

**CITY MANAGER PROCUREMENT AWARD**

**ACTION REQUESTED:**

Approve the award of Bid 18-260, Cartage Services, to International Hauling & Excavating Inc. for an amount not to exceed \$75,000 and for a one-year term

**DEPARTMENT:** Department of Public Works

**SUBMITTED BY:** Richard Dublinski, Director

**BOARD/COMMISSION REVIEW:**

N/A

**BACKGROUND:**

The Department of Public Works issued Bid 18-260 to contract with a cartage service vendor to provide six-wheelers or semi-tractors to haul leaves and/or brush, asphalt for paving, storm debris, construction spoils, and snow from the Central Business District and commuter parking lots. This equipment is used for large-scale, short-duration projects, and the equipment is driven and operated by contracted staff. This contract avoids the costs associated with owning additional equipment, as the City pays only for the days the trucks are actually used.

**DISCUSSION:**

Advertise Date:	10/15/2018	Notices Sent:	14
Opening Date:	10/30/2018	Planholders:	1
		Responses Received:	1

The following bid was received:

<b>Firm</b>	<b>6-Wheeler Hourly Rate</b>	<b>Semi-Tractor Hourly Rate</b>	<b>Total Bid Amount</b>
International Hauling and Excavating Inc.	\$90	\$98	\$33,900

The award amount is different than the total bid amount because the quantities in the bid are used to set the hourly rate for each type of equipment. The award amount is based on historical usage and the budgeted amount for this service.

The term of the contract is from the date of award through September 30, 2019 with two one-year options to renew.

**FISCAL IMPACT:**

CIP #:SC223

Cartage Services are expensed to the operational service and infrastructure accounts below. A total of \$50,000 has been budgeted in the General Fund in 2019 for cartage services associated with snow removal, leaf removal and storm debris.

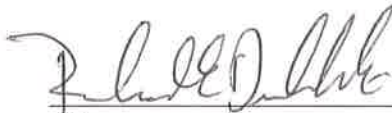
Cartage services associated with snow removal in the downtown area and at the train station are budgeted in the SSA #26 and Commuter Parking Funds. A total of \$5,000 is anticipated to be needed from SSA #26 and \$10,000 is anticipated to be needed from the Commuter Parking Fund.

Cartage Services associated with SC223, Alley Improvement Program, are expensed to the Road and Bridge Fund. A total of \$110,000 has been budgeted in this account for SC223 in 2019. An anticipated \$10,000 will be needed for cartage of construction spoil related to the Alley Improvement Program.

The requested award of \$75,000 is within the budgeted amount for this expense.

Account Number	Fund Description	Total Budget Amount
31251100-531308	General Fund	\$1,607,225
31254300-531308	SSA #26 Fund	\$472,520
31251200-531308	Commuter Parking Fund	\$242,450
31252400-551502	Road and Bridge Fund	\$110,000

**SUBMITTED BY:**

  
Richard Dublinski, Director  
Department of Public Works

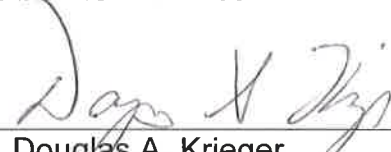
11/25/18  
Date

  
Rachel Mayer  
Chief Procurement Officer

11/29/18  
Date

KAS  
11/19/18

**APPROVED BY:**

  
Douglas A. Krieger  
City Manager

11/20/18  
Date