



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 10/28/2022

106336 - Valve Boxes, Cast Iron - MOTION

Agenda Item#:

Background:

Informal Bids Received October 18, 2022, for 106336 – Approve an award to Coburn Supply Company, Inc., in the total amount of \$7,225.00 for the purchase of Valve Boxes, Cast Iron for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Interim Chief Procurement Officer recommend that City Council approve an award to **Coburn Supply Company, Inc.** in the total amount of **\$7,225.00** for the purchase of valve boxes, cast iron and that authorization be given to issue a purchase order for Houston Public Works.

This is for the purchase of valve boxes, which will allow for employees to operate valves that are located underground. These boxes can also be used as a cleanout or inspection point for all underground systems used on water distribution pipes. These valve boxes help protect the employees when operating valves and are used to prevent long periods of distribution of water to the citizens of Houston.

This project was advertised in accordance with the requirements of the State of Texas bid laws for an informal procurement. Coburn Supply Company, Inc. has already received \$49,957.50 for other good and/or services this fiscal year. This purchase would put them above the \$50,000 threshold and therefore requires Council action. Twenty (20) prospective bidders downloaded the solicitation document from SPD's e-bidding website and four (4) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Coburn Supply Company, Inc.	\$7,225.00
2. Resale Sources	\$7,919.00
3. Bevco Company	\$9,804.00
4. PKJ International LLC	\$11,225.00

Coburn Supply Company, Inc.: Award on its overall low bid meeting specifications in the total amount of \$7,225.00.

MWBE Participation:

This procurement is exempt from the City's MWBE subcontracting requirements as the total expenditure does not exceed the \$100,000.00 threshold. However, HPW does solicit bids through SPD's e-bidding website which is promoted to all registered MWBE vendors.

Hire Houston First:

The proposed contract requires compliance with the City's 'Hire Houston First' ordinance that promotes economic opportunity for Houston businesses, while supporting job creation. In this case, Coburn Supply Company, Inc. does not meet the requirements of HHF designation, and no certified firms were within five percent.

Fiscal Note:

Funding for this item is included in the FY23 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

Jedediah Greenfield, Interim Chief Procurement Officer
Finance/Strategic Procurement Division

DocuSigned by:

Carol Ellinger Haddock, P.E., Director
Houston Public Works

DS

<u>Estimated Spending Authority:</u>			
Department	FY2023	Out Years	Total
Houston Public Works	\$7,225.00	\$0.00	\$7,225.00

Amount and Source of Funding:

\$7,225.00 – Water and Sewer System Operating Fund (8300)

Contact Information:

Brian Blum, Interim Assistant Director (832) 395-2717

ATTACHMENTS:

Description

Bid Tab
Ownership Form
Tax Report
Conflict Interest Form
Form A

Type

Backup Material
Backup Material
Backup Material
Backup Material
Financial Information