



CITY OF HOUSTON - CITY COUNCIL

Meeting Date:

ALL

Item Creation Date: 11/16/2023

107189 - Fire Hydrant Repair Parts - MOTION - (Coburn Supply Company, Inc.)

Agenda Item#:

Background:

107189 - Informal Bids Received October 18, 2023. Approve an award to Coburn Supply Company, Inc. in the total amount of \$7,500.00 for the purchase of Fire Hydrant Repair Parts for Houston Public Works.

Specific Explanation:

The Director of Houston Public Works (HPW) and the Chief Procurement Officer recommend that City Council approve an award to **Coburn Supply Company, Inc.** in the total amount of **\$7,500.00** for the purchase of fire hydrant repair parts and that authorization be given to issue a purchase order for Houston Public Works.

This is for the purchase of fire hydrant repair parts that are required to ensure fire hydrants within City limits are in working condition. The fire hydrants are in place to protect the public and safety as it is the Houston Fire Department's (HFD) primary fire protection source for Houston. HFD utilizes the fire hydrants to extinguish fires in and around residences and businesses to protect the public from injury or death.

Coburn Supply Company, Inc. was the low bidder for item 5, therefore they were selected based on their low bid. Items 1-4 of the bid will be purchased under a separate contract.

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 \$49,993.26 for other goods and/or services this fiscal year. This purchase would put them above the \$50,000 threshold and therefore requires Council action. Fifteen (15) prospective bidders downloaded the solicitation document from SPD's e-bidding website and two (2) bids were received as outlined below:

<u>Company</u>	<u>Total Amount</u>
1. Coburn Supply Company, Inc.	\$7,500.00
1. Ferguson Enterprises, LLC	\$8,892.00

Coburn Supply Company, Inc.: Award on its overall low bid meeting specifications in the total amount of \$7,500.00.

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 FY24 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

DocuSigned by:

Jeddiah Greenfield, Chief Procurement Officer
Finance/Strategic Procurement Division

DocuSigned by:

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

<u>Estimated Spending Authority:</u>			
Department	FY2024	Out Years	Total
Houston Public Works	\$7,500.00	\$0.00	\$7,500.00

Amount and Source of Funding:

\$7,500.00

Water and Sewer System Operating Fund

Fund No.: 8300

Contact Information:

Brian Blum, Assistant Director (832) 395-2717

ATTACHMENTS:

Description

Bid Tab

Ownership Information

Tax Form

Conflict of Interest

Form A

Type

Backup Material

Backup Material

Backup Material

Backup Material

Financial Information