



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Waive the Bid Procedure and Allow the Purchase of Inventory Wire #10151 at Quoted Price

Presenter: Mike Shortall

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations (3/3/14)	<input type="checkbox"/>	Government Services
<input type="checkbox"/>	Planning & Development	<input type="checkbox"/>	City Council

Estimated Cost:	Unknown, as Needed	Budgeted:	YES	<input checked="" type="checkbox"/>	NO	<input type="checkbox"/>
-----------------	--------------------	-----------	-----	-------------------------------------	----	--------------------------

If NO, please explain how item will be funded:

Executive Summary:

We are seeking approval to purchase 25,000 feet of (Vicksburg) 4/0 aluminum cable for stock. Five (5) quotes have been solicited and the low quote is HD Power Solutions at \$1.52 per foot for a total of \$38,000. With this approval, this wire will go into production and be delivered within 8-10 weeks.

Price is subject to metals escalation/de-escalation at the time of shipment.

Attachments: *(please list)*

Bid Waiver Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to waive the bid procedure and allow the purchase of Inventory Wire #10151 at quoted price

For office use only:

Agenda Item Number: 5b

REQUEST FOR WAIVING BID PROCEDURE

We request the City Council to waive the bid procedure and accept the quotation (requiring two-thirds City Council vote) submitted by:

Michael Shortall Purchasing Manager
City of St. Charles

For the purchase of:
Stock 4/0 Aluminum Cable

At a cost not to exceed:
Estimated cost of \$38,000 subject to the Metals market

Reason for the request to waive the bid procedure:
To allow the office of the Purchasing Manager to purchase stock wire #10151 at the lowest quoted price.

Other Quotations Received:
A total of (5) five quotes have been received

Date: _____

Requested by: _____

Department Director: _____

Purchasing Manager: _____

THIS REQUEST FORM MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING COMMITTEE APPROVAL FOR WAIVING OF THE BID PROCEDURE. REQUESTS FORWARDED DIRECTLY TO THE CITY COUNCIL (AND BYPASSING COMMITTEE) MUST BE SIGNED BY ALL PARTIES PRIOR TO REQUESTING CITY COUNCIL APPROVAL. SUCH REQUESTS ARE TO BE OF AN EMERGENCY NATURE WHERE TIME IS OF THE ESSENCE.