

## Legislation Text

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**File #:** 21-891, **Version:** 1

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**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 recommends 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
<b>Acushnet Company Titleist</b>	Commercial Golf Supplies for inventory - Funding is incorporated into the Stock-inventory budget	\$130,000	Sole Source
<b>Amazon Market Place</b>	City Wide purchases for general supplies and equipment -Funding is incorporated into the appropriate department budget	\$160,000	US Communities Omnia Partners
<b>AT &amp; T</b>	City Wide Telecommunication Services - Funding is incorporated into the	\$60,000	DIR/Utility

	IT Department operating budget					
<b>Avery Oil Company</b>	Bulk fluids to support city wide fleet operations -Funding is incorporated into the Fleet Operations budget	\$55,000	BuyBoard			
<b>Baker &amp; Taylor Books</b>	Library Books, supplies and other Cataloging Services -Funding is incorporated into the Library Department operating budget	\$240,000	TXMAS			
<b>Baker &amp; Taylor Entertainment</b>	Audio Books, music and movies -Funding is incorporated into the Library Department operating budget	\$ 50,000	TXMAS			
<b>BB Inspection Services</b>	On-Call Inspection Services - Funding is incorporated into the Development Services Fund budget	\$75,000	IDIQ Professional Svc			
<b>Bluebonnet Motors</b>	Automotive Supplies & Services For Citywide fleet - Funding is incorporated into the appropriate Operating budget	\$235,000	Best Value			
<b>The Chapman Law Firm</b>	City legal support related to construction contract and issues -Funding is incorporated into the Legal Department Budget	\$100,000	Professional Svc			
<b>Coats &amp; Rose</b>	Legal Support for Litigation on Yantis -Funding is incorporated into the The Legal Department's Operating Budget	\$50,000	Professional Svc -			
<b>Ergon Asphalt &amp; Emulsions Inc.</b>	Custom Blended Emulsions -Funding is incorporated into the Streets and Drainage Budget	\$50,000	Sole Source			
<b>ESRI</b>	Geographic Information System software licenses and online GIS support -Funding is incorporated into the IT Department annual budget	\$ 62,000	Single Source			
<b>Fastest Labs</b>		Employee physicals and testing -Funding is incorporated into the appropriate operating budget	\$55,000	City Contract		
<b>Freese &amp; Nichols Inc.</b>	Professional Support for Citywide projects -Funding is incorporated into the appropriate operating budget	Professional	Engineering Services	\$150,000	IDIQ	
<b>Galls, Inc. /Angel/miller</b>	Fire and Police Department Uniforms, Bullet proof vest and other accessories -Funding is incorporated into the	\$185,000	BuyBoard			

	appropriate operating budget		
<b>Geographic Information Services</b>	Geographic software support for the IT Department -Funding is supported by the Development Fund.	\$110,000	DIR
<b>Goodyear Tire</b>	Tires & Services for fleet vehicles including Recap tire service for City wide fleet vehicles -Funding is incorporated into the appropriate budget	\$ 150,000	BuyBoard
<b>GTS Technology Solutions Inc</b>	Email Security, computer replacements and on-demand purchases -Funding is incorporated in the IT operating budget.	\$400,000	DIR/BuyBoard
<b>GT Distributors</b>	Public Safety equipment, supplies Parts and uniforms -Funding is incorporated into the appropriate operating budget	\$130,000	BuyBoard
<b>Grande Truck Center</b>	Mechanical Services and Parts for Fleet Vehicles (trash collection vehicles) -Funding is incorporated into the Waste Management Enterprise Fund budget	\$80,000	BuyBoard
<b>Harrell's Inc.</b>	Landscape fertilizers for Parks Dept. -Funding is incorporated into the Golf Course Enterprise Fund	\$80,000	BuyBoard
<b>Heil of Texas</b>	Mechanical Services and Parts for Fleet Vehicles (trash collection bodies) - Funding is incorporated into the Solid Waste Management Enterprise Fund budget	\$150,000	BuyBoard
<b>Herald Zeitung</b>	Required Advertising - Funding is incorporated into the appropriate Department operating budgets	\$60,000	Single Source
<b>Hesselbein Tire Southwest</b>	Tires and services for Large trucks BuyBoard and equipment -Funding is incorporated into the Solid Waste Management Enterprise Fund budget	\$100,000	
<b>Home Depot/ Home Depot Pro</b>	-Misc. Building Supplies & equipment, - Funding is incorporated into the appropriate Operating budget	\$100,000	BuyBoard/ US Communities/ Omnia Partners
<b>Hydradyne</b>	Mechanical Service and Parts for Fleet Vehicles Drainage Division Tractors) - Funding is incorporated into the Solid Waste Management Enterprise Fund budget	\$60,000	Best Value/ SS-Warranty Work

