



AGENDA MEMORANDUM

Future Item for the City Council Meeting of March 26, 2019
Action Item for the City Council Meeting of April 09, 2019

DATE: March 26, 2019

TO: Keith Selman, Interim City Manager

FROM: Jim Davis, Director of Asset Management
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<p>Fire Extinguishers Annual Maintenance and Inspection for Asset Management Department</p>
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CAPTION:

Resolution rejecting the apparent low bid of Cintas Corporation and the apparent second low bid of Draco Fire and Safety, LLC as non-responsive and authorizing a five-year service agreement for fire extinguishers annual maintenance and inspection with IFS Fire and Safety Inc., of Corpus Christi, Texas, as the lowest responsive bidder, for an amount not to exceed \$153,175.50.

PURPOSE:

The service will provide fire extinguishers annual maintenance and inspection services in various City owned facilities for the Asset Management Department.

BACKGROUND AND FINDINGS:

The City of Corpus Christi Asset Management Department is responsible for the inspection, testing, and repair of the fire extinguisher and fire suppression devices located in various City owned facilities on an annual basis. The specialized certification required to perform this duty, coupled with the large scope entailed to perform this operation would exceed the service capacity present within the department. The scale of the operation and expertise required to perform this duty necessitates having an experienced agency which can service the full fire extinguisher and suppression devices requirements.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received two responsive, responsible bids and two non-responsive and staff is recommending the award to the lowest, responsive, responsible bidder, IFS Fire and Safety 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:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$517,621.41	\$137,857.95	\$655,479.36
Encumbered / Expended Amount	\$455,291.52	\$0.00	\$455,291.52
This item	\$15,317.55	\$137,857.95	\$153,175.50
BALANCE	\$47,012.34	\$0.00	\$47,012.34

Fund(s): Facility and Property Management – 5115-40310-19

Comments:**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

LIST OF SUPPORTING DOCUMENTS:

Service Agreement
Bid Tabulation