

Legislation Text

File #: 22-743, **Version:** 1

PRESENTER:

Barbara Coleman, Purchasing Manager

SUBJECT:

Approval of annual routine recurring expenditures for FY 2022 in accordance with City Charter Section 9.17.

DEPARTMENT: Finance

COUNCIL DISTRICTS IMPACTED: City-wide

BACKGROUND INFORMATION:

Per section 9.17 of the City Charter, City Council approval is required for annual purchases that exceed \$50,000. There are various routine expenditures that occur every year and staff recommend that these expenditures be approved all at once, to more efficiently manage staff resources as well as ensure compliance with the charter. This will eliminate the need for these expenditure requests to be brought to City Council individually throughout the year.

This action will allow purchases to be made as needed throughout the year. As indicated below, the purchases are competitively vetted by cooperative agreements, quote or justified as a single source. Funding has been allocated for all of the expenditures detailed below.

As additional vendors that are anticipated to exceed the \$50,000 threshold are identified, they would still be brought for City Council at that time. Moreover, any purchases that warrant individual consideration and approval will be brought to City Council in that manner.

The following purchases and estimated annual expenditures are recommended for City Council consideration:

Vendor Source	Service	Estimated	Contract Source
AVFuel	Aviation fuel retailed at the City Regional Airport. Requesting increase from \$1,700,000 to \$2,100,000 due to more Retail sales - Funding is incorporated into the Airport Departments enterprise fund budget.	\$2,100,000	City Contract
ESRI	Geographic Information System software licenses and online GIS support Requesting increase from \$62,000 to \$70,000. - Funding is incorporated into the IT Department annual budget	\$ 70,000	Single Source
FleetCor	Citywide fleet fuel. Requesting increase	\$1,500,000	Omnia Partners

Technologies, Inc.	\$1,050,000 to \$1,500,000. Due to rising Fuel costs - Funding is incorporated into the appropriate department budgets			
Harrell's Inc.	Landscape fertilizers for Parks Dept. Requesting increase from \$86,000 to \$96,000. -Funding is incorporated into the Golf Course Enterprise Fund	\$96,000	BuyBoard	
NB Fire Fighters Assoc.	Dues for City Fire Fighters - request Increase from \$55,000 to \$65,000 - Funding is incorporated into the Fire Department operating budget	\$65,000	Sole Source	
Stryker	Sales	On-site comprehensive coverage for		\$350,000
	Sole Source		LIFEPAK defibrillator (service, maintenance, parts and reconditioning).	
	-Funding is incorporated into the		appropriate operating budget	
Texas Municipal League	Self-Funded Pool for worker's compensation, property and liability insurance. Request increase from \$1,100,000 to \$1,600,000. -Funding is incorporated into the appropriate operating budget.	\$1,600,000	Self-Funded Pool	
TKO	Equipment Rental for Streets. -Funding is incorporated into the Streets Departments budget	\$49,900	City Contract	
Tyler Technologies Inc.	Software Licenses and	\$100,000	Sourcewell	
			Annual maintenance to Support Time and Attendance, Municipal Court and Police Ticket Writers. Request increase from \$88,000 to \$100,000. -Funding is incorporated into the appropriate Department budget	
Watch Guard	Vehicle accessories to support city fleet	\$100,000	BuyBoard/HGAC	
			vehicles & evidence library for Police Dept. Requesting increase from \$80,000 to \$100,000. -Funding is incorporated into the appropriate operating budgets	
22nd Century Technologies	Temporary staffing - on-call	\$375,000	City Contracts	
Buzz Clan, LLC	Staffing for 2.5 yrs.			
Diverse Staffing Services	-Funding is incorporated into the			
Strategic Government Resources	Appropriate Department budget			
Howroyd-Wright Employment Agency				
Db a AppleOne Employment Services				

ISSUE:

Seeking City Council approval of projected annual spend greater than \$50,000 which maintains fiscal stability of City operations and allows for continuation of operations.

FISCAL IMPACT:

Funding for all initiatives and expenditures above were incorporated into the appropriate FY 2022 departmental budgets. However, the amounts above are estimates; actual costs are dependent upon needs. If the actual costs above exceed what was allocated in the budget for those services, departments are required to make that difference up elsewhere within their operating budget.

RECOMMENDATION:

Staff recommends approval of annual recurring expenditures for FY 2022 in accordance with City Charter section 9.17.