City of Dillingham Action Memorandum Agenda of: April ~~6~~ 13, 2017

Action Memorandum No. 2017-03

Subject:

Authorize City Manager to execute a contract to purchase an additional 2,500 cubic yards of gravel from Snag Point Trucking & Snow Removal

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City Manager: Recommend Approval

Signature: Rose Loera

Fiscal Note: ☑ Yes ☐ No **Funds Available:** ☑ Yes ☐ No

Other Attachments:

RFP 2017-01 Notice of Intent to Award

Summary Statement:

Public Works was in need of an additional 2,500 cubic yards of gravel to be used as cover for the landfill. In response to these needs, RFP 2017-01 was issued. Bids closed at 3:00 PM on March 24, 2017. Bidders of record include:
Snag Point Trucking & Snow Removal at $10.20 per c.y.
Bennett Enterprises at $10.30 per c.y.
JJC Enterprises at $12.75 per c.y.
Cruz Construction at $25.00 per c.y.

Funding from Landfill Gravel code 2100 7395 30 30

Action Memorandum No. 2017-03

Summary Statement continued:

PASSED and APPROVED by a duly constituted quorum of the Dillingham City Council on April 13, 2017.

Mayor

ATTEST: [SEAL]

City Clerk

Route to	Department Head	Date
X	Finance Director	
X	Public Works Director	
X	Finance Director	
X	City Clerk	

NOTICE OF INTENT TO AWARD

ISSUE DATE: March 28, 2017

RFP NUMBER AND TITLE: RFP 2017-01 Furnish Additional Aggregate for FY17

RFP DEADLINE: March 24, 2017 at 3:00 PM

BIDDERS OF RECORD INCLUDE:

-Cruz Construction
-Snag Point Trucking & Snow Removal
-Bennett Enterprises, LLC
-JJC Enterprises, Inc

Based on the evaluation criteria established in the Request for Proposal (RFP), the City of Dillingham hereby provides notice of its intent to award the contract to this vendor:

Snag Point Trucking & Snow Removal
PO Box 35
Dillingham, AK 99576

Any bidder who believes the contract has been improperly awarded may file a protest with the City Clerk, Janice Williams, within 5 working days from the date of this notice and appear in person before the City Council according to the provision of the Dillingham Municipal Code Section 4.30.100 E.

The entire Dillingham Municipal Code can be found on the City's website.

Prior to issuance of a Notice to Proceed, the successful bidder must provide the following documents to the City of Dillingham prior to C.O.B on April 3, 2017:

-Current, Valid State of Alaska & City of Dillingham Business Licenses
-Vehicle Liability Insurance
-Certificate of Insurance & Worker's Compensation
-Proof of Commercial Insurance

The successful vendor is instructed not to begin work, purchase materials, or enter into subcontracts relating to the project until both the recipient and the City have signed the contract or the vendor has been otherwise notified. AS 36.30.365.

Rose Loera

Rose Loera, City Manager
(907) 842-5148
manager@dillinghamak.us