



**PURCHASING ITEM
FOR
COUNCIL AGENDA**

1. Agenda Item Number:

17

2. Council Meeting Date:

September 24, 2009

TO: MAYOR & COUNCIL

3. Date Prepared: September 1, 2009

THROUGH: CITY MANAGER

4. Requesting Department: Management Svcs.

5. SUBJECT: Award Sale of Scrap Brass Meters, Bid No. WHO-998-2788 to Southwest Metals in a total amount of \$60,282.36.

6. RECOMMENDATION: Recommend award of sale of scrap brass meters; WHO-998-2788 to Southwest Metals in a total amount of \$60,282.36.

7. HISTORICAL BACKGROUND/DISCUSSION: The requested award is for the sale of scrap brass meters that are available as scrap material through the City's Central Supply division. Scrap brass meters are turned in to Central Supply through the Water Distribution division as part of the meter replacement program. The City had available for sale 38,350 lbs of scrap brass meters. Per City Regulation MS-30 these scrap brass meters were sold through an invitation to bid to obtain the optimum sale price for these materials. Sale of these items was coordinated through the Central Supply division.

8. EVALUATION PROCESS: On August 6, 2009, the City issued bid WHO-998-2788 for the sale of scrap brass meters. The bid was advertised and all registered vendors were notified. Bids were opened on September 1, 2009. The City received three (3) responses. The bid included 38,350 lbs of scrap brass meters for sale. An award was made to the highest, responsive, responsible bidder who included a 10% bid deposit. All sales are final and items are sold as is. Upon council approval the balance will be paid in full by the awarded vendor, Southwest Metals. Vendor assumes entire responsibility of removing items, to include loading. Other terms and conditions apply per the invitation to bid. Bid responses are as follows: Southwest Metals - \$60,282.36. Total Metal Recycling - \$60,017.75. Renovated Metals - \$56,255.61.

9. FINANCIAL IMPLICATIONS: Funds for the sale of scrap brass meters will be deposited to the water operations fund account 605.0000.0000.4624, Sale of Scrap Materials.

10. PROPOSED MOTION: Move to award sale of scrap brass meters to Southwest Metals in a total amount of \$60,282.36.

APPROVALS

11. Requesting Department

Robert Coult

William Robinson, Central Supply Supervisor

12. Department Head

Dennis Strachota

Dennis Strachota

13. Procurement Officer

Kristy Garcia

Kristy Garcia, CPPB

14. City Manager

W. Mark Pentz

W. Mark Pentz

for