

Kenai Peninsula Borough Purchasing & Contracting

MEMORANDUM

TO: Charlie Pierce, Mayor

THRU: John D. Hedges, Purchasing & Contracting Director *JH*

FROM: Brenda Ahlberg, Office of Emergency Management Manager *BA*

DATE: October 12, 2021

RE: Authorization to Waive Formal Bidding Procedures (5.28.300)

On September 7, 2021, the Kenai Peninsula Borough Office of Emergency Management solicited three quotes to purchase an extractor and dryer unit (equipment) – one each for Kachemak Emergency Service Area and one each for Western Emergency Service Area. The equipment is used to clean and sanitize personal protective gear and small response equipment. This purchase is eligible for reimbursement under the remaining CARES funding allocated for responder needs related to COVID19.

There are currently only three in state vendors that can provide both the specified product and the services necessary for installation and use. Due to this limited market place, a request for quotes was sent to each of the available vendors. On the due date of August 31, 2021, three (3) Bids were;

<u>VENDOR</u>	<u>LOCATION</u>	<u>COST</u>
HCL	Anchorage	\$42,240 (can installation/training)
Automated Laundry	Anchorage	\$51,681.78 (can installation/training)
Darley	Anchorage	\$47,411.80 (no installation/training)

Due to the availability of in-state suppliers/service providers, the best interest of the Borough would be served by waving formal bidding procedures and awarding to HCL as the lowest qualified and responsive bidder. Your approval to wave formal bidding procedures and award to the lowest bidder is requested.

Funding of this contract will be charged to account number 271-95051-CAR06-48311

Charlie Pierce
Charlie Pierce, Mayor

10/13/2021
Date

NOTES:

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No. <u>271-95051-CAR06-48311</u>	
Amount <u>\$42,240</u>	
By: <u><i>PP</i></u> <u><i>JH</i></u>	Date: <u>10/12/2021</u>