

MEMORANDUM

TO: Donna Barron, City Manager

THROUGH: Brenda Martin, Finance Director

FROM: Todd White, Purchasing Manager

DATE: November 7, 2018

SUBJECT: **Approval of a Bid Award for the Prairie Creek Wastewater Treatment Plant Emergency Generator to Clark Electric, Inc., Sunnyvale, Texas, in the Amount of \$1,680,000 and Authorization for the City Manager to Execute the Contract.**

BACKGROUND

A bid invitation was created and posted on Bidsync.com September 22, 2018. Specifications were created in accordance with Texas Local Government Code Chapter 252.043, *Award of Contract*. Specifications under this chapter of the law state the award is to be made on the basis of lowest responsible bidder.

ANALYSIS

Sealed bids were due October 11, 2018 and four (4) bids were received. An evaluation of bids was performed, and it was determined Clark Electric, Inc. submitted the lowest bid and is being recommended on the basis of lowest responsible bidder.

RECOMMENDATION

That the City Council approves the award as set forth in the caption above.