



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/26/2021

Item Creation Date: 9/30/2021

E30042 - Lease of Modular Building - MOTION (Mobile Modular Management Corporation)

Agenda Item#: 8.

### **Background:**

**S78-E30042: Approve a spending authority for a lease of a modular building from Mobile Modular Management Corporation through the Texas Local Government Purchasing Cooperative (Buyboard) in the total amount of \$66,072.20 for Houston Public Works.**

### **Specific Explanation:**

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve spending authority for a 12-month lease with an additional 12-month option of one (1) modular building from **Mobile Modular Management Corporation** through the Texas Local Government Purchasing Cooperative (BuyBoard) in the total amount of **\$66,072.20** for Houston Public Works (HPW), and that authorization be given to issue purchase orders.

HPW employees are currently working out of a temporary trailer due to a fire that destroyed their warehouse in 2019. The temporary facility no longer accommodates the number of employees assigned to this work site; therefore, HPW is upgrading to a 36' by 56' modular building. The modular building will be used by HPW's personnel and outfitted with HVAC, electricity, plumbing for two (2) bathrooms, one (1) kitchenette area and six (6) open area workstations. The term of the lease will be a period of 12-months with an additional 12-month option (\$1,674.60 per month).

The scope of work requires the vendor to provide all tools, materials, equipment, labor, supervision, and transportation necessary to furnish, deliver, and install one (1) 36' x 56' modular building. The temporary modular office building will be installed at 13211 West Houston Center Blvd, Houston, TX 77082.

This recommendation is made pursuant to subsection 271.102 (c) of the Texas Local Government Code, which provides that "a local government that purchases goods or services [from a cooperative purchasing program or organization] satisfies any state law requiring the local government to seek competitive bids for the purchase of the goods or services.

### **M/WBE Participation:**

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold.

### **Hire Houston First:**

This procurement is exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing an Interlocal/Cooperative Purchasing Agreement for this purchase.

### **Fiscal Note:**

Funding for this item is included in the FY2022 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

*Jerry Adams*

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DocuSigned by:

*Carol Haddock*

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10/19/2021

**Jerry Adams, Chief Procurement Officer  
Finance/Strategic Procurement Division**

**Department Approval Authority**

DS  
*JG*

### **Estimated Spending Authority**

Department	FY2022	Out Years	Total
Houston Public Works Department	\$49,274.80	\$16,797.40	\$66,072.20

### **Amount and Source of Funding:**

**\$66,072.20**

Water & Sewer System Operating Fund

Fund No.: 8300

**Contact Information:**

NAME:	DEPARTMENT/DIVISIO	PHONE NO
Laura A Guthrie, Purchasing Manager	FIN/SPD	(832) 393-8735
Katie Moore, Sr. Procurement Specialist	FIN/SPD	(832) 393-8710
Jedediah Greenfield, Assistant Director	FIN/HFD	(832) 395-3754

**ATTACHMENTS:**

Description	Type
Affidavit ownership form	Backup Material
Cooperative Purchase Justification	Backup Material
Form A - Funding Information	Backup Material
Tax Report	Backup Material
BuyBoard Contract - 637-21	Backup Material
Mobile Modular Quotation 403488 dtd. 09.10.2021	Backup Material
Funding Verification	Financial Information
Budget vs Actual E30042	Financial Information