



**CITY OF BAY CITY**  
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## AGENDA ITEM SUBMISSION FORM

Any item(s) to be considered for action by the City Council must be included on this form and be submitted along with any supporting documentation. Completed Agenda Item Submission forms must be submitted to the City Secretary's Office no later than 4:00 p.m. on the Monday of the week prior to the Regular Council meeting.

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**Requestor Name:** Lopez, Gabriel **Date Submitted:** 09/04/2024  
*Last, First* *MM/DD/YYYY*

**Requestor Type:** City Staff **Meeting Date:** 09/10/2024  
*Citizen/City Staff/Council Member* *MM/DD/YYYY*

**Position Title** Engineering Technician  
*For City Staff Only*

**Agenda Location:** Discussion  
*(e.g.: Consent Agenda/ Discussion Item/ Public Hearing/ Executive Session/ Presentation)*

### Agenda Content:

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**Discuss, consider, and/or approve the rejection of all bids received for the FY 2024 Public Works Roadway Materials Invitation to Bid and authorize staff to rebid.**

### Executive Summary of Item:

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**BACKGROUND:** The City of Bay City issued an Invitation to Bid (ITB) for the procurement of roadway materials necessary for the city's maintenance and improvement projects. The ITB included specifications for materials that must meet the Texas Department of Transportation (TxDOT) standards.

After reviewing the submitted bids, it was determined that there was insufficient competition, which could limit the city's ability to secure the best possible pricing and terms for the materials needed. For some bid items, unit prices for both delivery and pick-up were not requested, reducing flexibility in selecting the most cost-effective option.

To improve competition and provide more options for pricing and delivery, it is recommended that all bids be rejected and a new ITB be issued with an extended response period. The new ITB will also request pick-up and delivery for additional bid items. Vendors in the area will be notified of the rebid to encourage greater participation.

**FINANCIAL IMPLICATIONS:** Rejecting all bids and rebidding will result in a slight delay in the procurement process but is expected to lead to more competitive pricing. The goal is to ensure that the city secures the best value for the roadway materials. There are no immediate financial costs associated with rejecting the current bids. Any changes in costs resulting from the rebid will be reflected in the final bid selection.

**IMPACT ON COMMUNITY SUSTAINABILITY:** Rebidding the project with extended vendor outreach is anticipated to enhance competition, ensuring the city procures the necessary materials at the best available price. This will help maintain fiscal responsibility while still moving forward with key roadway projects, benefiting the community's overall safety and sustainability. Increasing competition through the rebid process contributes to the city's ability to complete roadway improvements on time and within budget, promoting long-term infrastructure stability.

**RECOMMENDATION:**

Staff recommends that City Council reject all bids submitted in response to the ITB for roadway materials and authorize staff to rebid to help secure the most advantageous pricing and terms for the city.

**ATTACHMENTS:**

None