



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting of July 16, 2019

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**DATE:** July 16, 2019

**TO:** Peter Zaroni, City Manager

**FROM:** Kevin Norton, Director of Water Utilities  
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Kim Baker, Director of Contracts and Procurement  
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<b>Irrigation Repairs for Water Utilities Department</b>
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**CAPTION:**

Motion authorizing a three-year service agreement, for repairs of public and private irrigation system components damaged during City utility work, with 360 Landscape & Irrigation, LLC of Corpus Christi, Texas, for a total amount not to exceed \$54,750.00, with first-year funding through the Water, Wastewater and Storm Water Funds.

**PURPOSE:**

This item is to approve a three-year service agreement for irrigation repairs for the Water Utilities Department.

**BACKGROUND AND FINDINGS:**

The Maintenance of Lines Division of the Water Utilities Department is responsible for repairing line breaks throughout the City. On occasion, a line repair may cause damage to an existing irrigation system, either public or private.

The Contracts and Procurement Department conducted a competitive RFB process to obtain bids for a new contract. The City received two responsive, responsible bids and is recommending award to the lowest, responsive, responsible bidder, 360 Landscape & Irrigation, LLC.

**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:**

Non-emergency

**DEPARTMENTAL CLEARANCES:**

Water Utilities Department

**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>
Budget	\$555,735.06	\$41,062.50	\$596,797.56
Encumbered / Expended Amount	\$391,959.99	\$0.00	\$391,959.99
<b>This item</b>	<b>\$13,687.50</b>	<b>\$41,062.50</b>	<b>\$54,750.00</b>
<b>BALANCE</b>	<b>\$150,087.57</b>	<b>\$0.00</b>	<b>\$150,087.57</b>

**Funding Detail:**

Funding Detail:

Fund: 4010 Water  
Organization/Activity: 31520 Treated Water Delivery System  
Mission Element: 041 Distribute Water  
Project # (CIP Only): N/A  
Account: 530220 Demolition/Clean-up Service

**Funding Detail:**

Fund: 4200 Wastewater  
Organization/Activity: 33400 Wastewater Collection System  
Mission Element: 042 Wastewater Collection System  
Project # (CIP Only): N/A  
Account: 530215 Maintenance & Repairs-Contracted

**Funding Detail:**

Fund: 4300 Storm Water  
Organization/Activity: 32005 Storm Water Maintenance of Lines  
Mission Element: 043 Drainage infra-surface/pipes  
Project # (CIP Only): N/A  
Account: 530220 Demolition/Clean-up Service

**RECOMMENDATION:**

City staff recommends approval of the action as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Service Agreement  
Bid Tabulation