



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 Water Utilities
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Kim Baker, Assistant Director of Financial Services – Purchasing Division
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Variable Frequency Drive Cabinets Service Agreement for Utilities Department

CAPTION:

Motion authorizing a one-year service agreement with Tornado Automation, LLC of Jourdanton, Texas for the purchase and installation of two variable frequency drive cabinets at Sand Dollar Pump Station for a total amount not to exceed \$103,977.

PURPOSE:

This item allows for the purchase and installation of two variable frequency drive cabinets with one-year preventative maintenance for the Sand Dollar Pump Station.

BACKGROUND AND FINDINGS:

The Sand Dollar Pump Station located at 14210 Sand Dollar Avenue had a cursory electrical site survey performed with an electrical contractor after experiencing operational problems that caused pumps to trip offline. A recommendation for the installation of two new 300 horsepower variable frequency drive (VFD) cabinets in the control area was made in order to avoid continuous interruptions or failures for the pump operations. This upgrade will also phase out the two obsolete VFD cabinets that have no repair parts or technical support.

The Purchasing Division conducted a competitive Request for Bid (RFB) process and received three bids. Staff recommends award to the lowest responsive, responsible bidder, Tornado Automation LLC.

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:

Utilities Department

FINANCIAL IMPACT:

X Operating Revenue Capital Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$1,068,846.20	\$0.00	\$1,068,846.20
Encumbered / Expended Amount	\$626,496.59	\$0.00	\$626,496.59
This item	\$103,977.00	\$0.00	\$103,977.00
BALANCE	\$338,372.61	\$0.00	\$338,372.61

Fund(s): Water Fund

Comments: N/A

RECOMMENDATION:

Staff recommends approval of the resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement