

TAB I: Assessing Responsiveness

version: 2/22/2017

PROJECT:	910 Dublin Road Standby Power Improvements	Bid Date:	December 9, 2020
Department/Division:	Public Utilities / Water	Initial Apparent Low Bidder:	Proline
Section:	Distribution	Initial Apparent Low Bid :	\$ 127,202.00

Bids from Apparent lowest to highest:		Apparent Low	2nd	3rd	4th	5th	6th
CIP No.	690026-100018	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME
Project Manager:	Bob Arnold, P.E.	Proline	Claypool				
Engineer's Estimate:	\$109,878.75	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount
		\$127,202.00	\$177,480.00				
		39.53%	-100.00%				

PART IA: Responsiveness Criteria, General Provisions (329.20)		INPUT "YES" FOR POSITIVE RESPONSE OR "NO" FOR NEGATIVE RESPONSE (all "yes" answers needed for responsive bid)					
a	The bidder is pre-qualified responsible or prequalified provisionally responsible at time of bid due date. (329.20)(c)	YES	YES				
b	The bid contains the full name of every person or company interested in the same and such other relevant information as the city agency deems appropriate. (329.20)(g) FORM B1	YES	YES				
c	The bidder submitted , with bid, an affidavit stating: (1) That as of the date of bid submission, there have been no changes in the information disclosed in its application for responsibility prequalification; or (2) That changes in the information disclosed in the bidder's application for responsibility prequalification have been reported to director of finance and management or designee and that the bidder is still prequalified responsible or provisionally responsible. (329.20)(d) FORM B9	YES	YES				
d	There is no evidence of collusion among the bidders. (329.20)(e)	YES	YES				
	BID IS:	RESPONSIVE	RESPONSIVE				

Construction Contract Evaluation Spreadsheets per Columbus City Code Section 329

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		\$127,202.00	\$177,480.00				
PART IB: Responsiveness Criteria, Subcontractors (329.20)		INPUT "YES" FOR POSITIVE RESPONSE OR "NO" FOR NEGATIVE RESPONSE (all "yes" answers needed for responsive bid)					
a	The bidder provided a list of subcontractors with bid or indicated there were not any subcontracting opportunities. (329.20)(h)(1) FORM B5	YES	YES				
b	If subcontractors are listed, Bidder indicated which subcontractors are licensed construction trade subcontractors. (329.20)(h)(2) FORM B6 (If no licensed trade subcontractors are listed, enter "NA")	NA	NA				
c	If licensed trade subcontractors are listed, the bidder proposed pre-qualified responsible or provisionally responsible licensed trade subcontractors. (329.20)(h) (If no licensed trade subcontractors are listed, enter "NA")	NA	NA				
d	If subcontractors are listed, the bidder listed the division/section of work under which the sub is performing. (329.20)(h)(5) (If no licensed trade subcontractors are listed, enter "NA") FORM B6	NA	NA				
e	If subcontractors are listed and the bidder listed more than one subcontractor per division/section of work, did the bidder explain why more than one sub is listed for the division/section of work? (329.20)(h)(5) (If no licensed trade subcontractors are listed, enter "NA") FORM B6	NA	NA				
f	Bidder stated, via affidavit , that its proposed licensed construction trade subcontractors are pre-qualified responsible or provisionally responsible. (329.20)(h)(3) Form B9 (If no licensed trade subcontractors are listed, enter "NA")	NA	NA				
g	Bidder did not bid subcontractors who were currently suspended or debarred by the city. (329.20)(h)(4) (see links on Tab 5)	YES	YES				
	BID IS:	RESPONSIVE	RESPONSIVE				

