



AGENDA MEMORANDUM

Action Item for the City Council Meeting August 13, 2019

DATE: August 13, 2019

TO: Peter Zaroni, City Manager

FROM: Jim Davis, Director of Asset Management
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Service Agreement for Pest Control Services for Asset Management

CAPTION:

Motion authorizing a three-year service agreement for pest control services with Henry Garret, dba G & G Pest Control of Beeville, Texas, for a total amount not to exceed \$80,802.00 to be funded by Facility and Property Management Fund.

PURPOSE:

This is a motion to approve a service agreement for pest control services for City owned facilities.

BACKGROUND AND FINDINGS:

The Contractor shall provide integrated pest management services and emergency nuisance animal removal. The Contractor will furnish labor, materials, and equipment necessary to perform services to approximately 71 City owned facilities located throughout the City, at a frequency ranging from monthly to quarterly.

The Purchasing Division conducted a competitive RFB process to obtain bids for a new contract. The City received three responsive, responsible bids, and is recommending the award to Henry Garrett dba, G & G Pest Control.

ALTERNATIVES:

None.

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	\$363,598.00	\$74,068.50	\$437,666.50
Encumbered / Expended Amount	\$104,738.73	\$0.00	\$104,738.73
This item	\$6,733.50	\$74,068.50	\$80,802.00
BALANCE	\$252,125.77	\$0.00	\$252,125.77

Funding Detail:

Fund: 5115 Facility and Property Management
Organization/Activity: 40300 Facility Management and Maintenance
Mission Element: 191 Operate City Buildings & Facilities
Project # (CIP Only): N/A
Account: 530215 Maintenance & Repairs-Contracted

RECOMMENDATION:

Staff recommends approval of this action item.

LIST OF SUPPORTING DOCUMENTS:

Bid Tabulation
Service Agreement