



AGENDA MEMORANDUM

Future Item for the City Council Meeting of May 30, 2017
Action Item for the City Council Meeting of June 13, 2017

DATE: May 30, 2017

TO: Margie C. Rose, City Manager

FROM: Dan Grimsbo, Interim Executive Director of Utilities
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Supply Agreement for Saddle Service Taps for Waterlines
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CAPTION:

Motion authorizing City Manager, or designee, to execute a supply agreement with HD Supply Waterworks of Corpus Christi, Texas for the purchase of saddle service taps for waterlines in response to RFB 1069 based on the lowest, responsive, responsible bid for a total amount not to exceed \$35,559.17, with an estimated expenditure of \$11,853.00 in FY2016-2017 and funded by the Warehouse Stores Fund. The term of the agreement is for one year with an option to extend for up to two additional one-year periods, subject to the sole discretion of the City.

PURPOSE:

This item is to approve a supply agreement for saddle service taps for waterlines for the Utilities Department.

BACKGROUND AND FINDINGS:

Saddles are used in the City's waterlines to tap into mains to supply water to new homes, businesses and other areas. The use of saddles allows installation of new piping into existing mains while the lines are live, keeping pipeline shutdowns limited and allows for good customer service to existing clients.

The City received two responsive, responsible bids, out of 39 notifications issued, and is recommending the award to the lowest, responsive, responsible bidder, HD Supply Waterworks of Corpus Christi, Texas.

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:

Warehouse Stores

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2016-2017	Current Year	Future Years	TOTALS
Line Item Budget	\$2,800,000.00	\$23,706.17	\$2,823,706.17
Encumbered/ Expended Amount	\$1,000,720.46	\$0.00	\$1,000,720.46
This item	\$11,853.00	\$23,706.17	\$35,559.17
BALANCE	\$1,787,426.54	\$0.00	\$1,787,426.54

Fund(s): Warehouse Stores Fund

Comments:

The initial contract term total is \$35,559.17, of which \$11,853.00 will be funded in FY2016-17. The total estimated contract value will be \$ 106,677.51 if all options years are executed.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement
Bid Tabulation