



Huntsville, Alabama

308 Fountain Circle
Huntsville, AL 35801

Cover Memo

Meeting Type: City Council Regular Meeting **Meeting Date:** 5/25/2023

File ID: TMP-2974

Department: Finance

Subject:

Type of Action: Approval/Action

Resolution authorizing the Mayor to enter into agreements with the low bidders meeting specifications as outlined in the attached Summary of Bids for Acceptance.

Resolution No.

Finance Information:

Account Number: See additional comments below.

City Cost Amount: \$ Various based on Contract pricing structures.

Total Cost: \$ Various based on Contract pricing structures.

Special Circumstances:

Grant Funded: \$ N/A

Grant Title - CFDA or granting Agency: N/A

Resolution #: N/A

Location: (list below)

Address: N/A

District: District 1 ☐ District 2 ☐ District 3 ☐ District 4 ☐ District 5 ☐

Additional Comments:

Standard of periodic bid utilizes by various departments.

Update of Bids:

T&V Cleaning Services, LLC - Janitorial Services-Admin (General Services)
PJH Cleaning, Inc. dba Alabama Cleaning Service

T&V Cleaning Service, LLC - Janitorial Services (General Services)

PJH Cleaning, Inc. dba Alabama Cleaning Service

Woody Anderson Ford - Gen. Mechanical Auto/truck Repair Service (Fleet Services)

Bentley Group, Inc. dba Bentley Buick GMC

Filter Pro USA, LLC - Air Filtration Services (General Services)

Ewing Irrigation Products - Pine and Wheat Straw Bales (Landscape Management)

RESOLUTION NO. 23 - _____

BE IT RESOLVED by the City Council of the City of Huntsville, Alabama, the Mayor be, and he is authorized to accept the low bids meeting specifications and effectuate the following agreements on behalf of the City of Huntsville, a municipal corporation in the State of Alabama, which said agreements are substantially in words and figures similar to those certain documents attached hereto and identified herein below. An executed copy of said documents being permanently kept on file in the office of the City Clerk of the City of Huntsville, Alabama.

AGREEMENT BETWEEN THE CITY OF HUNTSVILLE AND:

<u>VENDOR</u>	<u>COMMODITY/SERVICE</u>	<u>AGREEMENT</u>
T&V Cleaning Services, LLC PHJ Cleaning, Inc. dba Alabama Cleaning Service	Janitorial Services-Admin	One Year W/Extensions
T&V Cleaning Services, LLC PJH Cleaning, Inc. dba Alabama Cleaning Service	Janitorial Services	One Year W/Extensions
Woody Anderson Ford Bentley Group, Inc. dba Bentley Buick GMC	Gen Mechanical Auto/Truck	One Year W/Extensions
Filter Pro USA, LLC	Air Filtration Services	One Year W/Extensions
Ewing Irrigation Products	Pine and Wheat Straw Bales	One Year W/Extensions

ADOPTED this the 25th day of May, 2023.

President of the City Council of the City of
Huntsville, Alabama

APPROVED this the 25th day of May, 2023.

Mayor of the City of Huntsville, Alabama



Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: PROCUREMENT SERVICES DATE: 5/18/23
FROM: JOHN LANG DEPT: GENERAL SERVICES
BID #: 53-2023-14 COMMODITY/SERVICE: JANITORIAL SERVICES

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND T & V Cleaning Services, Inc.

RECOMMENDATION: The General Services Department recommends T & V Cleaning Services, Inc. for the Parks and Rec. portion of the Janitorial Services Bid. T & V Cleaning Services, Inc. provided the best value

DESCRIPTION	PRICE	UOM	COMMENT
SEE ATTACHED PRICING AND SCORING SHEET			

INITIAL PURCHASE:

FUNDING SOURCE: 1000-14-14310-515370-0000000

TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)

APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

John Lang

Digitally signed by John Lang
Date: 2023.05.18 07:49:41 -05'00'

Department Head

Date


Procurement Manager

Digitally signed by Tamara M.
Yancy
Date: 2023.05.23 07:50:02 -05'00'

