

# Kenai Peninsula Borough Maintenance

## MEMORANDUM

**TO:** Charlie Pierce, Mayor

**Thru:** John Hedges, Purchasing & Contracting Director *LF for JH*

**FROM:** Tom Nelson, Maintenance Director *TN*

**DATE:** August 2, 2022

**RE:** Authorizing Waiver of Formal Bidding - Relocate Portable Classroom

Under Section 5.28.300 of the Borough code, it is requested that formal bidding be waived for a contract to relocate a portable classroom from Sterling Elementary School to the Chapman Elementary School. Eberline Building Inc. was the only bidder to a request for proposal (RFP), quoting a price of \$104,128.00. This waiver of formal bidding is requested due to time limitations of awarding a contract and moving the building prior to the start of classes at Chapman Elementary.

Student population projections for Chapman Elementary School have been exceeded, and an additional classroom is required to accommodate students for this coming school year. No vendors were identified that could construct a new portable classroom by the required date of August 16, 2022, so requests for proposals were sent out to relocate a portable. A single bid was received quoting a price of \$104,128.00. The need date does not provide adequate time for formal bidding, leading to this formal bidding waiver request.

Your approval for a waiver of formal bidding procedures per 5.28.300 will allow a portable classroom to be available at the start of classes on August 16, 2022.

This office is available for any questions regarding this request.

Approved: Charlie Pierce Date: 8/4/2022  
 Charlie Pierce, Mayor

FINANCE DEPARTMENT FUNDS VERIFIED	
Acct. No.	<u>400.78010.18851.43011 (\$2,311.96)</u>
	<u>400.78010.21851.43011 (\$55,367.37)</u>
	<u>400.78010.22851.43011 (\$46,448.67)</u>
Amount	<u>\$104,128.00</u>
By: <u>CJ SD for BH</u>	Date: <u>8/2/2022</u>