



## AGENDA MEMORANDUM

Action Item for the City Council Meeting of July 16, 2019

**DATE:** July 16, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Kim Baker, Director of Contracts and Procurement  
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### Ridgid Tools

#### **CAPTION:**

Motion authorizing a three-year supply agreement with Sheinberg Tool Company of Corpus Christi, Texas, for the purchase of Ridgid tools such as pipe wrenches, pipe cutters, and conduit benders, to be used by Water Utilities and Gas Departments, for a total amount not to exceed \$122,616.71, with first-year funding through the Stores Fund.

#### **PURPOSE:**

This is a motion to approve a three-year supply agreement for Ridgid tools stocked by the City Warehouse and utilized by Water Utilities and Gas Operations Departments.

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

Ridgid tools have proven to be efficient and dependable tools for water utilities and gas line repairs. The City Warehouse stocks Ridgid tools, so they can be readily available for the departments as needed.

The Contracts and Procurement Department conducted a competitive Request for Bid process and received four bids, of which two were non-responsive. Staff recommends award to the lowest, responsive, responsible bidder, Sheinberg Tool Company.

**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:**

Contracts and Procurement

**FINANCIAL IMPACT:**

X Operating       Revenue       Capital       Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$2,800,195	\$81,744.47	\$2,881,939.47
Encumbered / Expended Amount	\$1,970,301.76	\$0.00	\$1,970,301.76
This item	\$40,872.24	\$81,744.47	\$122,616.71
BALANCE	\$789,021.00	\$0.00	\$789,021.00

**Funding Detail:**

Fund: 5010 Stores  
Organization/Activity: 40000 Warehouse Stores  
Mission Element: 185 Centralized Purchasing System  
Project # (CIP Only): N/A  
Account: 520210 Cost of Goods Sold

**RECOMMENDATION:**

Staff recommends approval of the item as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Supply Agreement  
Bid Tabulation