



AGENDA MEMORANDUM

Future Item for the City Council Meeting of March 19, 2019
Action Item for the City Council Meeting of March 26, 2019

DATE: March 19, 2019

TO: Keith Selman, Interim City Manager

FROM: Kevin Norton, Director of Utilities
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Mechanical Bar Screen for Laguna Madre Wastewater Treatment Plant
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CAPTION:

Motion authorizing a one-year service agreement for the purchase, installation oversight and warranty of one mechanical bar screen for Laguna Madre Wastewater Treatment Plant from Headworks International, Inc. of Houston, Texas for a total amount not to exceed \$67,438.

PURPOSE:

This item is to approve the purchase of a mechanical bar screen for the Laguna Madre Wastewater Treatment Plant.

BACKGROUND AND FINDINGS:

A bar screen is a mechanical filter used to remove large objects, such as rags and plastics, from wastewater. It is part of the primary filtration flow and typically is the first, or preliminary, level of filtration, at the influent to a wastewater treatment plant. The only bar screen located at Laguna Madre is no longer operational.

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

ALTERNATIVES:

N/A

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:

N/A

DEPARTMENTAL CLEARANCES:

Utilities Department

FINANCIAL IMPACT:

X Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year 2018-2019	Current Year	Future Years	TOTALS
Budget	\$212,333.98	\$0.00	\$212,333.98
Encumbered / Expended Amount	\$12,333.98	\$0.00	\$12,333.98
This item	\$67,438.00	\$0.00	\$67,438.00
BALANCE	\$132,562.00	\$0.00	\$132,562.00

Fund(s): Wastewater

Comments: The cost of the contract is \$67,438 and is funded in FY2018-19.

RECOMMENDATION:

City staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tabulation