



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting January 28, 2020

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**DATE:** January 28, 2020

**TO:** Peter Zaroni, City Manager

**FROM:** Jim Davis, Director of Asset Management  
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<p><b>Service Agreement for Plumbing Services and Repairs for Asset Management</b></p>
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**CAPTION:**

Motion authorizing a three-year service agreement with Smart Plumbing, Incorporated of Corpus Christi, Texas with an amount not to exceed \$626,643.75, to perform on-call plumbing repair services to City owned facilities, effective upon issuance of notice to proceed, with FY 2020 funding in an estimated amount of \$139,254.17 available through the Facility and Property Management Fund.

**SUMMARY:**

This motion authorizes a service agreement with Smart Plumbing, Incorporated to perform on-call plumbing repair services to City owned facilities. These services are necessary to maintain the buildings from deteriorating and ensure code compliant status. The services will be provided on an as needed basis.

**BACKGROUND AND FINDINGS:**

Asset Management has an operational need to contract plumbing services on an on-call basis, due to not having sufficient resources to maintain and perform the necessary plumbing repairs to City owned facilities. The Contractor shall furnish labor, parts, materials, tools and equipment necessary to perform plumbing services to City owned facilities. These services will be performed on an as needed basis under individual job orders that will be based on unit prices.

Contracts and Procurement conducted a competitive Request for Bid process to obtain bids for a new contract. The City received one bid that was non-responsive and one bid that was a responsive, responsible bid, and is recommending the award to Smart Plumbing, Incorporated.

### **ALTERNATIVES:**

The alternative is to perform the work in-house. However, the Asset Management Department would have to increase their staff in various trades in order to keep up with the high demand in a timely manner.

### **FISCAL IMPACT:**

The fiscal impact for Asset Management in FY 2020 is \$139,254.17. The remaining cost will be budgeted in future years during 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 three-year service agreement with Smart Plumbing, Incorporated plumbing repair services as presented.

### **LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation  
Service Agreement