

City of Bethel Action Memorandum

Action memorandum No.	23-21		
Date action introduced:	08/22/2023	Introduced by:	Alan Landing, City Manager
Date action taken:	08/22/2023	<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Denied
Confirmed by:	K M		

Action Title: Direct Administration to negotiate and execute a contract to purchase chemicals and road implements with the company that submitted a bid with the lowest price.

Attachment(s): (1) Draft contract to purchase chemicals and road implements.

Amount of fiscal impact	Source of Funding	Account information
	No fiscal impact at this time.	
\$162,000	FY 2023 Budget	

Summary Statement

The City of Bethel prepared and issued a Request for Bids (RFB) on July 5, 2023 to solicit bids from a qualified company to purchase chemicals and road implements. The City plans to make bulk purchases over the next three (3) years.

The City posted the RFB on the City website and advertised it on electronic dissemination services, like the Plans Room, Associated General Contractors of Alaska, Contractor Plan Center, Dodge Analytics, and the Procurement Technical Assistance Center at the University of Alaska, Anchorage. Two addendums were issued. Three bids were received by the deadline.

The City issued a Notice of Intent to Award on August 9, 2023 to the company with the lowest cost and a letter to the other companies notifying them of the City's intention to award the contract. The attached contract is a draft of the contract included in the Request for Bids document.