



Agenda Cover Memorandum

Meeting Date: July 17, 2017

Meeting Type: Committee of the Whole City Council Budget Workshop

Item Title: Approve the contract for City Hall Exterior Painting, PW-FY18-04 with Oosterbaan & Sons Co., in the amount of \$24,620.00

Item Type: Transfer Budget Amendment Purchase Order Other

Action Requested: Approval For Discussion Feedback Requested For Your Information

Staff Contact: Wayne Zingsheim, Director of Public Works Ph: (847) 318-5247 Email: wzingshe@parkridge.us

Background:

Staff issued an Invitation to Bid for City Hall Exterior Painting, PW-FY18-04, on June 15, 2017 in the Pioneer Press. Fourteen (14) firms registered via the City web site. At the public bid opening on July 6, 2017, one (1) bid was opened and read aloud. This contract consists of providing exterior painting services for City Hall.

Reference checks were performed and were positive. Staff recommends that the contract be awarded to the lowest responsive and responsible bidder, Oosterbaan & Sons Co., of Posen, Illinois.

At the meeting, Mayor Maloney requested a follow up with Procurement as to why only one bid was received. Procurement Officer McGuire contacted several plan holders and to date has heard from one. Their response was that they were busy and did not want to do the paperwork and recommended that the bid bond be eliminated. Any additional comments received will be provided at the July 17 Council meeting.

This item was presented as an Action Item at the Committee of the Whole on July 10, 2017, at which time the Committee approved the motion on a voice vote of 7/0.

Vendor and Transaction History:

Vendor Status: Current New

Is Purchase Order Request supported by existing contract: Yes No No If Yes, date:

Is this an Annual Recurring Purchase Order: Yes No

Bid Process Used: N/A Price Quotes Bid RFP

Have Goods been received or Statement of Work completed: N/A Yes No

If Overage, approved by Department: Yes No Details:

Recommendation:

Approve the contract for City Hall Exterior Painting, PW-FY18-04 with Oosterbaan & Sons Co., in the amount of \$24,620.00

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$24,620.00

If Yes, is this a Budgeted Item: Yes No Requires Budget Amendment

If Budgeted, Budget Code (Fund, Dept, Object) 100 3062 942101

Attachment:

- Scorecard

**SCORECARD SUMMARY
CITY HALL EXTERIOR PAINTING
PW-FY18-04**



**Oosterbaan & Sons Co.
2515 W. 147th St.
Posen, IL 60469**

CRITERIA	POINTS
General Firm Qualifications, including References*	10
Annual Price	90
	100

10
90
100

	TOTAL PRICE
	Wtd Percentage
	Points Awarded

\$24,620.00
100%
90

If a bid does not meet acceptable standards due to lack of adherence to specification, reference check failure, etc., the bid would be deemed non-responsive.