



CITY OF PLANO COUNCIL AGENDA ITEM

CITY SECRETARY'S USE ONLY				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		7/22/13		
Department:		Public Works		
Department Head		Gerald Cosgrove		
Agenda Coordinator (include phone #): Michael Parrish x7554				
CAPTION				
To approve the purchase of Utility Billing and Risk Management suite construction at the Municipal Center in the amount of \$142,639 to Kellogg, Brown, and Root, LLC through an existing contract and authorizing the City Manager to execute all necessary documents. (TCPN Contract No. R5087)				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input checked="" type="checkbox"/> CIP				
FISCAL YEAR:	2012-13	Prior Year (CIP Only)	Current Year	Future Years
				TOTALS
Budget		481,624	706,376	780,000
Encumbered/Expended Amount		-481,624	-518,036	0
This Item		0	-142,639	0
BALANCE		0	45,701	780,000
FUND(s): CAPITAL RESERVE				
COMMENTS: Funds are included in the FY 2012-13 Capital Reserve Fund. This item, in the amount of \$142,639, will leave a current year combined balance of \$45,701 for the Municipal Center - Bldg 71 project.				
STRATEGIC PLAN GOAL: Construction to better utilize existing office space in Municipal Center relates to the City's Goal of Financially Strong City with Service Excellence.				
SUMMARY OF ITEM				
Staff recommends the award of Utility Billing and Risk Management suite construction at the Municipal Center in the amount of \$142,639 to Kellogg, Brown, and Root, LLC through an existing contract/agreement with TCPN. The City is authorized to purchase from a Local Cooperative Organization pursuant to Chapter 271 subchapter F of the Local Government code and by doing so satisfies any State Law requiring local governments to seek competitive bids for items. (TCPN Contract No. R5087/City of Plano Internal Contract No. 2013-266-O)				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Award Memo, Bid Recap				



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plano.gov

TO: Michael Parrish, Sr. Buyer

FROM: Richard Medlen,
Facilities Maintenance Superintendent

DATE: June 17, 2013

SUBJECT: **Utility Billing and Risk management Suite Construction – Bid #2013-266-O**

I have reviewed the bids submitted to consolidate the space in the Utility Billing suite at the Municipal Center to make room and construct offices for a new Risk Management suite. This is necessary to meet the long range space planning projects to better utilize space at City facilities.

I recommend award to the lowest responsive responsible bid submitted by Kellogg, Brown, and Root, LLC for \$142,639. An additional bid was received from Gomez Floor Covering d/b/a GFC Contracting for \$152,000.

The funding for this project is in the Capital Reserve Account #54424.

Please contact me if you have any questions.

Thanks

/liw

Xc: Jim Razinha
Earl Whitaker
Matt Yager
Steve Healy
Todd Luxem

CITY OF PLANO

BID NO. 2013-266-O UTILITY BILLING AND RISK MANAGEMENT SUITE CONSTRUCTION BID RECAP

Bid Opening Date/Time: June 11, 2013 @ 1:00 PM

Number of Vendors Notified: 4

Vendors Submitting "No Bids": 0

Number of Bids Submitted: 2

Total Bid:

Kellogg, Brown, and Root, LLC \$142,639

Gomez Floor Covering d/b/a
GFC Contracting \$152,000

Recommended Vendor:

Kellogg, Brown and Root, LLC \$142,639

Michael Parrish

June 11, 2013

Michael Parrish, Senior Buyer

Date