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PART IC: Responsiveness Criteria, Bid Specific (329.23)		INPUT "YES" FOR POSITIVE RESPONSE OR "NO" FOR NEGATIVE RESPONSE (all "yes" answers needed for responsive bid)					
a	Bidder did not submit more than one bid for same work. (See referenced code section for full text.) (329.23)(f)(1)(a)	YES	YES				
b	Bidder acknowledged addenda. (329.23)(f)(1)(e) BID SIGNATURE PAGE, page 2	YES	YES				
c	Bidder complied with technical pre-qualification requirements/specification requirements where applicable. (329.23)(f)(1)(c)	YES	YES				
d	The bid contains no conditions or qualifications not provided in the invitation for bid. (329.23)(f)(1)(d)	YES	NO				
e	Bidder added no provisions reserving right to accept or reject award. (329.23)(f)(1)(f)	YES	YES				
f	Bidder submitted a bid guarantee. (329.23)(f)(1)(i) FORM B2, FORM B3	YES	YES				
g	Bidder did not submit an irregular bid guarantee. (329.23)(f)(1)(i) FORM B2, FORM B3	YES	YES				
h	Bid prices are materially balanced. (329.23)(f)(1)(b) FORM B4	YES	YES				
i	Bid contains no irregularities or deviations from the bid that affect bid amount. (329.23)(f)(1)(j) and (329.23)(f)(1)(e)	YES	YES				
j	Bidder submitted a unit price for each contract item listed, if required. (329.23)(f)(1)(g) FORM B4 (If a unit price is not an option, enter "NA")	NA	NA				
k	Bidder submitted a lump sum price if required. (329.23)(f)(1)(h) FORM B4 (If lump sum is not an option, enter "NA")	YES	YES				
l	Bidder has complied with section 329.20(h) regarding subcontractors. (329.23)(f)(1)(k) FORM B6	NA	YES				
m	Bid does not contain alterations, omissions, errors, such that it does respond to the bid documents. (329.23)(f)(1)(j)	YES	NA				
n	Bid responds to bid documents in all material respects. (329.23)(f)(1)(e)	YES	YES				

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Section:	Distribution	Initial Apparent Low Bid :	\$ 127,202.00

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Project Manager:	Bob Arnold, P.E.	Proline	Claypool				
Engineer's Estimate:	\$109,878.75	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount
		\$127,202.00	\$177,480.00				
o	Bid is complete. (329.23)(f)(1)(e)	YES	YES				
	BID IS:	RESPONSIVE	NON-RESPONSIVE				

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Project Manager:	Bob Arnold, P.E.	Proline	Claypool				
Engineer's Estimate:	\$109,878.75	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount
		\$127,202.00	\$177,480.00				

PART ID: Responsiveness Criteria, Contract Compliance		A "no" answer in Part IE will not necessarily render a bid non-responsive. Bidder must have a valid contract compliance no. prior to contract execution.					
a	The "Evaluated Low Bidder" has an active contract compliance number at the time of bid.	YES	YES				

Bid Responsivness, Waiver Considerations:	Bid Responsive, Continue to Part II	Waiver Legislation Required to Contract; Contact Fiscal Office	Waiver Legislation Required to Contract; Contact Fiscal Office	Waiver Legislation Required to Contract; Contact Fiscal Office	Waiver Legislation Required to Contract; Contact Fiscal Office	Waiver Legislation Required to Contract; Contact Fiscal Office
Proceed to Part II?	YES	NO				

LOWEST RESPONSIVE BID, TAB I	\$ 127,202.00	← Manually Enter Amount
LOWEST RESPONSIVE BIDDER, TAB I	Proline	← Manually Enter Information

TAB II: Assessing Responsibility

PROJECT:	910 Dublin Road Standby Power Improvements	Bid Date:	December 9, 2020
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Department/Division:	Public Utilities / Water	Responsive Low Bidder (from Tab I):	Proline
Section:	Distribution	Responsive Low Bid (from Tab I):	\$ 127,202.00

CIP No.	690026-100018	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME
Project Manager:	Bob Arnold, P.E.	Proline	NA	NA	NA	NA	NA
Engineer's Estimate:	\$ 109,878.75	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount	Initial Bid Amount
		\$ 127,202.00	0	0	0	0	0

PART IIA: 329.23 (2) Responsibility Criteria		INPUT "YES" FOR POSITIVE RESPONSE OR "NO" FOR NEGATIVE RESPONSE (1 point for each "yes", 0 for "no")					
a	Based on bid amount (as compared to other bids) no further documentation needed (i.e., bid statistically comparable to others). FORM B3- Bid Price and Amount	NA	NA				
b	The bidder has demonstrated to the city's satisfaction adequate and appropriate SPECIALIZED EQUIPMENT for the project. FORM B6, Experience, Comptency & Resources	YES	NA				
c	The bidder has demonstrated to the city's satisfaction adequate and appropriate HUMAN RESOURCES for the project. FORM B6, Experience, Comptency & Resources	YES	YES				
d	The bidder has actively engaged in the construction industry. FORM B6, Experience, Comptency & Resources	YES	YES				
e	The bidder has experience in the area of construction service for which the bid has been submitted. FORM B6, Experience, Comptency & Resources	YES	YES				
f	The bidder has a successful record of complying with and meeting completion deadlines. FORM B7	YES	NA				
g	The bidder has a successful record of controlling costs on similar construction projects. FORM B7	YES	NA				
h	The bidder has no (substantial) uncompleted work that would hinder the success of the project. FORM B8	YES	YES				
Responsibility Score:		7	4	0	0	0	0
Continue to TAB 3?		YES	NO				

↑
Manually Enter Information

TAB III. Assessing Local Bidder

PROJECT:	910 Dublin Road Standby Power Improvements	Bid Date:	December 9, 2020
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Department/Division:	Public Utilities / Water	Evaluated Low Bidder (from Tabs I and II):	Proline
Section:	Distribution	Evaluated Low Bid (from Tabs I and II) :	\$ 127,202.00

CIP No.	690026-100018	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME
Project Manager:	Bob Arnold, P.E.	Proline	NA	NA	NA	NA	NA
Engineer's Estimate:	\$ 109,878.75	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
		\$ 127,202.00	NA	NA	NA	NA	NA
PART III: 329.01(u) and 329.212 Local Bidder							

	IS BID LOCAL?	NO	NO				
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To look up if a bidder is local, use the Office of Construction Prequalification's list located at

<X:\Construction Prequalification>

PART IIIA:

step 1	<p>IF APPARENT LOW BID IN PART II IS LOCAL, STOP. Skip steps 2-5 and enter data in Steps 6 & 7 and continue to TAB IV.</p> <p>IF APPARENT LOW BID IN PART II IS NOT LOCAL, CONTINUE TO TO STEP 2 (see above for apparent low bid and bidder information)</p>
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Part IIIB:							
step 2	Percentage difference of bid from apparent NON-LOCAL, LOW BID.	0.000%	NA	NA	NA	NA	NA
step 3	Is amount in prior step WITHIN ONE PERCENT (1%) OF THE LOW BID?	YES	NA	NA	NA	NA	NA
step 4	If step 3 is "yes", SEE PROCEDURES ON SHAREPOINT SITE. DID AGENCY FOLLOW PROCEDURES FOR BIDDER RELATING TO CITY CODE SECTIONS 329.212 (INDICATE IF NA)?						
step 5	INPUT NEW BID AMOUNT FOR BIDDER, IF APPLICABLE, OR ZERO (\$0)						

Part IIIC:		
step 6	REVISED LOW BID AMOUNT, TAB IIIB:	\$ 127,202.00
step 7	REVISED LOW BIDDER, TAB IIIB:	Proline

← Manually Enter Amount

← Manually Enter Information

TAB IV. Calculating Environmental Preference

PROJECT:	910 Dublin Road Standby Power Improvements	Bid Date:	December 9, 2020
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Department/Division:	Public Utilities / Water	Evaluated Low Bidder (from Tabs I, II and III):	Proline
Section:	Distribution	Evaluated Low Bid (from Tabs I, II and III) :	\$ 127,202

CIP No.	690026-100018	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME	COMPANY NAME
Project Manager:	Bob Arnold, P.E.	Proline	NA	NA	NA	NA	NA
Engineer's Estimate:	\$ 109,878.75	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount	Bid Amount
		\$ 127,202.00	NA	NA	NA	NA	NA
PART IV: 329.(17) Environmental Preference							
Apparent Low Bid:	\$ 127,202.00	Apparent Low Bidder:	Proline				

PART IV: 329.(17) Environmental Preference							
step 1	Did apparent/evaluated low bidder submit "environmentally preferable" bid? Answer "YES" or "NO" for apparent low bidder. For all other bidder's, input "NA"	NO	NA				
step 2	Excluding apparent low bidder, did bidder submit "environmentally preferable" bid?	NA	NO				
step 3	STOP. If apparent/evaluated low bidder submitted an environmentally preferable bid, then the apparent/evaluated low bidder is lead bidder for Tab 4. Ignore the data in Steps 4-6, complete Step 7, and proceed to Tab 5. If the apparent/evaluated low bidder did not submit an environmentally preferable bid, proceed to Steps 6 and 7.						
step 4	Calculate environmental preference for each bid. It is up to five percent (5%) of the non-environmental low bid, for a maximum of \$20,000 per bid.	0.000%	NA	NA	NA	NA	NA
step 5	Preference amount for each eligible bid (if 0, then no environmental preference was applied).	\$ -	NA	NA	NA	NA	NA
step 6	Bid amount less environmental preference, except if both claim environmental preference; in that case, both claiming EP cancels it for both	\$ 127,202.00	NA	NA	NA	NA	NA
step 7	Low Bid Amount: \$ 127,202.00 Low Bidder:	Proline					

↑
Manually Enter Amount

↑
Manually Enter Information

TAB V. Miscellaneous

Apparent Low Bidder/Bid:	Proline	\$ 127,202.00
Project:	910 Dublin Road Standby Power Improvements	

Other "responsible"
requirements 329.23(f)(2)(e)

With respect to a bidder whose bid is determined to be 10% or more below that of the next lowest bidder, [do they have] supplemental details regarding the bid and/or historical information regarding performance and costs on similar contracts to demonstrate the bidder's ability to complete the contract at the price specified.

