

**INDIAN RIVER COUNTY  
OFFICE OF MANAGEMENT AND BUDGET  
PURCHASING DIVISION**

**DATE:** January 29, 2018

**TO:** BOARD OF COUNTY COMMISSIONERS

**THROUGH:** Jason E. Brown, County Administrator  
Mike Smykowski, Budget Director

**FROM:** Jennifer Hyde, Purchasing Manager

**SUBJECT:** Award of Annual Bid for Aluminum Sign Blanks and Hardware (2018003)

**BACKGROUND:**

The Traffic Engineering Division creates signs for roadway and other use throughout the County. An annual bid was prepared to establish fixed pricing for the aluminum blanks and hardware used in the production of those signs. The term of this annual bid begins on your approval and continues through September 30, 2018, with the option for two additional one-year renewals.

**BID RESULTS:**

Advertising Date: August 17, 2017  
 Bid Opening Date: September 8, 2017  
 Demandstar Broadcast to: 101 Subscribers  
 Specifications/Plans Downloaded by: 14 Vendors  
 Replies: 5 Vendors

<b>Bidder</b>	<b>Location</b>	<b>Section One Aluminum Blanks</b>	<b>Section Two Hardware for Traffic Signs</b>	<b>Section Three Roll Goods</b>	<b>Grand Total</b>
Osburn Associates	St. Petersburg	<b>\$46,679.71</b>	DQ#	<b>\$42,877.00</b>	N/A
Traffic Supplies and Distribution	Fort Pierce	\$47,277.25	<b>\$90,495.00</b>	\$55,690.00	\$193,462.25
Custom Products Corporation	Jackson, MS	\$60,854.37	NO BID	\$53,842.90	N/A
Vulcan Signs	Foley, AL	\$49,007.56	NO BID	NO BID	N/A
U.S. Standard Sign	Franklin Park, IL	DQ*	DQ*	DQ*	DQ*

#Osburn Associates disqualified for Section Two – Bid did not comply with specs (altered line item description to bid a different size nut). Submitted bid price was \$94,366 for Section 2.

\*U.S. Standard Sign disqualified – Disclosure of Relationships form not signed.

## CONSENT AGENDA

### **ANALYSIS:**

The bid amounts represent the total cost, if the County was to purchase all items included in the bid, and does not represent an estimated annual expenditure. The estimated annual expenditure for FY 2017/2018 is \$70,000.00. The previous annual bid was awarded entirely to Universal Signs and Accessories, with annual expenditures of:

FY 16/17	\$56,134
FY 15/16	\$86,500
FY 14/15	\$63,316

The new bid represents modifications to pricing as compared to the previous bid for each section as follows:

Section 1	4% decrease
Section 2	5.3% increase
Section 3	.4% increase

### **SOURCE OF FUNDS:**

Funds for the anticipated purchases are available in the Traffic Engineering, Traffic Signs Account.

Account Number	Account Description	FY 17/18 Proposed Budget
11124541-035360	Traffic Engineering, Traffic Signs	\$70,000

### **RECOMMENDATION:**

Staff recommends the Board:

- Award Bid Sections 1 and 3 to Osburn Associates and Section 2 to Traffic Supplies and Distribution as the lowest responsive and responsible bidders meeting the specifications as set forth in the Invitation to Bid.
- Authorize the Purchasing Division to issue blanket purchase orders for the period of February 6, 2018 through February 5, 2019 to the recommended bidders, and;
- Authorize the Purchasing Manager to renew this bid for two (2) additional one (1) year periods subject to satisfactory performance, vendor acceptance, and the determination that renewal of this annual bid is in the best interest of Indian River County.