

TUCSON UNIFIED SCHOOL DISTRICT

PURCHASING DEPARTMENT

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MEMORANDUM

DATE: 2/15/2018

TO: Kevin Startt
Director of Purchasing

FROM: Kevin Oster
Procurement Agent

Subject: Executive Summary – Invitation For Bid No. 18-62-C18
Cholla High School Cooling Tower Replacement

Dept: Projects
Pre-Proposal Date: January 23, 2018
Proposal Due Date: February 1, 2018

Date Issued: January 11, 2018
No. of Individuals Attending: 15
No. of Proposals Received: 4

BACKGROUND

It is the intention of the Tucson Unified School District to procure a contractor for a Cholla High School Cooling Tower Replacement project located at 2001 W. Starr Pass Blvd, Tucson Arizona 85713.

EVALUATION

IFB 18-62-C18 was posted to www.azpurchasing.org TUSD's official bid board. Notice was sent to three hundred forty (340) vendors, TUSD received four (4) bids and seventy-three (73) "NO BIDS".

R7-2-1031 – Bid evaluation and award. The contract or contracts shall be awarded to the lowest responsible and responsive bidder or bidders whose bid or bids conform in all material respects to the requirements set forth in the invitation for bids.

An abstract was created based on all bids that were submitted. My award determination was sent along with the bid abstract to the project manager for his review and concurrence letter. His letter is attached.

AWARD RECOMMENDATION:

Contract award is recommended to the following firm for the indicated service:

Sun Mechanical

I attest that the evaluation process was conducted in accordance with Arizona Administrative Code R7-2-1031 (Bid evaluation and award) and all applicable Tucson Unified School District rules and regulations.

Concurrence:

Kevin Startt

2/20/2018

Kevin Startt, Purchasing Director

Date