



# TOWN OF ERIE

645 Holbrook Street  
Erie, CO 80516

## Town Council

**Board Meeting Date: 2/28/2017**

**File #:** 17-083, **Version:** 1

**SUBJECT: CONSENT AGENDA**

Consideration Of A Resolution Authorizing Award Of A Services Contract To J&S Contractors Supply for Annual Signage Supplies In The Amount Not-To-Exceed \$40,800; And Setting Forth Details In Relation Thereto.

**DEPARTMENT:** Public Works

**PRESENTER/PREPARER:** Russell Pennington, Deputy Director of Public Works  
Jody Lambert, Operations & Maintenance Manager

**FISCAL INFORMATION:**

Cost as Recommended:	<b>\$40,800</b>
Balance Available:	\$40,800
Fund:	General
Budget Line Item Number:	100.70.710.535020.000000
New Appropriation Required:	No

**STAFF RECOMMENDATION:** Approve Resolution awarding said contract, authorizing the Mayor to execute said contract, authorizing Staff to expend contracted funds.

**SUMMARY AND BACKGROUND OF SUBJECT MATTER:**

The 2017 General Fund Streets Operating Budget includes funds for purchase of street signage and supplies. Due to the nature of this type of contract, staff prepared the bid which included a list of the most frequently ordered signs (i.e. stop sign, street name signs, warning signs) and the bidders were asked to submit a per unit cost along with materials such as posts and associated hardware.

An Invitation to Bid was sent out and posted on the Town’s website on January 24, 2017 and bids were received back on February 13, 2017.

<u>Vendor</u>	<u>Bid Price</u>
J&S Contractors Supply	\$907.66
Colorado Barricade Company	\$1,170.20

The submitted bids reflect the total bid amount for the per unit cost of all the frequently ordered signs.

Staff has worked with J&S previously and was satisfied with their services. Staff recommends award of supplies service contract to J&S Contractors Supply. There were no Erie bidders for this project. This contract allows for an up to two additional years renewal options providing the prices do not increase more than 2%.

**ATTACHMENTS:**

- a. Resolution