



## AGENDA MEMORANDUM

Future Item for the City Council Meeting of December 9, 2014  
Action Item for the City Council Meeting of December 16, 2014

---

**DATE:** December 9, 2014

**TO:** Ronald L. Olson, City Manager

**FROM:** Christela Morales, Procurement Manager  
[christelam@cctexas.com](mailto:christelam@cctexas.com)  
(361) 826-3169

Mark Van Vleck, P.E., Executive Director of Utilities Department  
[markvv@cctexas.com](mailto:markvv@cctexas.com)  
(361) 826-1874

|  |
|--|
| <b>Supply Agreement for Brass Service Fittings</b> |
|--|

**CAPTION:**

Motion approving a supply agreement with Ferguson Enterprises, Corpus Christi, Texas for brass service fittings in accordance with Bid Invitation No. BI-0272-14 based on lowest responsible bid for an estimated annual expenditure of \$200,860.00, of which \$167,383.33 is required for the remainder of FY 2014-2015. The term of the agreement shall be for twelve (12) months with options to extend for up to two (2) additional twelve-month periods, subject to the approval of the supplier and the City Manager or designee. These items are purchased into the Warehouse Inventory and charged out to the Utilities Department.

**PURPOSE:**

The brass service fittings are stocked by the Warehouse and used for existing and new service by the Utilities Department.

**BACKGROUND AND FINDINGS:**

All options to extend the previous contract have been exercised.

**ALTERNATIVES:**

None.

**OTHER CONSIDERATIONS:**

None.

**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:**

Warehouse, Utilities Department

**FINANCIAL IMPACT:**

Operating

Revenue

Capital

Not applicable

| <b>Fiscal Year: 2014-2015</b> | <b>Project to Date Expenditures (CIP only)</b> | <b>Current Year</b> | <b>Future Years</b> | <b>TOTALS</b>  |
|-------------------------------|--|---------------------|---------------------|----------------|
| Line Item Budget              |  | \$2,562,248.00      | \$33,476.67         | \$2,595,724.67 |
| Encumbered / Expended Amount  |  | \$0                 | \$0                 | \$0            |
| This item                     |  | \$167,383.33        | \$33,476.67         | \$200,860.00   |
| BALANCE                       |  | \$2,394,864.67      | \$0                 | \$2,394,864.67 |

Fund(s): Stores Fund

**Comments:** The \$167,383.33 financial impact shown above represents ten (10) months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$33,476.67 for the last two (2) months of the contract will be requested during the normal FY 2015-2016 budget approval process.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation