

LARIMER COUNTY BID #12-22
COIN / CARD OPERATED LAUNDRY
FACILITIES DEPARTMENT
JUNE 15, 2012, 2:00 P.M.

Bids to consider the purchase of coin/card operated laundry machines for the Larimer County Facilities Department were received and opened on Friday, June 15, 2012 at 2:00 P.M. in the Purchasing Department. Bids were opened by Heather L. MacMillan, Purchasing Agent I, and recorded by Les Brown, Department Specialist II. The following bids were received:

<u>VENDOR</u>		<u>COST</u>
Martin-Ray Laundry Systems	Bid #1	\$42,781.50
	Bid #2	\$49,057.23
Laundry Specialists		\$51,034.20

No decision of award was made pending review and recommendation by the Larimer County Facilities Department.

The Larimer County Facilities Department reviewed the bids and recommends accepting bid #2 from Martin-Ray, per the attached departmental recommendation.

The Larimer County Purchasing Department concurs with the above recommendation.



Kathryn Rowe
Purchasing Director



Carol L. Block, Financial Services Director
For the Board of Larimer County Commissioners



PURCHASING DEPARTMENT

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TO: Michael Kirk, Facilities Services Director
Sonja Isakson, Facility Planner, FITD

FROM: Heather MacMillan, Purchasing Agent I, Purchasing

DATE: 6/15/12

SUBJECT: B12-22, Coin / Card Operated Laundry

Transmitted for your review and recommendation, are the bids received to consider the purchase of coin/card operated laundry machines.

NOTE: As described below, no bids received fully meet the specifications as listed in the bid documents and Addendum #1.

- 1) Martin-Ray submitted two bids and indicated under "Exceptions" on their Bid Form that the models they have bid do not have gravity drains, only pump-drains. Per question #4 on Addendum #1;
Question 4: Will the washers be gravity drain or pump drains?
Response: The washers will be gravity drain.
- 2) Laundry Specialists submitted one bid and indicated under "Exceptions" on their Bid Form that the single stand-alone dryer does not have a window. Per 1(b) under Specifications on page 3 of the bid documents; "Door on dryer should have window."

When you have completed your review of the bids, please prepare your recommendation on this form and return the form to me. If you do not recommend awarding the bid to the lowest bidder, please explain why. This document will be considered a public record and open to inspection.

I recommend awarding this bid to Martin-Ray, for their second bid, in the amount of \$45,786.72, for 14 card-operated washer/dryer units, and one stand-alone dryer for the following reasons:

First, upon reviewing the bids with the Alternative Sentencing Department (ASD), it was determined that purchasing coin-operated machines would put too high a demand on ASD employees to collect and count coins from 29 machines in 4 different rooms. By using card-operated machines however, staff only has to collect paper currency from one centrally located BVA (Basic Value Adder, which accepts paper currency and adds those funds to a card similar to a credit card) and there are no coins to count. Saving of staff time equates to "soft cost" dollar savings for years to come.

Secondly, a design error was discovered when reviewing the bids, and the 2nd floor plumbing would only accommodate 14 washer/dryer units, not 15 units as reflected in the bid. Thus, the final amount awarded is slightly lower than the original bid of \$49,057.23 as there are fewer units being purchased.

THIS RECOMMENDATION MUST BE SIGNED BY THE DEPARTMENT HEAD


DEPARTMENT HEAD SIGNATURE

FACILITIES SERVICES
DEPARTMENT

6/29/12
DATE

Thank you.