



City of San Antonio

Agenda Memorandum

File Number: 17-1551

Agenda Item Number: 6.

Agenda Date: 2/23/2017

In Control: City Council A Session

DEPARTMENT: Parks and Recreation

DEPARTMENT HEAD: Xavier D. Urrutia

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Change Order to Parks Annual Contract for Concrete

SUMMARY:

This ordinance authorizes a change order to the existing annual contract with TCL Construction Enterprises, Inc. for the Labor and Materials contract for concrete work in San Antonio parks by \$250,000.00 for a total contract value not to exceed \$2,977,480.00 as needed and in accordance with the annual adopted budget approved by City Council.

BACKGROUND INFORMATION:

This action will authorize a change order to the existing annual contract adopted by City Council on September 3, 2015, which will provide for some additional projects to be accomplished until a new annual contract is considered later in the spring. This change order provides for additional capacity for labor and concrete material for park operations as needed.

The City of San Antonio utilizes annual contracts for procuring high volume repetitive purchases. Annual contracts are an efficient method of securing the best prices through volume purchasing and reducing large amounts of work related to the bid process. Utilization of annual contracts allows the City to procure numerous different commodities in support of the normal daily operations.

ISSUE:

This change order represents labor and concrete material used by Parks & Recreation for maintenance, repairs and ADA compliance.

ALTERNATIVES:

Should the City not approve this change order to the annual contract, the department would be required to purchase services on an as needed basis wherein increased cost due to non-contract buying could be realized. This could result in delays for maintenance and repairs of parks.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's adopted budget approved by City Council. Purchases made will be on an as needed basis and dependent upon available funds within the annual adopted budget.

RECOMMENDATION:

Staff recommends approval of the change order to the annual contract with TCL Construction Enterprises, Inc. for labor and concrete material on an annual basis. The change order is critical to the City's daily operation.

The original purchasing contract was developed utilizing the low bid process; therefore, a Discretionary Contracts Disclosure Form is not required.