



## AGENDA MEMORANDUM

Action Item for the City Council Meeting June 13, 2023

**DATE:** June 13, 2023

**TO:** Peter Zanoni, City Manager

**FROM:** Charles Mendoza, Director of Asset Management  
[Charlesm2@cctexas.com](mailto:Charlesm2@cctexas.com)  
(361) 826-1941

Josh Chronley, Assistant Director of Finance & Procurement  
[JoshC2@cctexas.com](mailto:JoshC2@cctexas.com)  
(361) 826-3169

### Fire Alarm and Fire Suppression Services

#### **CAPTION:**

Motion authorizing execution of a three-year service agreement with McMahan Services, Ltd., of Cuero, with an office in Corpus Christi, in an amount not to exceed \$420,550.00 for fire alarm and fire suppression services for the Asset Management Department, with FY2023 funding of \$35,046.00 from the Facility Maintenance Fund.

#### **SUMMARY:**

The ordinance authorizes a three-year service agreement for City Facilities' fire alarm and fire suppression services. This contract will be used by the Asset Management Department to meet department needs and provide fire protection to city facilities wherever needed.

#### **BACKGROUND AND FINDINGS:**

Asset Management is responsible for the repair and maintenance of over 472 city facilities. This contract will allow Facility Maintenance to provide fire protection services. The item authorizes a three-year service agreement for City Facilities' fire alarm and fire suppression services. Payment will be based on the services rendered.

#### **PROCUREMENT DETAIL:**

Finance & Procurement conducted a competitive Request for Bid process to obtain bids for a new contract to include both fire alarm and fire suppression services. There was one bid submitted. The Request for bids was then extended an additional week to allow more time for additional bids. The city received only one responsive bid. Staff is recommending the award to the responsive, responsible bidder, McMahan Services, Ltd.

**ALTERNATIVES:**

City buildings require fire alarm and fire suppression services to provide protection. Without this agreement, many buildings would not have fire protection services.

**FISCAL IMPACT:**

The fiscal impact for Asset Management in FY 2023 is \$35,046.00 for the initial three-year service agreement. The remaining cost for the initial agreement and optional years will be budgeted through the budget process. Funding will be available as work orders are requested and payment will be based on the services rendered.

**FUNDING DETAIL:**

Fund: 5115  
Organization/Activity: 40300  
Mission Element: 191  
Project # **(CIP Only)**:  
Account: 530210

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing a service agreement for fire alarm and fire suppression services for City properties as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Service Agreement  
Bid Tabulation