



Cooperative Purchasing

**AMY S. RHINEHART**  
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## MEMORANDUM

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**TO:** Christopher J. Todd, District Superintendent  
**FROM:** Amy Rhinehart, School Purchasing Officer  
**SUBJECT:** Bid Award B18-6002 – Welding Materials  
**DATE:** 12/7/2018  
**CC:** Michael Sheperd, Assistant Superintendent for Administrative Services  
Gisele Benigno, Coordinator of Business Administration

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The Center for Instruction, Technology & Innovation (CITI) coordinated single, one-time bid for CITI to purchase welding materials (steel and steel products).

Welding Materials Bid B18-6002 solicited pricing for nine (9) items in the category of welding materials (steel and steel products). The bid is structured to award in an aggregate manner to the lowest bidder. Bidders are encouraged to bid at least 95% of the line items to be considered for the award.

Bid proposals were opened for Welding Materials Bid B18-6002 on November 28, 2018 at 2:00 p.m. The bid was advertised in CITI's legally designated newspaper, the Palladium Times, the bid solicitation was posted on CITI's public web site, and bid solicitations were e-mailed directly to five (5) potential vendor respondents.

Four (4) vendors responded to the bid solicitation and a tabulation of the results appears on the following page:



**WELDING MATERIALS**

**Number of items solicited: 9**

Vendors	Number of Items Bid	% Items Bid	Total of Eight (8) Common Items
American Steel and Aluminum LLC	9	100%	<b>\$5,708.00</b>
Klein Steel Service	9	100%	\$10,290.00
Metco Supply Inc.	8	89%	\$11,033.30
Steel Sales, Inc.	9	100%	\$6,619.22

**American Steel and Aluminum LLC.** provided the lowest responsive aggregate bid for the eight (8) common items solicited. The following chart is a tabulation of bids for the three (3) vendors that bid 100% of the line items:

Vendors	Number of Items Bid	% Items Bid	Total of All Bid Items Solicited
American Steel and Aluminum LLC	9	100%	<b>\$13,868.00</b>
Klein Steel Service	9	100%	\$23,330.00
Steel Sales, Inc.	9	100%	\$14,601.62

**American Steel and Aluminum LLC.** provided the lowest responsive aggregate bid for all nine (9) line items on the bid.

**Recommendation:** The Welding Materials Bid B18-6002 with a contract date of February 2, 2019 to July 31, 2019 be awarded as to American Steel and Aluminum LLC

**Total Award:** Nine (9) items with a total bid award of **\$13,868.00.**