



AGENDA MEMORANDUM

Future Item for the City Council Meeting of January 13, 2015
Action Item for the City Council Meeting of January 20, 2015

DATE: January 13, 2015

TO: Ronald L. Olson, City Manager

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

Andres Leal, Jr., P.E., Interim Director of Street Operations
andyl@cctexas.com
(361) 857-1957

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

Service Agreement for Herbicide Application
--

CAPTION:

Motion approving a service agreement with DeAngelo Brothers, LLC, Katy, Texas for herbicide application in accordance with Bid Invitation No. BI-0300-14, based on only bid for an estimated annual expenditure of \$82,462.89, of which \$68,719.07 is required for the remainder of FY 2014-2015. The term of the contract will be for twelve (12) months with options to extend for up to two (2) additional twelve-month periods, subject to the approval of the Contractor and the City Manager or designee. Funds have been budgeted by the Street Operations Department in FY 2014-2015.

PURPOSE:

This service agreement will be utilized by Street Operations maintain curbs, medians, and islands and by the Utilities Department to maintain storm water rights-of-way.

BACKGROUND AND FINDINGS:

None.

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:

Street Operations Department, Utilities Department

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2014-2015	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$116,795.48	\$13,743.82	\$130,539.30
Encumbered / Expended Amount		\$1,588.50	\$0	\$1,588.50
This item		\$68,719.07	\$13,743.82	\$82,462.89
BALANCE		\$46,487.91	\$0	\$46,487.91

Fund(s): Streets Fund, Storm Water Fund

Comments: The \$68,719.07 financial impact shown above represents ten (10) months of expenditures that will be encumbered through the end of this fiscal year. The remaining \$13,743.82 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
Service Agreement