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TO: Lori Vogel, Procurement Manager

FROM: Rich Gardner, Public Utilities Director

DATE: May 6, 2024

SUBJECT: Intended Award of ITB # 14-24, Electric Motor and Pump Repairs

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Invitation to Bid # 14-24, Electric Motor and Pump Repairs was released on March 19, 2024, and three (3) submissions were received on April 18, 2024. Public Utilities Department has completed their evaluation and determined that they are the lowest, most responsible bidder(s) responsive to the requirements of the City. This award is being made to multiple vendors to ensure a continuity of supply, flexibility to order product or services from the awarded vendors listed above as a secondary source, or tertiary from the open market may be used if needed. For these reasons the Public Utilities is recommending award to three vendors as follows:

- CEC Motor & Utility Services
- Southeast Pump Specialist, Inc.
- Tampa Armature Works, Inc.  
dba. Integrated Power Services (IPS)

Public Utilities Department estimates the annual expense of this contract at \$900,000.00 and anticipates submitting the request for approval to the City Council at the June 6, 2024. Public Utilities will ensure that all requirements, including insurance, will be met and an approved purchase order is in place prior to initiating services with the vendors.

*Note – once Purchasing receives the intent to award recommendation from your department, within the 30 days, we will post the bid tab on our website and send notification to all bidders on this solicitation. I will send notice to the intended vendor with reminder that their insurance certificates will need to be submitted – and let them know the date the award is going before the council and anticipated start date of the contract and to plan for pre-commencement meeting/phone call with city staff (this would have to wait to be held until after the council meeting).*