



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 24, 2018
Action Item for the City Council Meeting of May 8, 2018

DATE: April 24, 2018

TO: Margie C. Rose, City Manager

FROM: Lawrence Mikolajczyk., Director of Solid Waste Operations
lawm@cctexas.com
(361) 857-1957

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

**Service Agreement for Crushed Concrete for
Solid Waste Operations for 12 months for a Total Amount Not to Exceed
\$61,500.00, with One Additional One-Year period and Total Potential Multi-Year
amount of \$123,000.00**

CAPTION:

Motion authorizing a one-year supply agreement with Southern Crushed Concrete of The Woodlands, Texas for crushed concrete for a total amount not to exceed \$61,500.00, with a one-year option for a total potential multi-year amount of \$123,000.00.

PURPOSE:

This supply agreement will be utilized by the Solid Waste Department to renovate the roadways at Cefe Landfill (Unit 1) and JC Elliott Transfer Station.

BACKGROUND AND FINDINGS:

The Cefe Landfill needs better roadways around the perimeter and internal areas to gain access to active areas. In addition, these materials will be used to construct wet weather pads at the Cefe Landfill and JC Elliott Transfer Station.

The Purchasing Division conducted a competitive Request for Bid process to obtain bids for a new contract. The City received one bid; staff conducted a price comparison with a local vendor and has established that the bid submitted was fair and reasonable. Staff recommends award to Southern Crushed Concrete.

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:

Solid Waste Operations

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$239,058.94	\$97,375.00	\$336,433.94
Encumbered / Expended Amount	213,410.69	\$0.00	\$213,410.69
This item	\$25,625.00	\$97,375.00	\$123,000.00
BALANCE	\$23.25	\$0.00	\$23.25

Fund(s): Solid Waste

Comments:

The initial contract term total is \$61,500.00 of which \$25,625.00 will be funded in FY2017-18. The total estimated contract value will be \$123,000.00 if all option years are executed.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement
Bid Tabulation