



AGENDA MEMORANDUM

Future Item for the City Council Meeting May 14, 2019
Action Item for the City Council Meeting of May 21, 2019

DATE: May 14, 2019

TO: Keith Selman, Interim City Manager

FROM: Robert Rocha, Fire Chief
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Automotive Parts for CCFD

CAPTION:

Motion authorizing a three-year supply agreement for automotive parts with Advance Stores Company of Raleigh, North Carolina via U.S. Communities cooperative for an amount not to exceed \$105,000.

PURPOSE:

The purpose of this agreement will provide automotive parts for the Corpus Christi Fire Department.

BACKGROUND AND FINDINGS:

CCFD has an ongoing need to purchase automotive parts to sustain their maintenance and repair requirements. It is important that these parts be delivered in a timely manner so that vehicles can be turned around and placed into service to continue to perform required operations. This supply agreement will significantly assist CCFD in ensuring the above is accomplished.

The Contracts and Procurement Department utilized the U.S. Communities cooperative for this procurement. Contracts awarded through the cooperatives have been competitively procured and are in compliance with Texas local and state procurement requirements. The Contracts and Procurement Department also compared several cooperatives to obtain the best price for the City.

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:

Fire

FINANCIAL IMPACT:

☒ Operating ☐ Revenue ☐ Capital ☐ Not applicable

Fiscal Year: 2018-2019	Current Year	Future Years	TOTALS
Line Item Budget	\$586,581.48	\$96,250.00	\$682,831.48
Encumbered/Expended Amount	\$437,640.39	.00	\$437,640.39
This item	\$8,750.00	\$96,250.00	\$105,000.00
BALANCE	\$140,191.09	.00	\$140,191.09

Funding Detail:

Fund: 1020 General Fund
Organization/Activity: 12050 Fire Apparatus & Shop
Mission Element: 093 Respond to Emergency Calls
Project# **(CIP Only)** N/A
Account: 530100 Vehicle Repairs

RECOMMENDATION:

Staff recommends approval of this action item.

LIST OF SUPPORTING DOCUMENTS:

Supply Agreement