

**INVITATION FOR BIDS**  
**TABULATION, ANALYSIS, AND RECOMMENDATION**

Contracting Agency:	Travaux Inc.
Official Notice Number:	57871
Date and Time of Opening:	Tuesday, August 14, 2018, 2:00 PM (CDST)
Type of Work, Services, or Material:	Wood Windows and Patio Doors (Commodity Only) for Multi-Family Apartment Building 2.3
Housing Development and Number:	Westlawn Gardens Phase 2
Budget Amount/Cost Estimate:	\$330,000.00
Budget/Account Number:	Westlawn Renaissance III, 552B-148000

<u>Bidder</u>	<u>City, State</u>	<u>Amount</u>
Jordan's Construction Services LLC	Milwaukee, WI	\$199,868.00
<b><i>Insulation Technologies Inc.</i></b>	<b><i>Milwaukee, WI</i></b>	<b><i>\$245,029.00</i></b>

## PROCUREMENT REVIEW

**PROCURING SECTION:** Modernization & Development Services

The low bidder, Jordan's Construction Services LLC, withdrew its bid due to an error on its part that rendered its bid incomplete. Based on the review of bids by staff, the Modernization & Development Services section recommends award to Insulation Technologies Inc., the lowest responsive and responsible bidder.

Vice President of Construction \_\_\_\_\_ Date \_\_\_\_\_

## EMERGING BUSINESS ENTERPRISES

Target Contracting	<u>25</u> %	<u>20% MBE and/or WBE</u> <u>5% any designation (MBE, WBE, DBE, EBE, SBE, VOB)</u>
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Proposed Contracting	<u>100</u> %	<b>MBE</b>
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Insulation Technologies Inc. is a certified MBE with the State of Wisconsin. Insulation Technologies Inc. has not identified a need to subcontract at this time due to this procurement being for commodity only. Purchasing/Contracts Services recommends proceeding with award.

Section 3 Coordinator \_\_\_\_\_ Date \_\_\_\_\_

### SECTION 3

Target Contracting	_____ %	Target Employment	_____
Proposed Contracting	_____ %	Proposed Employment	_____

Because this procurement is for commodity only, Section 3 does not apply.

Section 3 Coordinator \_\_\_\_\_ Date \_\_\_\_\_

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**FINANCE AND ACCOUNTING**

Finance and Accounting concurs with the recommendation of the Procuring Section to award contract to Insulation Technologies Inc. Charge the account number(s) as indicated above.

Grants Accountant/Budget Analyst \_\_\_\_\_ Date \_\_\_\_\_

**RECOMMENDATION**

RECOMMEND AWARD OF CONTRACT TO INSULATION TECHNOLOGIES INC., THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER.

**APPROVAL RECOMMENDED**

Chief Financial Officer \_\_\_\_\_ Date \_\_\_\_\_

Asst Secretary–Mod Coordinator \_\_\_\_\_ Date \_\_\_\_\_

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**APPROVED**

Secretary–Executive Director \_\_\_\_\_ Date \_\_\_\_\_