



## **AGENDA MEMORANDUM**

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

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**DATE:** May 14, 2019

**TO:** Keith Selman, Interim City Manager

**FROM:** Jim Davis, Director of Asset Management  
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<b>Welding Heavy Equipment for Asset Management</b>
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### **CAPTION:**

Motion authorizing a three-year service agreement for welding services with Carrillo's Welding Services, of Corpus Christi, Texas, for an amount not to exceed \$228,000.

### **PURPOSE:**

This item is to approve a service agreement with Carrillo's Welding Services for as-needed welding services for Asset Management, Fleet Maintenance.

### **BACKGROUND AND FINDINGS:**

Fleet Maintenance needs a certified welder to repair various heavy equipment on an as-needed basis for equipment such as garbage trucks, dump bodies, frontend loader, lawnmower, and any other City owned fleet equipment. Fleet Maintenance previously fulfilled this need with a welder on staff, but it was determined an outside contract for as-needed services will best meet the needs of the department.

The Contracts and Procurement Department conducted a competitive Request for Bid (RFB) process and received two bids, of which one was nonresponsive for failure to provide required certifications and one no bid. Carrillo's Welding Services was the low bid and provided all required certifications. Staff recommends award to Carrillo's Welding Services.

**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:**

Fleet Maintenance

**FINANCIAL IMPACT:**

X Operating      ☐ Revenue      ☐ Capital      ☐ Not applicable

<b>Fiscal Year: 2018-2019</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Line Item Budget	\$1,781,652.79	\$202,000.00	\$1,983,652.79
Encumbered / Expended Amount	\$1,312,695.85	\$0	\$1,312,695.85
This item	\$26,000.00	\$202,000.00	\$228,000.00
BALANCE	\$442,956.94	\$0	\$442,956.94

**Funding Detail:**

Fund: 5110 Fleet Maintenance Service

Organization/Activity: 40170 Fleet Operations

Mission Element: 202 Maintain the Fleet

Project # **(CIP Only):** N/A

Account: 530100 Vehicle repairs

**RECOMMENDATION:**

Staff recommends approval of the motion as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Bid Tabulation

Service Agreement