



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 23, 2017
Action Item for the City Council Meeting of May 30, 2017

DATE: May 23, 2017

TO: Margie C. Rose, City Manager

FROM: Dan Grimsbo, Interim Director of Utilities
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<p>Service Agreement for Closed Circuit Television (CCTV) Inspection and Cleaning of Large Diameter Wastewater Line for Wastewater Division</p>
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CAPTION:

Motion approving a service agreement with CSI Consolidated, LLC dba Clean Serve, LLC, of Pearland, Texas for closed circuit televised inspection (CCTV) of large diameter wastewater lines in accordance with RFB 1004/194, based on lowest responsive, responsible bid, for a total amount of \$536,553.75 of which \$134,138.00 is budgeted in the Water Fund for FY2016-17. The term of this agreement is for one year with an option to extend for up to four additional one-year periods, subject to the sole discretion of the City.

PURPOSE:

This service agreement will help the Wastewater Division with the CCTV inspection of large diameter wastewater lines.

The City received two responsive bids and one no-bid, out of 18 notifications issued, and is recommending the award to the lowest, responsive, responsible bidder, CSI Consolidated, LLC dba Clean Serve, LLC.

BACKGROUND AND FINDINGS:

The Contractor shall provide CCTV inspection and cleaning of large diameter Wastewater lines within the City's right-of-way and on public property.

ALTERNATIVES:

The equipment identified is the optimum choice.

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:

Utilities Department – Wastewater

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2016-2017	Current Year	Future Years	TOTALS
Line Item Budget	\$6,668,633.62	\$402,415.75	\$7,071,049.37
Encumbered / Expended Amount	\$5,356,094.02	\$0.00	\$5,356,094.02
This item	\$134,138.00	\$402,415.75	\$536,553.75
BALANCE	\$1,178,401.60	\$0.00	\$1,178,401.60

Fund(s): **WASTEWATER FUND**

Comments:

The initial contract term total is \$536,553.75, of which \$134,138.00 is funded in FY2016-17. The total estimated contract value will be \$2,682,768.75 if all options years are executed.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement

Bid Tabulation