

Mayor and Council Communication

DATE: 03/21/23

M&C FILE NUMBER: M&C 23-0208

LOG NAME: 13PAMEND #1 21-0177 OEM PARTS, MAINTENANCE & REPAIRS WTR CH

SUBJECT

(ALL) Authorize Execution of Amendment No. 1 to City Secretary Contract No. 56890 with Synergy Refrigeration, Inc., for Original Equipment Manufacturer Parts, Maintenance and Repairs to Increase the Annual Amount by \$25,000.00 for a New Annual Amount Not to Exceed \$125,000.00 for the Water Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of Amendment No. 1 to City Secretary Contract No. 56890 with Synergy Refrigeration, Inc., for Original Equipment Manufacturer Parts, Maintenance and Repairs to increase the annual amount by \$25,000.00 for a new annual amount not to exceed \$125,000.00 for the Water Department.

DISCUSSION:

On July 28, 2021, the Purchasing Division issued an Invitation to Bid (ITB) 21-0177 to finalize an annual agreement for Original Equipment Manufacturer (OEM) Parts, Maintenance, and Repairs for gas compressors vital to operations at various water plants within the City. The agreement was authorized with Synergy Refrigeration, Inc. for the Water Department for an annual amount of \$100,000.00.

The Water Department approached the Purchasing Division to increase the annual amount by \$25,000.00 due to increased maintenance requirements vital to the operation of various water plants. Staff is now requesting authorization to amend the existing Purchase Agreement to increase the annual amount by an additional \$25,000.00, for a total amount not to exceed \$125,000.00.

The maximum amount allowed under this agreement citywide will be \$125,000.00 however the actual amount used will be based on the need of the department and available budget.

Funding is budgeted in the Other Contractual Services account of the Wastewater Instrument & Electric Department's Water & Sewer Fund, as appropriated.

This amendment will not change any other agreement terms or conditions of the contract.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Water & Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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