



AGENDA MEMORANDUM

First Reading for the City Council Meeting of January 9, 2018
Second Reading (Tabled) for the City Council Meeting of January 16, 2018
Second Reading for the City Council Meeting of January 23, 2018

DATE: November 6, 2017

TO: Margie C. Rose, City Manager

FROM: William J. Green, P.E., Interim Director, Development Services
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Amending the Code of Ordinances to Allow a Third-Party Inspection Reporting System

CAPTION:

Amending Corpus Christi Code of Ordinances, Sections 14-281 & 14-291 authorizing third-party inspection reporting system for backflow preventers; authorizing the execution of a one year agreement with Brycer, LLC, of Warrenville, IL for a third-party inspection reporting system, with the option to renew annually with City Council approval; and providing for penalties and publication.

PURPOSE:

In accordance with the adopted Plumbing Code of the City of Corpus Christi, the City of Corpus Christi Development Services Department requires annual test and maintenance (T&M) certification reports for all backflow assemblies, with the exception of residential irrigation backflow assemblies which are required to be tested and certified every three years. We propose to have State licensed Backflow Assembly Testers upload T&M certification reports for backflow assemblies into the Brycer database for review and approval by Development Services staff. Brycer will be responsible to maintain the database and send written notifications to Owners of backflow assemblies when T&M certification reports are due.

BACKGROUND AND FINDINGS:

The City of Corpus Christi Fire Department recently entered into a contract with Brycer, LLC to provide database management services for all annual fire inspection reports. Many of these businesses are required to have annual T&M certification reports, similar to those required by the Fire Department. We desire to use Brycer to align with the Fire Department thereby providing a single entity for database report management consistency. The existing City backflow assembly database tracks approximately 15,000 individual devices. Department administrative staff upload information from each T&M certification report, manage the database and send written notifications to Owners of each device. Third party contracting with Brycer for database management and written notification to Owners will reduce the administrative burden on Department staff and allow existing staff to be reassigned to other Department functions.

ALTERNATIVES:

Maintain current City database and notification process using Department staff.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

Council approval of ordinance to allow for a third-party inspection reporting system.

EMERGENCY / NON-EMERGENCY:

Non-emergency.

DEPARTMENTAL CLEARANCES:

Legal Department
Purchasing Department

FINANCIAL IMPACT:

☐ Operating ☒ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$120,000		
Encumbered / Expended Amount			
This item	(\$78,000)		
BALANCE	\$42,000		

Fund(s): 4670 – Development Services

Comments: We do not anticipate the loss of revenue to significantly impact our operating budget.

RECOMMENDATION:

Staff recommends approval of this ordinance to execute a contract with Brycer, LLC to allow for a third-party inspection reporting system.

LIST OF SUPPORTING DOCUMENTS:

Ordinance and Contract