

MEMORANDUM

TO: Donna Barron, City Manager

THROUGH: Brenda Martin, Finance Director

FROM: Todd White, Purchasing Manager

DATE: October 15, 2018

SUBJECT: **Approval of a Bid Award for the Main Street, Mill Street and Charles Street Paving, Drainage, Landscape and Signalization Improvements Project to HQS Construction, LLC, Plano, TX in the Amount of \$8,533,278.60; and Authorization for the City Manager to Execute the Contract.**

BACKGROUND

A bid invitation was created and posted on Bidsync.com August 31, 2018. Specifications were created in accordance with Texas Local Government Code Chapter 252.021, *Competitive Requirements for Purchases*. Specifications under this chapter of the law state the award is to be made on the basis of lowest responsible bidder.

In determining the best value for the municipality, the municipality may consider, among other things: (1) the purchase price; (2) the quality of the bidder's goods or services; and (3) the extent to which those goods or services meet the municipality's needs.

ANALYSIS

Sealed bids were due September 20, 2018 and three (3) bids were received. An evaluation of bids was performed, and it was determined HQS Construction, LLC submitted the lowest bid and is being recommended on the basis of best value.

RECOMMENDATION

It is City staff's recommendation that the City Council approve the award and authorize the City Manager to execute the contract as set forth in the caption above.