



Purchasing Department
300 W Walker
League City, TX 77573

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www.leaguecitytx.gov

MEMORANDUM

To: John Baumgartner, City Manager

From: Gwynetheia V. Pope, Interim Purchasing Manager

CC: Gary Warren, Fire Chief
Tommy Cones, Asst. Fire Chief
Jeff Allen, Deputy Fire Marshall
Angie Steelman, Budget & Project Management Director, Interim Finance Director

Date: 2/13/2019

Re: Request for Proposal (RFP) No. 19-FireMar-004A
Arson Command Trailer
Bid Evaluation and Award Recommendation

Enclosed for your review and approval is the award recommendation for Request for Proposal (RFP) No. 19-FireMar-004A Arson Command Trailer.

One proposal was received pursuant to solicitation 19-FireMar-004A Arson Command Trailer, has been reviewed and after a thorough evaluation, the Purchasing Department supports the recommendation to **Rolltechs Specialty Vehicles, LLC.** for award of this product. As a result of only one proposal being received a thorough price analysis was conducted to include historical price review obtained through Market research. In addition, a price analysis was conducted with similar companies within State of Texas. This was a must to show that prices were prudent and reasonable due to the specialization of this type of product. It is concluded that Rolltechs Specialty Vehicles, LLC. was the most responsive to the City's requirements and proposed product is determined to be fair and reasonable for the City.



HISTORY

On January 28, 2019 Invitation for Bid No. 19-FireMar-004A was released to the public. The objective of the solicitation was to seek qualified manufactures of specialty vehicles for the purpose of acquiring one (1) Arson Command Trailer. To support our Fire Marshall's office by having this command trailer available and on site in different emergencies. To meet the Fire Marshall's objectives, the solicitation was issued with four (4) different evaluation criteria. The following language was inserted: "The City of League City reserves the right to accept or reject all or any part of any proposal, waive, minor technicalities and award the proposal to best serve the interest of the City of League City". Proposals were received and opened February 12, 2019 at 10:00 am CST. The enclosed Request for Best and Final Offer contains the pricing for the portions of the Proposal we are accepting currently. It is understood that the additional items in the Proposal shall be purchased over a period of time, as this procurement will be made by Grant funding.

AWARD RECOMMENDATION

The Purchasing Department recommends awarding the contract to Rolltechs Specialty Vehicles, LLC. in the amount of \$79,254.74. The Purchasing Department authorizes the award to Rolltechs Specialty Vehicles, LLC as the Best Value Offeror to the City.

G. Valeris Pope

Gwynetheia V. Pope CTPM, CTCM
Senior Buyer, Interim Purchasing Manager