5/23/23

Date

Email completed form to Procurement@huntsvilleal.gov



Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: PROCUREMENT SERVICES DATE: 5/18/23
FROM: JOHN LANG DEPT: GENERAL SERVICES
BID #: 53-2023-14 COMMODITY/SERVICE: JANITORIAL SERVICES

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND PJH Cleaning, Inc. DBA Alabama Cleaning Sv

RECOMMENDATION: The General Services Department recommends PJH Cleaning, Inc. for the 2nd on call vendor for the Parks and Rec. portion of the Janitorial Services Bid. PJH Cleaning, Inc. provided

DESCRIPTION	PRICE	UOM	COMMENT
SEE ATTACHED PRICING AND SCORING SHEET			

INITIAL PURCHASE:

FUNDING SOURCE: 1000-14-14310-515370-0000000

TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)


APPROVALS:

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John Lang Digitally signed by John Lang
Date: 2023.05.23 07:32:16 -05'00'

Department Head

Date

 Digitally signed by Tamara M. Yancy
Date: 2023.05.23 07:48:04 -05'00'

5/23/2023

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov



Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: PROCUREMENT SERVICES DATE: 5/18/23
FROM: JOHN LANG DEPT: GENERAL SERVICES
BID #: 53-2023-14 COMMODITY/SERVICE: JANITORIAL SERVICES

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND T & V Cleaning Services, Inc.

RECOMMENDATION: The General Services Department recommends T & V Cleaning Services, Inc. for the Administrative portion of the Janitorial Services Bid. T & V Cleaning Services, Inc. provided the best value

DESCRIPTION	PRICE	UOM	COMMENT
SEE ATTACHED PRICING AND SCORING SHEET			

INITIAL PURCHASE:

FUNDING SOURCE: 1000-14-14310-515370-0000000

TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)

APPROVALS:

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John Lang

Digitally signed by John Lang
Date: 2023.05.23 07:28:19 -05'00'

Department Head

Date


Procurement Manager

Digitally signed by Tamara M
Yancy
Date: 2023.05.23 07:48:56 -05'00'

5/23/23

Date

Email completed form to Procurement@huntsvilleal.gov



Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: PROCUREMENT SERVICES DATE: 5/18/23
FROM: JOHN LANG DEPT: GENERAL SERVICES
BID #: 53-2023-14 COMMODITY/SERVICE: JANITORIAL SERVICES

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND PJH Cleaning, Inc. DBA Alabama Cleaning Sv

RECOMMENDATION: The General Services Department recommends PJH Cleaning, Inc. for the 2nd on call vendor for the Administrative portion of the Janitorial Services Bid. PJH Cleaning, Inc. provided

DESCRIPTION	PRICE	UOM	COMMENT
SEE ATTACHED PRICING AND SCORING SHEET			

INITIAL PURCHASE:

FUNDING SOURCE: 1000-14-14310-515370-0000000

TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)


APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

John Lang Digitally signed by John Lang
Date: 2023.05.23 07:33:52 -05'00'

Department Head

Date

 Digitally signed by Tamara M Yancy
Date: 2023.05.23 07:50:47 -05'00'

5/23/23

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov



Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Procurement DATE: 04/26/2023
FROM: Autumn McCord DEPT: Fleet Services
BID #: 45-2023-15 COMMODITY/SERVICE: Gen Mechanical Auto/Truck Rpr Svc

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Woody Anderson Ford

RECOMMENDATION: Recommend to award Category 1 to Woody Anderson Ford as the lowest bidder for this category.

DESCRIPTION	PRICE	UOM	COMMENT
Category 1 - Ford:			
Shop Labor Rate	125.00	Per Hour	
Discount Percentage Off Mfr List Price for Parts	10%	Each	Discount % Off
Category 2 - GM:			
No Award			
Category 3 - Chrysler, Dodge, Jeep & Ram:			
No Award			

INITIAL PURCHASE: As Needed
FUNDING SOURCE: 1000-15-15100-513030-0000000
TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)


APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

John Lang Digitally signed by John Lang
Date: 2023.04.26 12:37:12 -05'00'

Department Head

Date

 Digitally signed by Yancy
Date: 2023.04.27 09:44:13 -05'00'

4/27/2023

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov



Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Procurement **DATE:** 04/26/2023
FROM: Autumn McCord **DEPT:** Fleet Services
BID #: 45-2023-15 **COMMODITY/SERVICE:** Gen Mechanical Auto/Truck Rpr Svc

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Bentley Group, Inc. dba Bentley Buick GMC

RECOMMENDATION: Recommend to award Category 2 to Bentley Buick GMC as the sole responsive bidder for this category.

