



KENAI PENINSULA BOROUGH
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**MIKE NAVARRE
 BOROUGH MAYOR**

MEMORANDUM

TO: Mike Navarre, Mayor

THRU: Mark Fowler, Purchasing & Contracting Director *Sett for MF*

FROM: Valentina Sustaita, Procurement Management Specialist *V Sustaita*

DATE: November 6, 2014

SUBJECT: Authorization to Award Contract for ITB15-018 General Maintenance Supply Contract

The Purchasing and Contracting Office formally solicited and received bids for the purchase of general maintenance supply contract. Bid packets were released on October 13, 2014 and the Invitation to Bid was advertised in the Peninsula Clarion on October 13, 2014.

The project consists of contracting for the purpose of restocking the Maintenance Department general maintenance supplies.

On the due date of October 30, 2014 one (1) bid were received and reviewed to ensure that all the specifications and delivery schedules were met. The low bid of \$36,202.36 was submitted by Fastenal of Kenai Alaska.

Your approval for this bid award is hereby requested. Funding for this project is in account number 241.41010.42310.

Mike Navarre

 Mike Navarre, Mayor

11/7/14

 Date

Routed From
 Mayor's Offi
 Clerk *orig*
 Assembly
 Legal
 Finance ✓
 Assessing
 Planning
 Roads
 SBB
 Purchasing ✓
 Other *Rush*
 Date: *11-7-14*

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>241.41010.42310</u>	
Amount <u>\$36,202.36</u>	
By: <u><i>pp</i></u>	Date: <u><i>11/6/14</i></u>
<i>pp</i> <i>ppg fl ccc</i>	