



ST. CHARLES
SINCE 1834

AGENDA ITEM EXECUTIVE SUMMARY

Title: Recommendation to Waive the Bid Procedure and Allow "Spot Buying" of Aluminum and Copper Cable Ordered on an as needed basis throughout FY 2014/15

Presenter: Mike Shortall

Please check appropriate box:

<input checked="" type="checkbox"/>	Government Operations (3/17/14)		Government Services
<input type="checkbox"/>	Planning & Development		City Council

Estimated Cost: Unknown, as Needed Budgeted: YES X NO

If NO, please explain how item will be funded:

Executive Summary:

We are seeking approval to spot buy all aluminum and copper cable ordered on an as needed basis throughout the Fiscal Year 2014/15. All prices are based on metals escalation invoiced at time of shipment. A minimum of at least (3) quotes will be solicited and the lowest price awarded.

Bids were received from HD Utility, Border States, Wesco, UUSCO, and A.S.K.

Attachments: *(please list)*

Bid Waiver Form

Recommendation/Suggested Action *(briefly explain):*

Recommendation to waive the bid procedure and allow "Spot Buying" of aluminum and copper cable order on an as needed basis throughout FY2014/15.

For office use only:

Agenda Item Number: 5c

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:

HD Utility, Border States, Wesco, UUSCO, A.S.K and added vendors to the list.

For the purchase of:

Aluminum and Copper Cable

At a cost not to exceed:

Spot buy and quoted as needed

Reason for the request to waive the bid procedure:

To allow the office of the Purchasing Manager to spot buy and quote aluminum/copper cable for the fiscal year 2014/15.

Other Quotations Received:

Spot buy as needed.

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.