DESCRIPTION	PRICE	UOM	COMMENT
Category 2 - GM:			
Shop Labor Rate	159.00	Per Hour	
Discount Percentage Off Mfr List Price for Parts	0%	Each	Discount % Off

INITIAL PURCHASE: As Needed
FUNDING SOURCE: 1000-15-15100-513030-0000000
TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)


APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

John Lang Digitally signed by John Lang
Date: 2023.04.26 12:36:00 -05'00'

Department Head

Date

 Digitally signed by Tamara M Yancy
Date: 2023.04.27 09:45:01 -05'00'

4/27/2023

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov



HUNTSVILLE

Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Procurement Services DATE: 5/9/23
FROM: John Lang DEPT: General Services
BID #: 48-2023-14 COMMODITY/SERVICE: Air Filtration Services

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Filter Pro USA, LLC.

RECOMMENDATION: The General Services Department recommends Filter Pro USA, LLC.
for the Air filtration Services bid.

DESCRIPTION	PRICE	UOM	COMMENT
See Pricing Sheet			

INITIAL PURCHASE: TBD
FUNDING SOURCE: 1000-14-14300-513010-0000000
TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)


APPROVALS:

My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

John Lang Digitally signed by John Lang
Date: 2023.05.09 15:17:44 -05'00'

Department Head

Date

 Digitally signed by Tamara M. Yancy
Date: 2023.05.09 18:20:14 -05'00'

5/9/2023

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov



HUNTSVILLE

Finance Department
Procurement Services Division

CONTRACT/BID AWARD RECOMMENDATION FORM

TO: Procurement DATE: May 17, 2023
FROM: Brian Walker DEPT: Landscape Management
BID #: 49-2023-52 COMMODITY/SERVICE: Pine and Wheat Straw Bales

AGREEMENT BETWEEN CITY OF HUNTSVILLE AND Ewing Irrigation Products

RECOMMENDATION: It is recommended Ewing Irrigation Products be awarded the bid as they were the lowest responsive bidder.

DESCRIPTION	PRICE	UOM	COMMENT
Pine Straw Rolls - Delivered	10.00	Each	Min Qty 50
Pine Straw Rolls - 30 Day Trailer Use Storage	11.83	Roll	Min Qty 735
Pine Straw Rolls - 60 Day Trailer Use Storage	11.83	Roll	Min Qty 735
Wheat Straw Bales - Delivered	6.00	Bale	Min Qty 50
Wheat Straw Bales - 30 Day Trailer Use Storage	7.75	Bale	Min Qty 700
Wheat Straw Bales - 60 Day Trailer Use Storage	7.75	Bale	Min Qty 700

INITIAL PURCHASE: As Needed
FUNDING SOURCE: Various
TERM OF CONTRACT: ☐ One Time
☒ One Year w/ Additional One Year Extensions as Allowable by State Law
☐ One Year
☐ Three Months
☐ Other (Explain)

APPROVALS:


My staff and I have complied with all laws, regulations, City of Huntsville Procurement Rules, and the provisions of any contract and/or grant agreements applicable to this procurement process. In addition, my staff and I have not sought by collusion with the recommended Proposer/Bidder to obtain any advantage over any other Proposer/Bidder in this procurement.

Brian R. Walker Digitally signed by Brian R. Walker
Date: 2023.05.17 11:22:58 -05'00'

5/17/2023

Department Head

Date

 Digitally signed by Tamara M Yancy
Date: 2023.05.17 13:47:28 -05'00'

5/17/2023

Procurement Manager

Date

Email completed form to Procurement@huntsvilleal.gov