



CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 10/17/2023

ALL

Item Creation Date: 10/9/2023

H33017 - Water Conservation Plan Consulting Services (Alan Plummer Associates, Inc. DBA Plummer Associates, Inc.) - MOTION

Agenda Item#: 12.

Summary:

NOT A REAL CAPTION

APPROVE Spending Authority to update the 2019 City of Houston Water Conservation Plan and Drought Contingency Plan for Houston Public Works and issue purchase order to **ALAN PLUMMER ASSOCIATES, INC. dba PLUMMER ASSOCIATES, INC.** - \$170,000.00 - Enterprise Fund

Background:

Professional Services (P23-H33017) - Approve spending authority in an amount not to exceed \$170,000.00 to Alan Plummer Associates, Inc. DBA Plummer Associates, Inc. to update the 2019 City of Houston Water Conservation plan and Drought Contingency Plan for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works and the Chief Procurement Officer recommend that City Council approve spending authority in an amount not to exceed **\$170,000.00** for the to update of 2019 City of Houston Water Conservation Plan and Drought Contingency Plan and that authorization be given to issue a purchase order to **Alan Plummer Associates, Inc. DBA Plummer Associates, Inc.**

Per the Texas Administrative Code, Water Conservation Plans must be updated every five years and submitted to the Texas Water Development Board (TWDB). Plummer Associates includes a staff of water and energy efficiency leaders, project managers, and engineers which, allows for the completion of all aspects of the scope of work through one company. Their work also includes Industrial, Commercial, Institutional (ICI) water efficiency surveys, sector-specific water uses benchmarking, and overall conservation program development and planning. Their knowledge of the regulations makes them the best candidate for this scope of work.

This recommendation is made pursuant to subsection 252.022(a)(4) of the Texas Local Government Code, which provides that " a procurement for personal, professional, or planning services" is exempt from the competitive requirements for purchases.

MWBE Participation:

Zero-percent goal document approved by the Office of Business Opportunity.

Hire Houston First:

This procurement was exempt from the City's Hire Houston First Ordinance. Bids/proposals were not solicited because the department is utilizing a professional service for this procurement.

Fiscal Note:

Funding for this item is included in the FY2024 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial

Policies.

10/10/2023

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Jedediah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

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

10/10/2023

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Estimated Spending Authority			
Department	FY2024	Out Years	Total
Houston Public Works	\$170,000.00	\$.00	\$170,000.00

Amount and Source of Funding:

\$170,000.00
Water and Sewer System Operating Fund
Fund: 8300

Contact Information:

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Jedediah Greenfield, Chief Procurement Officer	Finance/SPD	(832) 393-9126

ATTACHMENTS:

Description	Type
H33017 - Quote	Backup Material
H33017 - Approved PSJ	Backup Material
H33017 - Form A	Financial Information
H33017 - Ownership Information Form	Backup Material
H33017 - Tax Report	Backup Material
H33017 - Conflict of Interest Form	Backup Material
H33017 - Approved OBO Goal Waiver	Backup Material
Budget vs Actual H33017	Financial Information