



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 24, 2018
Action Item for the City Council Meeting May 8, 2018

DATE: April 24, 2018

TO: Margie C. Rose, City Manager

FROM: Robert Rocha, Fire Chief
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Generator Service and Repair for Corpus Christi Fire Department for a Two-year Service Agreement not to Exceed \$38,700, with One One-year Option and Total Potential Multi-year Amount of Up to \$58,050

CAPTION:

Motion authorizing a two-year service agreement for generator service and repair with Loftin Equipment Company, Inc. of San Antonio, Texas for an amount not to exceed \$38,700, with one one-year option for a total potential multi-year amount of \$58,050.

PURPOSE:

The service agreement will secure a contractor for generator services for Corpus Christi Fire Department (CCFD) facilities.

BACKGROUND AND FINDINGS:

Generators provide the stations with vital electrical power. The generators power the overhead doors, and other important systems with the stations. More importantly, they provide power to our radios and other essential communications systems. Emergency responder radio equipment, as found in the stations, must have back up power, as required by the fire code. Within CCFD facilities this back up power comes from properly operating electric power generators. These generators require routine maintenance and at times major repairs.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids for a new contract. The City received six responsive, responsible bids and is recommending the award to Loftin Equipment Company, Inc.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City’s purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Fire Department

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$491,194.00	\$49,987.50	\$541,181.50
Encumbered / Expended Amount	\$266,703.61	.00	\$266,703.61
This item	\$8,062.50	\$49,987.50	\$58,050.00
BALANCE	\$216,427.89	.00	\$216,427.89

Fund(s): General Fund

Comments: The initial contract is for an amount not to exceed \$38,700 of which \$8,062.50 is funded in FY2017-2018 budget. The total contract value will be \$58,050 if option year are executed.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tabulation