

Legislation Text

File #: 21-810, **Version:** 1

PRESENTER:

Debbie Kimball, Contract Administrator, Finance Department

SUBJECT:

Approval to renew the following annual contracts, as allowed for by their contract language: Purchase of Vehicles, Pavement Marking Services, Auditing Services, EMS Medical Supplies, 3rd Party Assistance with Permit Application Review, 3rd Party Building Permit Application Plan Reviews, 3rd Party Engineering Development Permit Reviews and Administrative Support for Community Development Block Grants.

DEPARTMENT: Finance

COUNCIL DISTRICTS IMPACTED: Citywide

BACKGROUND INFORMATION:

On November 14, 2016, the City Council provided consent for a quarterly review and approval of renewals for various annual contracts that occur throughout the course of a fiscal year which are routine in nature and in accordance with the terms and conditions of the associated awarded contracts (which were originally approved by City Council). Quarterly approvals manage staff resources more efficiently as well as ensure compliance with the contracts' terms and conditions. Contract renewals that have any requested modifications, such as a significant increase or decrease in services or costs, will continue to be presented to City Council for individual consideration as needed.

The City Council has previously reviewed and approved the following annual contracts for various goods and services utilized for City operations; the contracts described below require Council authorization for contract renewal. All goods and services have been competitively vetted, and contracts have subsequently been executed on various dates in previous years. All awarded contractors have provided satisfactory performance during the term of their associated contract.

Renewal of Annual Contract for Purchase of Vehicles

City Department: Finance

Awarded Contractor: Kahlig Enterprises d/b/a Bluebonnet Motors, Inc.

Modified Contract Expiration Date: August 31, 2022

Approximate Annual Cost of Services During Renewal Period: Purchases occur based on a replacement schedule or in conjunction with new positions; therefore, the cost is incorporated into the appropriate replacement fund and/or departmental capital budget.

Renewal of Annual Contract for Pavement Marking Services

City Department: Public Works

Awarded Contractors: Flasher Equipment and Roadway Striping Inc.

Modified Contract Expiration Date: August 31, 2022

Approximate Annual Cost of Services During Renewal Period: Approximately \$50,000, factors based on needs may affect the total cost, but subsequent cost to the City is itemized in contract language.

Renewal of Annual Contract for Auditing Services (independent auditing services for the performance of the City's annual financial audit)

City Department: Finance

Awarded Contractor: Belt Harris Pechacek, LLP

Modified Contract Expiration Date: September 30, 2022

Approximate Annual Cost of Services During Renewal Period: \$66,567, factors such as additional audit requests may affect the total cost, but subsequent cost to the City is itemized in contract language.

Renewal of Annual Contract for EMS Medical Supplies

City Department: Fire

Awarded Contractor: Bound Tree Medical LLC

Modified Contract Expiration Date: September 30, 2022

Annual Cost of Services During Renewal Period: \$240,000

Renewal of Annual Contract for 3rd Party Assistance with Permit Application Review

City Department: Planning and Development

Awarded Contractors: Sunland Group Inc., Masterplan, K Friese & Associates,

Modified Contract Expiration Date: September 30, 2022

Approximate Annual Cost of Services During Renewal Period: Sunland Group, Inc. \$161,000; Masterplan \$140,000 and K Friese & Associates \$100,000

Renewal of Annual Contract for 3rd Party Building Permit Application Plan Reviews

City Department: Planning and Development

Awarded Contractors: Bureau Veritas, Safebuilt Texas and Sunland Group, Inc.

Modified Contract Expiration Date: September 30, 2022

Approximate Annual Cost of Services During Renewal Period: Approximately \$130,000 each

Renewal of Annual Contract for 3rd Party Engineering Development Permit Reviews

City Department: Public Works/Engineering

Awarded Contractor: K Friese & Associates

Modified Contract Expiration Date: September 30, 2022

Approximate Annual Cost of Services During Renewal Period: Not to Exceed \$200,000

Renewal of Annual Contract for Administrative Support for Community Development Block Grants

City Department: Finance

Awarded Contractor: Paula Harper, d/b/a Community Solutions TX

Modified Contract Expiration Date: September 30, 2022

Approximate Annual Cost of Services During Renewal Period: \$67,200

ISSUE:

Strategic Priorities: Maintain fiscal stability of City operations

FISCAL IMPACT:

Funding for all expenditures and contracts described above have been incorporated into the appropriate FY departmental budgets. Therefore, sufficient funds are available.

RECOMMENDATION:

Staff recommends approval to renew the following annual contracts, as allowed for by their contract language:

Purchase of Vehicles, Pavement Marking Services, Auditing Services, EMS Medical Supplies, 3rd Party

Assistance with Permit Application Review, 3rd Party Building Permit Application Plan Reviews, 3rd Party Engineering Development Permit Reviews and Administrative Support for Community Development Block Grants.