



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of July 19, 2016  
Action Item for the City Council Meeting of July 26, 2016

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**DATE:** July 12, 2016

**TO:** Margie C. Rose, City Manager

**FROM:** Mike Markle, Police Chief  
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<b>Chemical Vent Hood Replacement</b>
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**CAPTION:**

Motion approving a service agreement with Haldeman Homme, Inc. of Minneapolis, Minnesota with offices in Austin, Texas and Houston, Texas for the chemical vent hood replacement at the Corpus Christi Police Department, Forensics Division, in accordance with Bid Event No. 84, based on the lowest, responsive, responsible bid for an amount of \$88,215.00. Funds are available in FY 2015-2016.

**PURPOSE:**

This is a motion to approve a service agreement to replace chemical vent hoods at the Corpus Christi Police Department, Forensics Division.

**BACKGROUND AND FINDINGS:**

The replacement of these chemical vent hoods in the Crime Laboratory of the Police Department's Forensic Services Division is vital to the occupational health and safety of employees. The current equipment was installed in 1991 when the main police building was moved to John Sartain St. Since that time the chemical vent hoods have become severely corroded, do not function and are in need of replacement. 45 vendors were notified of Bid Event via the City Supplier Portal, and only one bid was received.

**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:**

Police Department

**FINANCIAL IMPACT:**

☒ Operating

☐ Revenue

☐ Capital

☐ Not applicable

<b>Fiscal Year: 2015-2016</b>	<b>Project to Date Expenditures (CIP only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget		\$631,681.34	\$0	\$631,681.34
Encumbered / Expended Amount		131,319.82	0	131,319.82
This item		88,215.00	0	88,215.00
BALANCE		\$412,146.52	\$0	\$412,146.52

Fund(s): Law Enforcement Trust Fund

**Comments:****RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation

Service Agreement