



Request for City Council Committee Action From the Departments of Public Works and Procurement

Date: June 2, 2008
To: Honorable Paul Ostrow, Chair Ways & Means Committee
Subject: **Approval of Bid No. 0000016970 Bids for Transport and Delivery of Voting Machines**

Recommendation:

Acceptance of the low bid of Express Messenger for an estimated expenditure of \$38,000.00 to furnish transportation of voting equipment to various polling locations, as follows:

		<u>Delivery</u>	<u>Return</u>	<u>Round Trip Total</u>
2008 Election				
131 Ballot Boxes and Vote Tabulators	each	\$30.50	\$30.50	\$61.00
(including voting booths)				
2009 Election				
131 Ballot Boxes and Vote Tabulators	each	\$31.00	\$31.00	\$62.00
(including voting booths)				
2010 Election				
131 Ballot Boxes and Vote Tabulators	each	\$31.50	\$31.50	\$63.00
(including voting booths)				
Optional Bid 2011 Elections - City's sole option to extend				
131 Ballot Boxes and Vote Tabulators	each	\$32.00	\$32.00	\$64.00
(including voting booths)				
Option Bid 2012 Elections - City's sole option to extend				
131 Ballot Boxes and Vote Tabulators	each	\$32.50	\$32.50	\$65.00
(including voting booths)				
Option Bid 2013 Elections - City's sole option to extend				
131 Ballot Boxes and Vote Tabulators	each	\$33.00	\$33.00	\$66.00

The City reserves the right to increase and/or decrease quantities of election equipment to be transported based upon election type and voter projections.

Terms are net 30 days. F.O.B.: Various Locations as needed

Further recommend proper Officers be authorized and directed to execute a contract for this service, all in accordance with our specifications.

Prepared by: Gary Warnberg Director Purchasing

Approved by: Steve Ristuben City Clerk

Financial Impact (Check those that apply)

No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

Action requires an appropriation increase to the Capital Budget

Action requires an appropriation increase to the Operating Budget

Action provides increased revenue for appropriation increase

Action requires use of contingency or reserves

Other financial impact (Explain): Action is within Budget

Request provided to the Budget Office when provided to the Committee Coordinator

Background/Supporting Information:

Tabulation of Three (3) bids received on Bid No. 0000016970 for Transporting Voting Equipment

Attachments - Tabulation Sheet

cc: C. Reichert
A. Roth