



AGENDA MEMORANDUM

Future Item for the City Council Meeting of January 9, 2018
Action Item for the City Council Meeting January 16, 2018

DATE: January 9, 2018

TO: Margie C. Rose, City Manager

FROM: Dan Grimsbo, Executive Director of Utilities
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Kim Baker, Assistant Director of Financial Services – Purchasing Division
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Pump Motor for O.N. Stevens Water Treatment Plant

CAPTION:

Motion authorizing the City Manager or designee to approve the purchase of a Teco Westinghouse pump motor for O.N. Stevens Treatment Plant from Weisinger Incorporated of Conroe, Texas in accordance with Request for Bid (RFB) No. 1358, based on the lowest responsive, responsible bid for a total amount not to exceed \$85,588.00, budgeted in FY2017-18.

PURPOSE:

This is a motion to approve the purchase of a pump motor for O.N. Stevens Treatment Plant.

BACKGROUND AND FINDINGS:

The Utilities Department, specifically the O.N. Stevens Water Treatment Plant seeks approval to purchase one Teco Westinghouse Pump Motor to be utilized at the No. 9 - Raw Water Pump River Station. The current pump motor, is inoperable and beyond its service life.

The Purchasing Division sent out RFB No. 1358 to solicit bids. Five companies submitted bids. Staff recommends award to the lowest responsive, responsible bidder, Weisinger Incorporated.

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

FINANCIAL IMPACT:

Operating Revenue Capital Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$650,000.00	\$0.00	\$650,000.00
Encumbered / Expended Amount	\$356,019.96		\$356,019.96
This item	\$85,588.00	\$0.00	\$85,588.00
BALANCE	\$208,392.04	\$0.00	\$208,392.04

Fund(s): Water Fund

Comments: N/A

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation