



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 22, 2018
Action Item for the City Council Meeting June 12, 2018

DATE: May 22, 2018

TO: Keith Selman, Interim City Manager

FROM: Dan Grimsbo, Executive Director of Utilities
DanG@cctexas.com
(361) 826-1718

Kim Baker, Assistant Director of Financial Services – Purchasing Division
KimB2@cctexas.com
(361) 826-3169

Hip and Knee Supply Agreement

CAPTION:

Motion authorizing a three-year supply agreement with Northern Safety and Industrial, of Corpus Christi, Texas, for the purchase of hip and knee boots for a total amount not to exceed \$191,691.75.

PURPOSE:

This is a motion to approve a supply agreement for hip and knee boots.

BACKGROUND AND FINDINGS:

The hip and knee boots are stocked by the warehouse and used by various departments within the City.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received two responsive, responsible bids, and one non-responsive bid and is recommending the award to the lowest responsive, responsible bidder, Northern Safety and Industrial.

ALTERNATIVES:

None.

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:

Finance

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$2,800,195.15	\$170,392.66	\$2,970,587.81
Encumbered / Expended Amount	\$915,670.67	\$0	\$915,670.67
This item	\$21,299.09	\$170,392.66	\$191,691.75
BALANCE	\$1,863,225.39	\$0	\$1,863,225.39

Fund(s): Stores

Comments: The initial contract term total is \$191,691.75 for three years, of which \$21,299.09 is funded in FY2017-18.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Supply Agreement