Bidders	Proline	Claypool	0	0	0	0
Bid	\$ 127,202.00	\$ 177,480.00	\$ -	\$ -	\$ -	\$ -
Percent Difference btwn Bid and Next Highest Bid	39.53%	-100.00%				

Is any bidder 10% or more below the next bidder?

YES

If yes, does the lower bidder's TAB 2 evaluation have 'yes' answers for questions c, d, g, and h?

YES

If yes, low bidder is "responsible" under this provision.

Bid Guarantee Requirements

Below are the required documents for each bid guarantee type allowed.

Is the guarantee greater than or equal to 10% of the bid?

YES

Did the bidder submit all of the required documents based upon the guarantee submitted?

YES

Bid Bond

Bond on City's bond form

Surety power of attorney

Most recent surety financial statement

Current Ohio Dept. of Insurance Certificate of Compliance

Letter of Credit

LOC on City's LOC form

Certified/Cashier's Check

Drawn on a solvent bank

Contract Compliance

Are all subcontractors contract compliant? Required before the contract can be executed.

N/A

If there are not any subcontractors, choose N/A.

Foreign/Non-Ohio Corp

Is the corporation foreign or the individual or partnership a non-resident of the State of Ohio?

NO

If yes, then did they file with the Secretary of State a power of attorney designating them or their agent or the Secretary of State, as agent, for the purpose of accepting service of summons, in any action in law or equity, or both, brought in the State of Ohio

N/A

This is required before the contract is awarded. "Awarded" means before the Director accepts/approves the bid

<http://www.sos.state.oh.us/>

Award recommendation: After evaluation of the bids, I recommend the following contractor be awarded the contract for:

Project Name:	910 Dublin Road Standby Power Improvements
Recommended Bidder:	Proline Electric, Inc.
Contract Amount:	\$ 127,202.00

Evaluator's Name:	M. Smith
Evaluation Completion Date:	12/10/2020

Additional Information for Departments:

State of Ohio - Ohio Auditor

This is the link to the State of Ohio Auditor's web site to check for "findings for recovery"

<https://ohioauditor.gov/findings.html>

Construction Contract Evaluation Spreadsheets per Columbus City Code Section 329

Apparent Low Bidder/Bid:	Proline	\$ 127,202.00
Project:	910 Dublin Road Standby Power Improvements	

Federal - System for Award Management

This is the link to the Federal System for Awards Management site to check for "findings for recovery"

<https://www.sam.gov/portal/SAM/#1>

City of Columbus

Contact the Purchasing Office if you have a question about the City's list of debarred vendors.

State of Ohio Debarment

This is the link to multiple state agencies that lists debarred companies.

<http://ofcc.ohio.gov/Resources/Debarments.aspx>

OSHA

This is the link to the US Department of Labor's website for OSHA violations

<https://www.osha.gov>

City of Columbus Office of Prequalifications

Pre-Qualification Office email:

prequalification@columbus.gov

Pre-Qualification Office phone no:

645-0359

TAB VII: Notes

Overall bid questions:

(IC-c): 1. Are there any technical requirements / specifications required? If so, does the lowest bidder meet them?

PM's responses:

Contractor must be a licensed electrical contractor, bidder meets requirement.

Proline

(IIA-a) & (Tab 5) Statistically Comparable to other Bids?
16% higher than E.E. and 40% lower than 2nd lowest. If awarded contract, PM should state if they are ok with pricing. Marked "NA" to continue evaluation.

The cost for the Contract is ok because of the minimal amount of work required for this project.

(IIA-f & g): Meet deadlines/costs?
Vendor did not submit start/end dates nor pricing. Cannot evaluate. Marked "NA" to continue evaluation. If awarded contract, PM should comment.

This should be very quick project because of the amount of work and no special electric materials is needed.

***Changed to Yes - Missy 12/22/20**

Claypool

(IC-d): Responsiveness:
Claypool submitted a proposal letter. Under Section II.A.9 Scope of Work, they took exception to 2 items. PM should respond and comment on anything else in proposal letter. Marked "NA" to continue evaluation.

The City would not accept Claypool's notations and exclusions.

12/23/20: Marked "No" based on PM's comments.

(IIA-b): Specialized Equipment
Did not submit documentation. Marked "NA" since we can ask for clarification.

(IIA-f & g): Meet deadlines/costs?
Only listed 2 projects; did not include start/end dates or end pricing (assuming these are active projects). Marked "NA" since we can ask for clarification.