



Legislation Details (With Text)

File #: 17-0304 **Version:** 1 **Name:** report of options to extend the terms of award for certain procurements having been recently exercised

Type: Item Approved on Behalf of the Board **Status:** Passed

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Title: Acknowledge report of options to extend the terms of award for certain procurements having been recently exercised (Contract Nos. 2016-0012, 2014-0107, 2015-0055, and 2016-0017)

Sponsors: Brian Wilcox

Indexes:

Code sections:

Attachments: 1. 2016-015 letter to extend thru 2018.06.30, signed for both parties, 2. 2014-021 extension letter effective 2017.05.27, dated 2017.02.21, signed for both parties, 3. 2015-028 extension letter for 2017 mowing season, signed for both parties, 4. 2016-011 extension letter 2017.02.27, signed for both parties

Date	Ver.	Action By	Action	Result
4/25/2017	1	Board of Mayor & Aldermen	approved	Pass

DATE: April 6, 2017

TO: Board of Mayor and Aldermen

FROM: Eric Stuckey, City Administrator
Kristine Tallent, Assistant City Administrator / CFO
Brian Wilcox, Purchasing Manager

SUBJECT: Acknowledge report of options to extend the terms of award for certain procurements having been recently exercised (Contract Nos. 2016-0012, 2014-0107, 2015-0055, and 2016-0017)

Purpose

The purpose of this memorandum is to report that options to extend the terms of award for certain procurements have been recently exercised.

Background

Options to extend the terms of award for the following procurement have been recently exercised:

Solicitation No.	Contract No.	Description	Department	Vendor	Date of award of procurement	Date of BOMA meeting at which contract was acknowledged	Date of expiration of term of award prior to exercising latest option to extend	Date of vendor accepting notice of intent to exercise latest option to extend	Date of expiration of term of award since exercising latest option to extend	Anticipated or estimated value of latest option to extend
2016-015	2016-0012	wastewater treatment lab services - annual stream bioassessment sampling, testing and identification	Water Management / Water Reclamation	Civil & Environmental Consultants, Inc.	March 23, 2016	April 12, 2016 (item 27)	June 30, 2017	February 20, 2017	June 30, 2018	\$4,877.10 per year
2014-021	2014-0107	group employee insurance benefits consulting services	Human Resources	Cowan, a division of Hub International	May 27, 2014	May 27, 2014 (item 19)	May 26, 2017	March 1, 2017	May 26, 2018	\$50,000 per year
2015-028	2015-0055	City facility landscaping and related contract services	Administration / Facilities	Landscape Services, Inc. (LSI)	March 24, 2015	March 24, 2015 (item 17)	December 31, 2016	February 21, 2017	December 31, 2017	\$30,900 per year
2016-011	2016-0017	firefighter annual physical medical exam services for uniformed personnel of the FFD; pre-employment physicals for candidates to become uniformed personnel of the FPD and the FFD	Fire / Human Resources	CareHere, LLC	April 1, 2106	April 12, 2107 (item 29)	March 31, 2017	March 3, 2017	March 31, 2018	\$105,385 per year

Financial Impact

In general, exercising options to extend terms of award is anticipated in the City’s current fiscal year budget. Further, each department has indicated that the City’s approved budget currently provides sufficient funding for the City exercising the option to extend or, if applicable, for the portion of the extended term of award to be allocated to the current City fiscal year.

Recommendation

Staff recommends that the Board of Mayor and Aldermen acknowledge receipt of this report that options to extend the terms of award for certain procurements have been recently exercised. Copies of the notices of intent to exercise these options, as accepted by the vendor, are attached.