



AGENDA MEMORANDUM

Action Item for the City Council Meeting January 14, 2020

DATE: January 14, 2020

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of Asset Management
JimD@cctexas.com
(361) 826-1909

Kim Baker, Director of Contracts and Procurement
KimB2@cctexas.com
(361) 826-3169

Electrical Services for Asset Management

CAPTION:

Motion authorizing a two-year service agreement with three one-year options for a total amount not to exceed \$ 370,000.00 for the initial term and a total potential value not to exceed \$925,000.00, with Gourley Contractors, LLC of Corpus Christi, Texas for Electrical Services to City occupied facilities for maintenance repairs and new installations for Asset Management, with FY 2020 funding in an estimated amount of \$138,750.00 available through the Facility and Property Management Fund.

SUMMARY:

This is a motion to approve a service agreement with Gourley Contractors, LLC of Corpus Christi, Texas for Electrical Services. These services will provide electrical services for City owned facilities including maintenance repairs and new installations for Asset Management on as needed basis.

BACKGROUND AND FINDINGS:

Asset Management is responsible for maintenance of 478 City owned or leased facilities. These facilities have complex electrical systems that are outside the level of expertise of the City's electrical staff. It is determined that if an electrical repair arises that is beyond the level of expertise of the City's electrical staff, a professional electrical company with a more abundant resource of experienced electricians would be needed to perform the

work so that the facility does not fall into disrepair.

Contracts and Procurement conducted a competitive request for bid (RFB) process to obtain bids for a new contract. The City received three responsive, responsible bids and is recommending award to Gourley Contractors, LLC. In this RFB process, the quantity used was an estimated number to determine the lowest bidder, while the contract value is determined based on the department's budget and past usage; therefore, there is a difference in the bid price and the contract value. This is a Job Order Contract, and the contractor shall provide services on an as needed basis.

ALTERNATIVES:

The alternative is to perform the work in house. However, additional employees will need to be hired with the expertise to perform this specialized type of work. In the long run, this alternative may not be the best solution due to the increase cost for internal staffing.

FISCAL IMPACT:

The fiscal impact for Asset Management for FY 2020 is \$138,750.00 for the initial two-year service agreement. The remaining cost for the initial agreement and the potential of three one-year options will be budgeted through the annual budget process.

FUNDING DETAIL:

Fund:	5115	Facility and Property Management
Organization/Activity:	40300	Facility Management and Maintenance
Mission Element:	191	Operate City Buildings and Facilities
Project # (CIP Only):	N/A	
Account:	530215	Maintenance & Repairs-Contracted

RECOMMENDATION:

Staff recommends approval of this motion authorizing a two-year service agreement, with three one-year options with Gourley Contractors, LLC for Electrical Services as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement