

Legislation Text

File #: 21-265, Version: 1

Presenter/ContactBarbara Coleman, Purchasing Manager
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Approval of annual routine recurring expenditures for FY 2021 in accordance with City Charter Section 9.17.

BACKGROUND / RATIONALE:

Per section 9.17 of the City Charter, City Council approval is required for annual purchases that exceed \$25,000. 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 \$25,000 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	Solicitation
Bluebonnet Motors	Automotive Supplies & Services For Citywide fleet - requesting An increase from \$48,000 to \$75,000 - Funding is incorporated into the appropriate Operating budget	\$48,000	Sourcewell
Freese & Nichols Inc.	Increase of expenditure for Professional Services for Citywide engineering. This is an estimated annual increase From \$40,000 to \$100,000 -Funding is incorporated into the appropriate operating budgets	\$100,000	City IDIQ Professional Svc

Leissner Auto Parts	Increase of expenditures for fleet Vehicle auto parts and supplies. This is an estimated annual increase from \$30,000 to \$50,000 -Funding is incorporated into the Waste Management Enterprise Fund and other appropriate operating budgets	\$50,000	NJPA.
Watch Guard	Vehicle accessories to support City fleet vehicles and evidence library for Police Department. -Funding is incorporated into the appropriate operating budgets	\$75,000	Buy Board/HGAC

ADDRESSES A NEED/ISSUE IN A CITY PLAN OR COUNCIL PRIORITY:

Yes	Strategic Priorities:	9. Maintain fiscal stability of City operations
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FISCAL IMPACT:

Funding for all initiatives and expenditures above were incorporated into the appropriate FY 2021 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.

COMMITTEE RECOMMENDATION:

N/A

STAFF RECOMMENDATION:

Staff recommends approval of annual recurring expenditures for FY 2021 in accordance with City Charter section 9.17