

DENVER BOARD OF WATER COMMISSIONERS

Meeting Date: November 9, 2011

Board Item: V-A-4

Tabulation of Bids for Envelopes

Action by Consent

Action

Information

Envelopes of various sizes are stocked in the warehouse for use throughout Denver Water.

Invitation for Bids documents were downloaded by 33 potential bidders and sent to 10 SBE trade organizations. Denver Water received five responses, three of which were SBEs. The low bid submitted by National Envelope is, on average, approximately 9% less than the previous contract.

The previous contract for envelopes was awarded November 11, 2009 to Rockmont Envelopes.

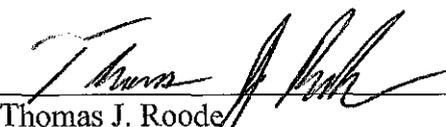
Envelopes are warehouse stock items that are included in the Operations and Maintenance budget for 5QA0002 for 2012 and 2013.

Recommendation:

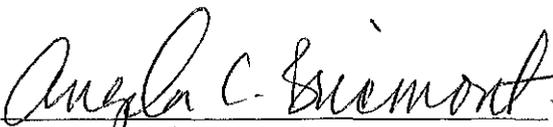
It is recommended that the Board authorize the award of Contract No. 13768A to National Envelope for a total contract amount not to exceed \$180,000.00 for envelopes of various sizes for the contract period November 10, 2011 through November 30, 2013.

Approvals:

Respectfully submitted,


Thomas J. Roode
Director of Operations & Maintenance


James S. Lochhead
CEO/Manager


Angela C. Bricmont
Director of Finance