



**AGENDA MEMORANDUM**  
Action Item for the City Council Meeting May 23, 2023

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**DATE:** May 23, 2023

**TO:** Peter Zaroni, City Manager

**FROM:** Jeff Edmonds, P.E., Director of Engineering Services  
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<b>Purchase of Modular Building for Engineering Services</b>
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**CAPTION:**

Motion authorizing the purchase of a modular building from Sustainable Modular Management, of Frisco, Texas, for \$225,530.00 to add 1,680 square feet of administrative space to be occupied by Engineering Services staff, with FY 2023 funding from the Engineering Services Fund.

**SUMMARY:**

This motion authorizes the fabrication and installation of a new portable building. The facility will be located at the Engineering Services Annex located at 4917 Holly Road. The new facility will include private offices, restrooms, storage and open office space for cubicles. The new facility will provide necessary office space to accommodate the additional construction inspectors and project managers that were approved as part of the FY 2023 budget initiatives.

**BACKGROUND AND FINDINGS:**

The Engineering Services construction management team currently works out of a portable building located at 4917 Holly Road. In 2022 the Corpus Christi Water Department requested that Engineering Services provide full time inspectors on all utility projects having a value of \$10 million or more. To accommodate this request Engineering Services submitted a budget initiative to add eleven construction inspectors and one senior project manager. In addition, the City has significantly increased the amount of park and recreation and facility projects and to keep up with the construction management of these projects Engineering Services submitted a budget initiative to add three construction inspectors and one senior project manager. The existing facility does not have the capacity to accommodate the increase in personnel and for this reason a new facility is required. A budget of \$250,000.00 for the new facility was captured in the approved FY 2023 utility construction management budget initiative.

**PROCUREMENT DETAIL:**

Finance & Procurement conducted a competitive Request for Bids process to obtain bids for the purchase of a portable building. The City received three bids, of which two were responsive, responsible bids, and one was non-responsive. The non-responsive bidder did not bid according to specifications. Staff recommends the lowest responsive, responsible bidder, Sustainable Modular Management.

	Bidder	Base Bid (HMAC)
1	Sustainable Modular Management, Frisco, TX	\$225,530.00
2	Aries Building Systems, Houston, TX	\$247,628.00

**ALTERNATIVES:**

The City Council could instruct staff to reject this proposal and not move forward with this project. The effect of this decision would effectively result in severe overcrowding of the existing facility.

**FISCAL IMPACT:**

The fiscal impact in FY 2023 is \$225,530.00 with funding available from Engineering Services Fund.

**FUNDING DETAIL:**

Fund: Engineering Services (Fund 5310)  
Department: Engineering and Support Services (58)  
Org: Utility Inspectors (11170)  
Account: Other Equipment (550040)  
Activity: N/A  
Amount \$225,530.00

**RECOMMENDATION:**

Staff recommend approval authorizing the purchase of a Portable Building in an amount of \$225,530.00 from Sustainable Modular Management of Frisco, Texas.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation  
Service Agreement