

TUCSON UNIFIED SCHOOL DISTRICT

PURCHASING DEPARTMENT

P.O. Box 40400
1010 E. Tenth Street
Tucson, AZ 85717-0400
Phone (520) 225-6080
Fax: (520) 225-6082

MEMORANDUM

DATE: 10/26/2017

TO: Kevin Startt
Director of Purchasing

FROM: Kevin Oster
Procurement Agent

Subject: Executive Summary – Invitation for Bid 18-46-C18
Roskruge Bilingual K-8 Chiller Replacement Project

Dept: Architecture & Engineering
Pre-Bid Date: September 28, 2017
Proposal Due Date: October 13, 2017

Date Issued: Sept 21, 2017
No. of Individuals Attending: 15
No. of Proposals Received: 5

BACKGROUND

It is the intention of the Tucson Unified School District to contract a responsible vendor to replace existing chiller units at Roskruge K-8 School, 501 E. 6th St., Tucson Arizona 85705. This project will be funded by the Arizona School Facilities Board (SFB). Commencement of the resulting contract will only commence after award approval of the TUSD Governing Board, funds have been made available by the SFB and a fully executed Notice to Proceed document for each school project.

EVALUATION

IFB 18-46-C18 was posted to www.azpurchasing.org TUSD's official bid board. Notice was sent to three-hundred ninety (390) vendors, TUSD received five (5) offers and eighty-one (81) "NO BIDS".

R7-2-1031 – Bid Evaluation and Award. Bids were reviewed to determine whether they were responsive and responsible, and then an abstract was created based on their submitted pricing. The contract shall be awarded to the lowest responsible and responsive bidder whose bid conforms to all material respects to the requirements set forth in the solicitation. Based on these requirements award is recommended to Advanced Mechanical Services, LLC as they're bid was determined to conform to all aspects of the solicitation and was the lowest price and in the district's best interest.

AWARD RECOMMENDATION:

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

Advanced Mechanical Services, LLC

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

Kevin Startt, Purchasing Director

October 26, 2017
Date