



STAFF REPORT

CITY OF GREEN COVE SPRINGS, FLORIDA

TO: City Council Regular Meeting **MEETING DATE:** July 6, 2021
FROM: Scott Schultz, Asst. Water Utilities Director
SUBJECT: City Council approval to issue a purchase order in the amount of \$28,010.85 to Irby for electric conduit for the Magnolia Point Third Feed Project. *Scott Schultz*

BACKGROUND

As part of the Magnolia Point Third Feed Project, the electric department plans to replace the overhead lines on Harbor Road with underground lines that run across the back of the Harbor Road WWTP facility. In order to coordinate this conduit installation with the HRWWTP contractor, this conduit needs to be installed by July 30, 2021. Given the six-to-eight-week lead times on conduit, staff has issued the purchase order to Irby for the conduit based on the four quotes that the city received. Staff is now requesting that Council ratify this purchase order.

Staff is also requesting a variance from the City's purchasing policies and procedures based on the "exception" item that is presented for City Council consideration in separate action this evening.

FISCAL IMPACT

\$28,010.85 to the Electric Department CIP account number 401-3032-5006510.

RECOMMENDATION

Approve purchase order in the amount of \$28,010.85 to Irby for electric conduit for the Magnolia Point Third Feed Project.