

TO: Reginald Wells, Director, Department of Watershed Management
FROM: Angel Frazier, Procurement Agent, Team A
SUBJECT: ITB No. 19-101061 High Pressure Resilient Wedge Insertion Valves
DATE: August 5, 2019

It is requested that you do the following:

1. Please review the attached bids associated with the above referenced solicitation and provide your award recommendation. You are looking for the lowest, responsive and responsible bidder. Your review should ensure that you are confident that your recommended supplier(s) can in fact provide the goods and services required.
2. Please provide the following information in the space provided on page two:
 - a. Specific justification why in your professional opinion the recommended vendor should be awarded the contract.
 - b. Advise of any problems in connection with the selected vendor(s), if any exist.
 - c. If you find bidders who offer lower prices than your recommended supplier(s), then you must provide specific justification why they are either non-responsive* (did not follow the instructions found in the solicitation) or non-responsible** (not able to perform/deliver as minimally required according to the scope of work found in the solicitation).

**Note – The Department of Purchasing and Contracting is ultimately responsible in determining if a bidder is non-responsive, but input/feedback from the user department is always important to us.*

***Note – The user department and the Department of Purchasing and Contracting must mutually agree before determining if a bidder is non-responsible.*

3. Return required documents within *ten (10)* business days.

If you have any questions, please call me at (404) 371-0814.



DeKalb County
GEORGIA

**The Department of
Purchasing and
Contracting**

ITB No.: 19-101061 High Pressure Resilient Wedge Insertion Valves

User Department's Recommendation

User Department Name: Watershed Management

Recommended Bidder(s) meets our approval.

Bidder 1: F.M. Shelton, Inc./\$647,632.80 Bidder 2: _____
Name/Amount Name/Amount

Bidder 3: _____ Bidder 4: _____
Name/Amount Name/Amount

Project Amount This Term: \$ 647,632.80

Funding:
General Enterprise 3 Digit Fund Code 511
CIP Line Item No. (if applicable): N/A
SPLOST

Justification:

The Department of Watershed Management (DWM) recommends F. M. Shelton, Inc. as the recommended bidder based on the total from the bid tabulation form. The bidder is the lone, lowest bidder according to the prices quoted. The High Pressure Resilient Wedge Insertion Valves are utilized for various repair projects throughout the County Water System, while also supporting the Fire Hydrant Repair Service contract, where the materials directly affect product demand.

Marketa H. Killingbeck
Digitally signed by Marketa H. Killingbeck
DN: cn=Marketa H. Killingbeck, o=DeKalb County
Government, ou=Watershed Management,
email=marketa.killingbeck@dekalbcountyga.gov, c=US
Date: 2019.08.15.09:52:09 -0400

Marketa H. Killingbeck, Project Coordinator

8/15/2019

Date

Reginald Wells
Digitally signed by Reginald Wells
Date: 2019.08.19 11:45:23 -04'00'

Reginald Wells, DWM Director

8/15/2019

Date