached Action Memorandum 2015-18

PREPARED BY: Rose Loera

September 2, 2015

DEPARTMENT: Administration

APPROVED BY: Navin Bissram

2-Sep-15