CITY OF PORT LAVACA

Request For Approval of Budgetary Amendment Fiscal Year 2024-2025

Required Balance \$

Amendment # PUF-002

1,858,375.48

PUBLIC UTILITY FUND - 501 Unreserved Fund Balance at 10/01/2024 \$ 5,074,725 Current Surplus/Deficit in Budget (353,981) Net Increase/(Decrease) this Request (69,485) Amended Unreserved Fund Balance \$ 4,651,259

Date Requested:

FUND:

8/11/2025

Account No.					Original	Increase/	Amended	
Fund	Dept.	Line-item	DEPT	Description	Budget	(Decrease) Budget		Reason
501	55133	544.70	UTILITY MAINT	I & I IMPROVEMENTS	75,000	69,485	\$ 144,485	SMOKE TESTING OF MAIN LIFTSTATION
	NET INCREASE/(DECREASE) TO LINRESERVED FUND BALANCE							

NET INCREASE/(DECREASE) TO UNRESERVED FUND BALANCE

(69,485)

Approvals:

COUNCIL:

NO

Entered:

City Manager

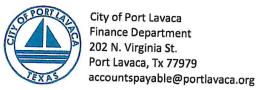
Initials:

Director of Finance

Date:

Exhibit A to Ordinance No. S-3-2025 2024-2025 FY Budget Amendments mos\Ordinances\2025 Ordinances Passed and adopted 09-08-25

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CITY OF PORT LAVACA REQUISITION REQUEST FORM

Expedited Review

decounts	payable@portlavaca.or	g			PURCHASE
Section 1 - General	Information				ORDER #
	3.22	r Director	-	" 1A7 1	(Assigned by Finance) DATE: 6/18/25
Requisitioned by:	Wayne Shaffe	Director			
	or the second second of		(Title)		Name of Urban Surveying
Department:	Utility Mainten	ance ———			- G/L Acct #: 501-55133544.70
Project:	l&lre	mediatio	e testing)		
Description of Good	s/Services: Smoke to	- Project #: Line #:			
= 100.1pt.on 01 000d.	systemices	ooung on	vicini into	station basin	Total: \$87,065
Section II - HUB Con	tact Documentation - F	OR PURCHA	SES OF \$3.0	000 - \$49 999	
In compliance with (hapter 252.0215 of the	Texas Local	Governme	nt Code and page	es 13 & 14 of the City Purchasing Policy and
Procedures manual,	the department origina	ting this pur	hase requi	sition certifies th	nat: (Select A or B)
A) The follow	wing Calhoun County Hi	storically Un	derutilized	Businesses were	e identified and contacted concerning this purchase:
HUB #1			7	HUB #2	5 ··· Paramosa.
			-	HUB #2	
B) X No applic	able Calhoun County H	UBs were ide	ntified from	n the Comptrolle	er of Public Accounts listing; therefore, the City is
exempt f	rom HUB contact requir	ements for t	his purchas	se. (Attach HUB	vendor search results.)
	ive Quotation Docume				
Competitive quotation	ns are generally require	ed for cooper	ative, eme	rgency, sole sou	rce or single source purchases, with
justification/sole sour	rce documentation, and	approval by	Finance, p	er pages 13-15 o	of the City Purchasing Policy and Procedures.
Cooperative Purchase	? 🗆	Yes	✓	No	PSA/Contract #
Sole Source?		Yes	7	No	
Single Source? Professional Services?		Yes		No	
Emergency Purchase?		Yes		No	
	y Manager authorizatio	Yes	☑	No	
	y Manager authorizatio	Yes		No	
Competitive Bid?	_	163	12.1	No	Attach bid tabulation and Council minutes
	Quotation #			Quotation #	Quotation #3
	\$1,001 - \$5,0 PO NOT REQUIRED			\$5,001 - \$10,0	
Name of Company	Urban Surveying	\$3,000		HUB Vendo	or Search\$49,999
Telephone Number	361-578-9837				
Contact Person	Terry Ruddick				
Email Address					
Quotation #					
Total Price Quoted	\$87,065				
Section IV - Approvals		1	///.	9	
Department Head or I		M	111		Date: 7-30-25
Department Head or I	Jesignee:	11/			Date: 7 50 85
o be routed for signatu	re by Finance staff:				
inance Director:			None Science		Date:
City Manager:	9	0			Date:



Wayne W. Shaffer Public Works Director City of Port Lavaca

Via email: wshaffer@portlavaca.org

RE: Main Lift Station Basin Smoke Testing

Dear Mr. Shaffer,

Thank you for allowing USI the opportunity to submit a proposal to provide smoke testing services for the referenced project. Following is a list of estimated pipe lengths per size along with the corresponding fee:

6"-36,500 linear feet @ \$0.85 per foot = \$31,025 8"-37,200 linear feet @ \$0.85 per foot = \$31,620 10"-13,000 linear feet @ \$0.85 per foot = \$11,050 12"-6,800 linear feet at \$0.85 per foot = \$5,780 15"-6,100 linear feet at \$1.00 per foot = \$6,100 18"-1,490 linear feet at \$1.00 per foot = \$1,490 Total = \$87,065

Please note that the pipe lengths are estimates from record drawings. We will determine actual pipe lengths during the smoke testing process.

I would welcome the opportunity to discuss timing, deliverables, etc. at your convenience. Please let me know if you have any questions or concerns.

Sincerely,

Terry T. Ryddick, C.E.O.

Victoria 2004 N. Commerce Victoria, TX 77901 361-578-9837 Firm #: 10021100

urbansurveying.com



