

Kenai Peninsula Borough Purchasing & Contracting

MEMORANDUM

TO: Peter A. Micciche, Borough Mayor
THRU: John Hedges, Purchasing & Contracting Director *JH*
FROM: Nolan Scarlett, Property Tax & Collections Manager *NS*
DATE: December 9, 2024
RE: Authorization to Award a Contract for ITB25-022 Limited Liability Reports

The Purchasing and Contracting Office formally solicited and received bids for the ITB25-022 Limited Liability Reports. Bid packets were released on November 20, 2024 and the Invitation to Bid was advertised on Bid Express on November 20, 2024.

The project consists of providing title reports for the years 2025 through 2027 for foreclosed upon real property in the Kenai, Seward, Homer/Seldovia, and Anchorage/Iliamna recording districts.

On the due date of December 5, 2024, one (1) bid was received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$63,440.00 was submitted by Stewart Title of the Kenai Peninsula, Soldotna, Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 100-11440-00000-43932.



Peter A. Micciche, Borough Mayor

12/10/2024

Date

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. _____	100-11440-00000-43932
Amount _____	\$63,440.00
By: <i>CF BH</i>	Date: 12/9/2024
NOTES: FY26 & FY27 CONTINGENT UPON ASSEMBLY APPROPRIATION.	

**KENAI PENINSULA BOROUGH
PURCHASING & CONTRACTING**

BID TAB FOR: ITB25-022 LIMITED LIABILITY REPORTS

CONTRACTOR	LOCATION	BASE BID
Stewart Title of the Kenai Peninsula	Kenai, Alaska	\$63,440.00

DUE DATE: December 5, 2024

KPB OFFICIAL: 
John Hedges, Purchasing & Contracting Director