



MEMORANDUM AWARD RECOMMENDATION

TO: Keith Tomey, Interim Fire Chief
FROM: Theresa Webb, Chief Purchasing Officer
SUBJECT: Award Recommendation for ITB No 2017-007
DATE: February 2, 2017

Per your request, the Purchasing Department issued ITB No. 2017-007 for Firefighter Protective Equipment; Bunker Gear. After completing the due diligence review to confirm the bidders meet the minimum qualifications and submitted the required forms and documentation, a bid tabulation was completed. The lowest responsible, responsive bidder is Bennett Fire Products Company, Inc. Attached is a copy of their bid response for your review. Please provide your feedback on this recommendation to award this bid to Bennett Fire Products Company, Inc. by 5:00 PM on February 8, 2017.

This item will be scheduled for the March 1, 2017 Commission meeting if your approval is received by the date requested. Otherwise, award will be delayed for a minimum of two weeks.

Additionally, please provide the funding account code for this agreement.

Funding Account Number: 001-2315-526-52.18
(Account number and title)

☒ Recommendation approved. Proceed with Commission approval.

☐ Recommendation not approved.

Comments:

 2/8/17
Department Head Date