



## STAFF REPORT

**DATE: August 3, 2021**

**TO: Kent Cagle, City Manager**

**FROM: Jonathan Locke, Executive Director of Finance**

**SUBJECT: Authorize the Award of Bid 21-21, Thermoplastic Applicator**

### **BACKGROUND AND FINDINGS:**

Funding for the purchase of new and replacement vehicles and equipment was approved as part of the City's FY 2021 Budget process. The FY 2021 Budget includes \$5.2 million to purchase 57 pieces of fleet and equipment. City Council approved the purchase of 56 pieces of fleet on October 12, 2020 with Resolution 20-107R. The final piece of equipment to be purchased in Fiscal Year 2021 is a thermoplastic applicator. The City of Killeen Transportation Division uses two thermoplastic applicators to apply street markings such as lettering, directional arrows, crosswalks, etc. The units are primarily used to apply the markings around school zones to keep pedestrians safe from traffic. Invitation to Bid No. 21-21 replaces a thermoplastic applicator purchased in 2005.

Invitation to Bid No. 21-21 was advertised on June 13, 2021 and June 20, 2021 with bids due on Thursday, July 1, 2021 at 2:00 pm. On July 1, 2021, at 2:15 pm, bids were opened and read aloud for the thermoplastic applicator. Two bids were received, and Striping Service and Supply, Inc. met all required specifications and was the lowest bid. The bid results are as follows:

<b>Vendor</b>	<b>Bid</b>
Epic Solutions	\$114,635.00
Striping Service and Supply, Inc.	\$104,617.44

### **THE ALTERNATIVES CONSIDERED:**

- 1.) Reject all bids
- 2.) Award bid to Striping Service and Supply, Inc.

### **Which alternative is recommended? Why?**

City Staff recommends alternative 2, because Striping Service and Supply's bid met all required specifications and was the lowest bid.

### **CONFORMITY TO CITY POLICY:**

This document conforms with all applicable State and City purchasing policies.

**FINANCIAL IMPACT:**

**What is the amount of the expenditure in the current fiscal year? For future years?**

The total expenditure will not exceed \$104,617.44 in the current fiscal year.

**Is this a one-time or recurring expenditure?**

One-time

**Is this expenditure budgeted?**

Yes, this expenditure is budgeted in account 248-3445-434.61-35.

**If not, where will the money come from?**

N/A

**Is there a sufficient amount in the budgeted line-item for this expenditure?**

Yes

**RECOMMENDATION:**

City Council award Bid No. 21-21 for a thermoplastic applicator to Striping Service and Supply, Inc. in the amount not to exceed \$104,617.44.

**DEPARTMENTAL CLEARANCES:**

Public Works Department  
Purchasing  
Finance  
Legal

**ATTACHED SUPPORTING DOCUMENTS:**

Quotes  
Bid Tab  
Certificates of Interested Parties