



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date: 11/19/2024

ALL

Item Creation Date: 7/22/2024

WS1189650861 - Boat Maintenance and Repair Services (Clear Lake Powerboat Services, INC) - ORDINANCE

Agenda Item#: 33.

**Summary:**

ORDINANCE appropriating \$1,340,322.71 out of Fleet Management Fund; approving and authorizing Sole Source Agreement between City of Houston and **CLEAR LAKE POWERBOAT SERVICES, INC**, for Boat Maintenance and Repair Services for the Fleet Management Department; providing a maximum contract amount - 3 Years with 2 one-year options

**Background:**

**Sole Source (S87-WS1189650861) - Approve an ordinance awarding as sole source agreement to Clear Lake Powerboat Services, Inc. for boat maintenance and repair services in an amount not to exceed \$1,340,322.71 for a three-year term with two (2) one-year renewal options for the Fleet Management Department.**

**Specific Explanation:**

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing a sole source agreement for a **three-year term with two (2) one-year renewal options** to **Clear Lake Powerboat Services, Inc.** for boat maintenance and repair services, in an amount not to exceed **\$1,340,322.71** for the Fleet Management Department.

The scope of work requires the contractor to provide annual preventative maintenance and repair services for 62 boats. The contractor will be required to furnish all supervision, labor, parts, tools, materials, equipment, supplies, facilities, training, and transportation necessary to provide maintenance and repair services for boats owned and operated by the Fleet Management Department. Clear Lake Powerboat Services, Inc. has been the sole bidder for these services in the past solicitations. Outreach has indicated the volume of repairs as the contributing factor.

This recommendation is made pursuant to subsection 252.022(a)(7) of the Texas Local Government Code, which provides that "a procurement of items that are available from only one source...." is exempt from the competitive requirements for purchases.

**M/WBE Subcontracting:**

M/WBE zero percentage goal document approved by the Office of Business Opportunity.

**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 a sole source contractor for this purchase.

**Pay or Play Program:**

The proposed contract requires compliance with the City's 'Pay or Play' ordinance regarding health benefits for employees of City contractors. In this case, Clear Lake Powerboat Services, Inc. has elected to pay into the Contractor Responsibility Fund in compliance with City policy.

**Fiscal Note:**

Funding for this item is included in the FY25 Adopted Budget. Therefore, no Fiscal note is required as stated in the Financial Policies.

11/13/2024

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**Jedidiah Greenfield**  
 Chief Procurement Officer  
 Finance/Strategic Procurement Division

**Department Approval Authority** 11/14/2024

**Estimated Spending Authority**

Department	FY25	Out Years	Total
Fleet Management	\$237,641.96	\$1,102,680.75	<b>\$1,340,322.71</b>

**Amount and Source of Funding:**

**\$1,340,322.71** - Fleet Management Fund (1005)

**Contact Information:**

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

**ATTACHMENTS:**

<b>Description</b>	<b>Type</b>
WS1189650861 - Certification of Funds - Fiscal Form A	Financial Information
WS1189650861 - MWBE 0% Goal Waiver	Backup Material
WS1189650861 - Conflict of Interest	Backup Material
WS1189650861 - Delinquent Tax Report	Backup Material
WS1189650861 - Ownership Forms	Backup Material
WS1189650861 - Insurance Documents	Backup Material
WS1189650861 - Drug Forms	Backup Material
WS1189650861 - Pay Or Play	Backup Material
WS1189650861 - Sole Source Justification Letter	Backup Material
WS1189650861 - Sole Source Vendor Letter	Backup Material
WS1189650861 - Sole Source Approval	Backup Material
WS1189650861 - Bid Lines Cost - Fees	Backup Material
WS1189650861 - Parts List	Backup Material
Contract	Contract/Exhibit
Ordinance	Ordinance/Resolution/Motion
Fund Verification	Financial Information