<b>Iteris Inc.</b>		Data collection system for traffic & roads and miscellaneous supplies for traffic management - Funding is incorporated into the Public Works Department operating budget	\$ 90,000	TMAS/BuyBoard Sole Source		
<b>K.</b>	<b>Friese &amp; Assoc.</b>	Development Professional For Public Works-Engineering and Planning -Funding is incorporated into the Development Services Fund	Review	Assistance	\$200,000	IDIQ
<b>Law Offices of Ryan Henry, PLLC</b>		City general legal support -Funding is incorporated into the Legal Department budget.	\$50,000	Professional Svc		
<b>Leissner Auto Parts/ NAPA Auto Parts</b>		Parts and Supplies for Fleet Vehicles - Funding is incorporated into the Solid Waste Management Enterprise Fund budget	\$70,000	NJPA/Sourcewell		
<b>Lower Colorado River Authority</b>		Radio Services: Airtime and Radio Maintenance & Equipment -Funding is incorporated in to the appropriate Department operating budgets	\$270,000	LCRA Cooperative		
<b>Lowery</b>		On-Demand Appraisals -Funding is incorporated into the appropriate project budgets	\$50,000	IDIQ Professional Services		
<b>Lowes</b>		Misc. Building Supplies - Funding is incorporated into the appropriate Operating budget	\$50,000	NIPA/Omnia		
<b>Master</b>	<b>Plan</b>	Development Professional For Planning Department -Funding is incorporated into the Development Services Fund	Review	Assistance	\$100,000	IDIQ
<b>Microsoft</b>		Subscription to Microsoft and support City Wide System -Funding is incorporated into the IT Department operating budget	\$50,000	DIR		
<b>Motorola Spillman Technologies</b>		Annual Maintenance & License for Police and Fire Dept. computer aided dispatch and Records Management system - Funding is incorporated into the Police Department operating budget	\$185,000	Texas Dept. of Info. Res. (DIR)		
<b>NAFECO</b>		Safety Uniforms, Equipment and supplies - Funding is incorporated into the Fire Department operating budget	\$130,000	BuyBoard		
<b>NB Fire Fighters Assoc.</b>		Dues for City Fire Fighters	\$55,000	Sole Source		

	- Funding is incorporated into the Fire Department operating budget							
<b>Pawelek &amp; Moy Inc.</b>	Contracted Services for Engineering and Surveying. - Funding is incorporated into the appropriate budget	\$50,000	IDIQ Prof Svc					
<b>Precision Delta Corp</b>	Ammunition for Police Department - Funding is incorporated into the Police Department operating budget	\$100,000	TXMAS					
<b>Progressive Commercial Aquatics Inc.</b>	Pool chemicals for City pools -Funding is incorporated into the Parks Department operating budget	\$70,000	BuyBoard					
<b>SHI Government Solutions Inc.</b>	Consolidated contracts for Subscription to Microsoft 365 & other miscellaneous support to City wide system, data, maintenance and contracted services for IT -Funding is incorporated into the Appropriate operating budget	\$255,000	Omnia Partners, PACE & DIR					
<b>Siddons Fire Apparatus</b>	Service work for Fire engine repairs - Funding is incorporated into the Fire Department operating budget	\$90,000	BuyBoard					
<b>Southwest Public Safety</b>	Vehicle auxiliary out-fitting for Department fleet - as needed -Funding is incorporated into the Vehicle Replacement Fund and/or the Police Department operating budget	\$130,000	BuyBoard/ Best Value					
<b>Spectrum/ Time Warner Cable</b>	Internet and cable service for dedicated Internet citywide access -Funding incorporated into the IT Department annual budget	\$70,000	Sole Source / DIR					
<b>Staples</b>	Citywide office, custodial and other General supplies -Funding is incorporated into the appropriate departments operating budgets	\$130,000	Sourcewell					
<b>Strategic Government Resources</b>	Temporary contracting for Executive Recruitment (as needed) -Funding is incorporated into the appropriate operating budget	\$50,000	Best Value					
<b>Physio Control, Inc.</b>	On-site comprehensive coverage for	\$82,000	Sole					
<b>Stryker</b>	LIFEPAK defibrillator (service, maintenance, parts and reconditioning). -Funding is incorporated into the appropriate operating budget							
<b>Sunland Group</b>	Development Review Assistance	\$400,000	IDIQ					

	Professional for Planning Department -Funding is incorporated into the Development Services Fund		Services
<b>TaylorMade Golf</b>	Golf supplies and equipment for in-stock merchandise for Landa Park Golf Store. Supplies include golf balls, gloves, headwear, clubs, bags, etc. -Funding is incorporated into the Landa Park Golf Enterprise fund	\$50,000	Brand Name Exempt
<b>Terracon Consultants</b>	Multi contract for Material Testing - Funding is incorporated into the appropriate budget	\$80,000	IDIQ Profession Svc
<b>Texas Municipal League</b>	Self-Funded Pool for worker's compensation, property & liability insurance -Funding is incorporated into the appropriate operating budget	\$1,100,000	Self-Funded Pool
<b>Twincrest Technologies</b>	Traffic Signal sensors	\$55,000	HGAC/TXMAS -Funding is incorporated into the appropriate budget
<b>Tyler Technologies Inc.</b>	Software Licenses and	\$88,000	Sourcewell Annual maintenance to Support Time and Attendance, Municipal Court and Police Ticket Writers -Funding is incorporated into the appropriate Department budget
<b>US Postmaster</b>	City Wide Postage - Funding is incorporated into the appropriate operating budget	\$55,000	Sole Source
<b>Version Wireless</b>		City-wide wireless communications\$171,000 -Funding is incorporated into the Appropriate department operating Budgets	DIR
<b>Wastequip</b>	<b>&amp; Toter</b> \$267,000	Waste Management Containers HGAC/NIPA/ Commercial dumpsters and Omnia Partners Residential trash and recycling carts -Funding is incorporated into the Solid Waste Management Enterprise Fund budget	
<b>Watch Guard</b>	Vehicle accessories to support City fleet	\$80,000	BuyBoard/HGAC vehicles & evidence library for Police Dept -Funding is incorporated into the appropriate operating budgets

**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.