

## ACTION FORM BRYAN CITY COUNCIL

<b>DATE OF COUNCIL MEETING:</b> July 23, 2013		<b>DATE SUBMITTED:</b> July 3, 2013	
<b>DEPARTMENT OF ORIGIN:</b> Parks and Recreation		<b>SUBMITTED BY:</b> M. Darrell Lovelette	
<b>MEETING TYPE:</b>	<b>CLASSIFICATION:</b>	<b>ORDINANCE:</b>	<b>STRATEGIC INITIATIVE:</b>
<input type="checkbox"/> BCD	<input type="checkbox"/> PUBLIC HEARING	<input type="checkbox"/> 1ST READING	<input checked="" type="checkbox"/> PUBLIC SAFETY
<input type="checkbox"/> SPECIAL	<input checked="" type="checkbox"/> CONSENT	<input type="checkbox"/> 2ND READING	<input checked="" type="checkbox"/> SERVICE
<input checked="" type="checkbox"/> REGULAR	<input type="checkbox"/> STATUTORY		<input type="checkbox"/> ECONOMIC DEVELOP.
<input type="checkbox"/> WORKSHOP	<input type="checkbox"/> REGULAR		<input type="checkbox"/> INFRASTRUCTURE
			<input checked="" type="checkbox"/> QUALITY OF LIFE
<b>AGENDA ITEM DESCRIPTION:</b> Consider approving a fourth extension of an existing price contract for the purchase of swimming pool and wastewater treatment chemicals to Poolsure (Houston, Texas) in an amount not to exceed \$62,665.00.			
<b>SUMMARY STATEMENT:</b> The Parks and Recreation Department utilizes this contract for water disinfectant chemicals at three (3) City of Bryan swimming pools, as well as the two (2) fountains at the Municipal Office Building. Additionally, wastewater treatment uses this contract for approximately 16,000 pounds of calcium hypochlorite (dry chlorine) annually for algae and disinfection control purposes within the three (3) wastewater treatment plants.			
<p>The City Council approved the award of the original price contract with Poolsure on July 14, 2009, for an amount not to exceed \$62,665.00. The City Council has subsequently approved the extension of this contract with Poolsure on August 10, 2010, on July 12, 2011, and on August 14, 2012, each for an additional year for an amount not to exceed \$62,665.00. That is, the contract amount for the last four years has been \$62,665.00 annually. The actual expenditures for the last four years are:</p> <ul style="list-style-type: none"> <li>• 2009-2010: \$49,826.78;</li> <li>• 2010-2011: \$51,376.10;</li> <li>• 2011-2012: \$51,604.18</li> <li>• 2012-2013: \$35,884.73 has been spent as of July 3, 2013, and staff projects year end at \$52,000 (this contract is based on the contract year beginning 8/11/12 and ending 8/10/13)</li> </ul> <p>Poolsure has, again this year, agreed to extend this contract under the same prices, terms, conditions and provisions as those contained in the original contract. They have agreed to do this for a one (1) year period. Please see attached letter of agreement regarding the contract price.</p> <p>Currently, Poolsure serves as the City of Bryan's provider of swimming pool and wastewater treatment chemicals. Staff is in agreement that Poolsure is reliable, provides excellent service, and has demonstrated reputable performance to the City of Bryan. Staff believes Poolsure will continue to perform satisfactorily and will meet all contractual obligations required by the bid and staff recommends the bid be awarded to Poolsure. Based on today's market price, Poolsure offers competitive priced products at or below the prices of other companies.</p>			

**STAFF ANALYSIS AND RECOMMENDATION:** Poolsure is reliable and customer-oriented business. They have been responsive to any and all requests made by the City of Bryan. They have held the same price for all four years, are offering the same pricing for this extension and their product prices are competitive in the market. However, approving this price contract results in the expenditure of public funds (General Fund and Enterprise Fund funds).

The Parks & Recreation Department respectfully requests City Council approval to award an extension of the existing price for swimming pool and wastewater treatment chemicals to Poolsure (Houston, TX) for an amount not to exceed \$62,665.00. Poolsure has provided the best value to the City by providing reliable service as has been demonstrated in the past through meeting contractual obligations with the City. Additionally, Poolsure offers competitive priced products.

**OPTIONS (In Suggested Order of Staff Preference):**

- (1) Award contract to Poolsure
- (2) Do not award the contract and rebid the contract, which could result in a higher cost to the City
- (3) Pursue another option

**ATTACHMENTS:**

- (1) Poolsure's Letter of Agreement regarding the price contract

**FUNDING SOURCE:** Wastewater Operating Fund (Enterprise Funds) and Parks Department (General Fund) – such funds are included in the annual budget

**APPROVALS:** Hugh R. Walker, 07/03/2013

**APPROVED FOR SUBMITTAL: CITY MANAGER**

**APPROVED FOR SUBMITTAL: CITY ATTORNEY** Janis K. Hampton 07-15-2013



CITY OF BRYAN  
The Good Life, Texas Style.

June 25, 2013

Poolsure - Houston  
Attn: Kevin Boyer, Texas Regional Manager  
1707 Townhurst  
Houston, Texas 77043

RE: 4<sup>th</sup> Extension of Contract No. 09-126, "Annual Price Agreement for Swimming Pool and Waste Water Treatment Chemicals"

Mr. Boyer:

Please be advised that the above referenced contract will expire as of August 10, 2013 and it is the desire of the City of Bryan to extend said contract for one (1) additional period of one (1) year, beginning the day following the expiration date of said contract.

If your company is willing and able to extend the contract under the same prices, terms, conditions and provisions as those contained in the original bid/contract, please complete the following information and return this original to me within ten (10) days from the date of this notification.

I, Kevin Boyer COO  
Name Title  
Poolsure  
Company Name

agree to extend said contract with the City of Bryan, under the same prices, terms, conditions and provisions as those contained in the original contract, for a period of one (1) year beginning on or about August 11, 2013 and terminating on August 10, 2014 subject to the City of Bryan City Council approval.

Signed By: [Signature]

Date: 07.07.13

[Signature]  
Karen Sonley, Buyer  
City of Bryan - Purchasing Department