



## **AGENDA MEMORANDUM**

Future Item for the City Council Meeting of August 8, 2017  
Action Item for the City Council Meeting of August 15, 2017

**DATE:** August 8, 2017

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

**FROM:** Dan Grimsbo, Interim Executive Director of Utilities  
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### **Plumbing Repair Services for the Utilities Department**

#### **CAPTION:**

Motion authorizing City Manager, or designee, to execute a service agreement with Javier M. Reyna dba Spring Plumbing and Construction, of Corpus Christi, Texas for plumbing repair services in accordance with Request for Bids (RFB) No. 1123 based on the lowest, responsive and responsible bid for a total amount not to exceed \$39,312.50, with an estimated expenditure of \$6,552.08 in FY2016-2017. The term of the agreement is for one year with option to extend for up to two additional one-year periods, subject to the sole discretion of the City.

#### **PURPOSE:**

The purpose of this agreement is to provide on-call plumbing repair services for the Utilities Department.

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

In the daily operations of emergency repairs and line location, City staff can unintentionally break a customer's gas, water, irrigation, or wastewater service lines. To maintain optimum customer service, damage to the customer's line must be repaired by a licensed plumber that can complete the repair in a timely manner and provide a warranty for workmanship. Plumbing repair services will be provided throughout the City, as requested by the Utilities Department. The contractor is to provide specified services during regular business hours, as well as after hours for emergency work, including nights, weekends and holidays, on an as needed basis.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received one responsive, responsible bid, out of 166 notifications issued, and is recommending the award to the lowest, responsive, responsible bidder, Spring Plumbing and Construction 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:**

Utilities Department

**FINANCIAL IMPACT:**

☒ Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2016-2017</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$369,070.36	\$32,760.42	\$401,830.78
Encumbered / Expended Amount	\$189,405.07	\$0.00	\$189,405.07
This item	\$6,552.08	\$32,760.42	\$39,312.50
BALANCE	\$173,113.21	\$0.00	\$173,113.21

Fund(s): Utilities Fund

**Comments:**

The initial contract term total is \$39,312.50, of which \$6,552.08 is funded in FY2016-17. The total estimated contract value will be \$117,937.50 if all option years are executed.

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Service Agreement  
Bid Tabulation