



AGENDA MEMORANDUM

Future Item for the City Council Meeting of September 25, 2018
Action Item for the City Council Meeting of October 09, 2018

DATE: September 25, 2018

TO: Keith Selman, Interim City Manager

FROM: Jim Davis, Director of Asset Management
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Kim Baker, Assistant Director of Financial Services-Purchasing Division
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Plumbing Services for Asset Management

CAPTION:

Motion authorizing a three-year service agreement with Smart Plumbing Inc of Corpus Christi, Texas for plumbing services for City facilities for a total amount not to exceed \$230,625.

PURPOSE:

This service will provide Plumbing services necessary at City facilities.

BACKGROUND AND FINDINGS:

Asset management is responsible for maintenance of 478 City owned or leased facilities. These facilities have outdated and complex plumbing systems that are outside the level of expertise of our plumbing staff. It is determined that in the event that a plumbing repair arises that is beyond the level of expertise of our plumbing staff, a professional plumbing company with a more abundant resource of experienced master/journeyman plumbers and engineers would be needed to perform the work so that the facility does not fall into disrepair.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received two responsive, responsible bids, and staff is recommending the award to the lowest, responsive, responsible bidder, Smart Plumbing Inc.

ALTERNATIVES:

Not applicable.

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:

Asset Management

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2017-2018	Current Year	Future Years	TOTALS
Line Item Budget	\$0.00	\$230,625	\$230,625
Encumbered / Expended Amount	\$0.00	\$0.00	\$0.00
This item	\$0.00	\$230,625	\$230,625
BALANCE	\$0.00	\$0.00	\$0.00

Fund(s): Various

Comments: Funding will be provided by various departments at the time work is needed.

RECOMMENDATION:

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tabulation