

City of Fairhope

Project Funding Request

Issuing Date: 3/18/2019Please return this Routing Sheet to Treasurer by: ASAPProject Name: Award Bid No. 012-19 Six (6) overhead doors for Fire Station #2 - Re-BidMAR 19 '19 4:23Project Location: Fire Station #2Presented to City Council: 4/8/20193/25/19

Resolution #:

Approved

3373-19LANFunding Request Sponsor: John Saraceno

Changed

Rejected

Project Cash Requirement Requested:

Cost: \$ 36,984.00Vendor: Bailey Door, Inc.Project Engineer: n/aOrder Date: n/aLead Time: n/aDepartment Funding This ProjectGeneral XXX

Gas

Electric

Water

Sewer

Gas Tax

Cap Proj

Impact

Department of General Fund Providing the Funding

Admin-10

Bldg-13
Golf-50

Police-15

Golf Grounds-55

Fire-20 XXX

Rec-25

Adult Rec-30

Debt Service-85

Marina-34

Street-35

Sanitation-40

Project will be:

Expensed
Capitalized
InventoriedXXX

Funding Source:

Operating Expenses
Budgeted Capital
UnfundedXXXExpense Code: 001200-50360G/L Acct Name: General Maintenance

Grant:

Federal - not to exceed amount
State

City

Project Budgeted: \$36,000.00Over (Under) budget amount: \$984.00

Bond:

Loan:

Title _____ Year
Title _____ Year

Comments:

Capital Lease:

Payment

Term

City Council Prior Approval/Date? NoCity TreasurerFinance DirectorMayor

Purchasing Memo Date: _____

Purchasing Memo Date: 3/14/2019Delivered To Date: 3/18/2019

Request Approved Date: _____

Request Approved Date: 3/18/2019Approved Date: 3/18

Signatures: _____

Jill Capaniss, MBAMayor Karin Wilson

RESOLUTION NO. 3373-19

BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF FAIRHOPE, ALABAMA, as follows:


[1] That the City of Fairhope did request, receive, and open bids for Six Overhead Doors for Fire Station #2 – Re-Bid (Bid Number 012-19).

[2] At the appointed time and place, the following bids were opened and tabulated as follows:

Please see attached Bid Tabulation for
Six Overhead Doors for Fire Station #2

[3] After evaluating the bid proposals with the required bid specifications, Bailey Door, Inc., with a total bid proposal of \$36,984.00, is now awarded the bid for Six Overhead Doors for Fire Station #2 – Re-Bid.

Adopted on this 25th day of March, 2019



Karin Wilson, Mayor

Attest:



Lisa A. Hanks, MMC
City Clerk



MEMO

To: Jill Cabaniss, Director of Finance

From:

Delores A Brandt
Delores A Brandt, Purchasing Manager

Karin Wilson
Mayor

Date: March 14, 2019

Rec'd 3/18/19 JC

Re: **City Council approval to award Budgeted Operational Bid No. 012-19 Six (6) Overhead Doors for Fire Station #2-Re-Bid**

Council Members
Kevin G. Boone
Robert A. Brown
Jack Burrell, ACO
Jimmy Conyers
Jay Robinson

Lisa A. Hanks, MMC
City Clerk

Michael V. Hinson, CPA
City Treasurer

The Fire Department needs to purchase six (6) overhead doors. **Bid No. 012-19 Six (6) Overhead Doors for Fire Station #2--Re-Bid** was issued on February 27, 2019. Responses were received and publicly opened on March 13, 2019.

The bid was advertised and sent out to the numerous companies, and only one response was submitted. Fire Maintenance Supervisor, John Saraceno, recommends awarding to the lowest responsive and responsible bidder, **Bailey Door Inc.**, in the amount of **THIRTY-SIX THOUSAND NINE HUNDRED EIGHTY-FOUR DOLLARS (\$36,984.00)**. See attached tabulation.

The budgeted cost of these doors is in the General Maintenance Line 50360 of FY2019 budget for the Fire Department, in the amount \$36,000.00.

Please place on the next available City Council agenda this recommendation to award Bid No. 012-19 Six (6) Overhead Doors for Fire Station#2 to the lowest responsive and responsible quote to Bailey Door, Inc. in the amount of \$36,984.00

Cc: file; J. Saraceno

161 North Section Street
PO Drawer 429
Fairhope, Alabama 36533

251-928-2136

251-928-6776 Fax
www.fairhopeal.gov

CITY OF FAIRHOPE PURCHASING DEPARTMENT REQUEST FORM

Date: 2/5/2019

Name: John Saraceno **Department:** Fire

ITEM OR SERVICE INFORMATION

What item or service do you need to purchase? Fire Station Doors

Where will it be located? Fire Station 2

What is the purpose of the item or service? Replace old doors

How many do you need? 6 Total

Item or Service Is: ☒ New ☐ Used ☐ Replacement ☐ Annual Request

When do you anticipate implementation? ASAP

Additional Information or Comments: Fire department will reimburse the city the difference over budgeted amount.

BUDGET INFORMATION

What is the total cost of the item or service? 45,000

Is it budgeted? ☒ Yes ☐ No ☐ Emergency Request

If budgeted, what is the budgeted amount? 36,000

☐ State Contract ☐ ALDOT

☐ Purchasing Group **Purchasing Group Name:** Click or tap here to enter text.

☐ Sole Source **Sole Source Justification:** Click or tap here to enter text.

Email completed form with quotes or other supporting documentation to deedeeb@cofairhope.com and jennifer.bush@fairhopeal.gov.

CITY OF FAIRHOPE**TAB AND RECOMMENDATION****Bid NO: 012-19****BID NAME: Doors for Fire Station #2 Re-Bid****BID OPENED: March 13, 2019 - 9:00 a.m.**

Vendor	Bid Documents Signed/Notarized (Y/N)	Addendum 1 (Y/N)	Lead Time for Delivery (in days)	Lead Time for Installation (in days)	Per Door Price Including Installation	Total for Six (6) Doors	Vendor Compliance (Y/N)
Bailey Door, Inc.	Y	N	28-35	8-10	\$ 6,164.00	\$ 36,984.00	Y
Mobile Bay Overhead Doors	No Response						
JCB Supply, Inc.	No Response						
Door-N-Gutter Pro, Inc.	No Response						
Hill Enterprises, Inc.	No Response						
Ron Bush, Inc.	No Bid						

Recommendation: Bailey Door, Inc.*To the best of my knowledge this is an accurate Bid Tabulation*
Signature**John Saraceno, Fire Maintenance Supervisor**
Signature**Delores A Brandt, Purchasing Manager**3/13/2019
Date3/13/2019
Date