

Legislation Text

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DATE: July 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. 2012-0023 (with Bi-County Solid Waste Management System for transport and disposal of solid waste), 2014-0019 (with Heritage Propane for propane fuel service for lawn mowers) and 2015-0106 (with Sun Life Assurance Company of Canada for stop-loss insurance for employee and retiree health and pharmacy programs))

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
interlocal agreement	2012-0023	transport and disposal of solid waste	Sanitation and Environmental Services	Bi-County Solid Waste Management System	5/8/2012	5/8/2012	6/30/2017	n/a	6/30/2020	\$2,836,620 for FY2018
2014-015	2014-0019	propane fuel service for lawn mowers	Parks	Heritage Propane	2/25/2014	2/25/2014	3/3/2017	5/30/2017	3/3/2018	\$48,888.58
2015-026	2015-0106	stop-loss insurance for employee and retiree health and pharmacy programs	Human Resources	Sun Life Assurance Company of Canada	5/12/2015	5/12/2015	6/30/2017	6/26/2017	6/30/2018	\$371,263.50

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.