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# MEMORANDUM

April 6, 2011

**TO:** Board of Mayor and Aldermen

**FROM:** Eric S. Stuckey, City Administrator *ES*  
Russell Truell, Assistant City Administrator/CFO  
Joe York, Streets Director  
Brian Wilcox, Purchasing Manager

**SUBJECT:** Consideration of contract award to FastTek Electrocoating of Trufant, Michigan in the total amount of \$24,996 for electrostatic painting of traffic signal poles and mast arms at six (6) locations for the Traffic Division of the Streets Department (Purchasing Office Procurement Solicitation No. 2011-026; \$25,000.00 budgeted in 110-89470-43110 for fiscal year 2011)

### Purpose

The purpose of this procurement is to have the traffic signal poles and mast arms at the following six (6) locations be repainted:

<b>Job Site</b>	<b>No. of Poles</b>	<b>No. of Mast Arms</b>
Intersection of Cool Springs Boulevard and Frazier Drive	4	4
Intersection of Mallory Lane and Frazier Drive	4	4
Intersection of Mallory Lane and Mallory Station Road	4	4
School zone for Centennial High School on Mallory Lane	2	2
Intersection of Mallory Lane / North Royal Oaks Boulevard and Liberty Pike	4	4
Intersection of Mack Hatcher Parkway and Murfreesboro Road (a.k.a. Highway 96 East)	4	0
<b>Totals:</b>	<b>22</b>	<b>18</b>

### Background

The Streets Department Traffic Division budget for fiscal year 2011 allocates \$25,000.00 out of the General Fund for traffic signal pole painting.



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### **Financial Impact**

The City published on March 10, 2011 a Notice to Bidders in the *Williamson Herald* for electrostatic painting of traffic signal poles and mast arms. In addition, bid documents were sent on or about the same date directly to seven (7) potential bidders known or thought to be interested in this solicitation. Bids from two (2) vendors were publicly opened at the bid opening held on March 24, 2011. A tabulation of the bids received for this solicitation is attached. The apparent lowest, most responsive and responsible bid, from FastTek Electrocoating of Trufant, Michigan, is in the total amount of \$24,996.00 for the specified project. This bid was identified because it is the lowest bid that meets or exceeds the City's intention as expressed and implied by the City's specifications as well as the instructions, terms and conditions pertaining to this procurement solicitation. The apparent lowest best bid amount is \$4 (0.00016%) under budget.

### **Options**

In accordance with the bid documents, the City reserves the right to reject any and all bids.

### **Recommendation**

Staff recommends that the City accept the apparent lowest best bid, from FastTek Electrocoating of Trufant, Michigan, in the total amount of \$24,996.00 for the specified project. Purchasing Manager Brian Wilcox is of the opinion that the prepared specifications as distributed allowed for competition among multiple vendors, and that the staff recommendation appears to be made in a fair and impartial manner based upon the bids received.

**Tabulation of Bids**\*

<b>Purchasing Office Solicitation No.:</b>	2011-026 (electrostatic painting of 22 traffic signal poles and 18 mast arms at six (6) job sites)						
<b>Notice to Bidders published in the <i>Williamson Herald</i> on:</b>	3/10/11						
<b>Number of vendors that were notified of / that responded to this solicitation for bids:</b>	7 / 2						
<b>Date and time bids due and publicly opened:</b>	3/24/11 2:00 PM						
<b>Present at opening of bids:</b>	Tiffany Wilkins of the City of Franklin Purchasing Office						
<b>Target meeting of BOMA at which recommendation will be considered:</b>	4/26/11						
<b>Bids received from:</b>	<b>Bid No.:</b>	<b>Description of bid:</b>	<b>Does/Do the bid item(s) MOES<sup>1</sup>? / If not, how many exceptions do not MOES<sup>1</sup>?</b>	<b>Total delivered bid price, per unit:</b>	<b>Payment terms:</b>	<b>Estimated time of delivery after receipt of order:</b>	<b>Bid price per unit is valid through:</b>
Electrostatic Precision Painting, Inc. 1248 Antioch Pike Nashville, TN 37211 Mark Gilbert, President 615-331-1791	1 of 1	electrostatic painting of 22 traffic signal poles and 18 mast arms at six (6) job sites, as specified	Bidder takes no exceptions; CoF notes p. 2 of CoF bid submittal form, pp. 3 & 5 of CoF specifications, and CoF std. terms & conditions all are missing from bid	\$55,000.00	net 30 days; project to be invoiced in two phases	30 days	03/24/12
FastTek Electrocoating 1466 N. Marble Road Trufant, MI 49347-9582 Jeffrey Williams, Owner 800-736-6620	1 of 1	electrostatic painting of 22 traffic signal poles and 18 mast arms at six (6) job sites, as specified	Bidder takes no exceptions	\$24,996.00	net 30 days	14 days	09/02/11

<sup>1</sup>MOES indicates "meet(s) or exceed(s) specifications"

\*Shaded bid is apparent lowest best bid