

# City Council Meeting

## Agenda Item

### Data Sheet

Meeting Date: February 5, 2024

#### Topic:

Approve a services agreement renewal with Accurate Utility Supply, LLC for water, wastewater, and drainage supplies and services through a BuyBoard Contract (Contract No. 626-20) for a not-to-exceed amount of \$262,500, approve the expenditure of funds therefor, and authorize the City Manager to execute any and all documents related to the purchases. These expenditures are included in the Fiscal Year 2023-2024 Budget.

#### Background:

Accurate Utility Supply, LLC is a utility supply distributor that has consistently provided the City of Tomball with a wide range of water, wastewater, and drainage products and services including pipe, hydrants, fittings, clamps, water metering testing, calibration and repair, backflow certification and repair, compliance support flow testing, leak detection, and meter and backflow vaults.

Based on the City's adopted Procurement Policy, staff is requesting approval of a services agreement renewal for the purchase of supplies through an existing BuyBoard Contract for the purchase for this fiscal year in excess of \$50,000. The chart below identifies projected spending through September 30, 2024 for daily maintenance and project completion.

Projected Water Purchases (pipe, fittings, and testing)	\$125,000
Project Water Purchases (hydrant meters)	\$17,500
Projected Wastewater Purchases	\$70,000
Project Drainage Purchases	\$10,000
Project Capital Purchases	\$40,000

The original services agreement was executed in June 2023 with three additional one-year renewals and staff is requesting to exercise the option to utilize the renewal term. This item authorizes fiscal year purchases with Accurate Utility Supply, LLC to supply necessary water, wastewater, and drainage supplies and services, as needed.

**Origination:** Project Management

#### Recommendation:

Staff recommends approving a services agreement renewal with Accurate Utility Supply, LLC to supply the necessary water, wastewater, and drainage supplies and services.

**Party(ies) responsible for placing this item on agenda:** Meagan Mageo, Project Manager

**FUNDING (IF APPLICABLE)**

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: \_\_\_\_\_ No: \_\_\_\_\_ If yes, specify Account Number: #600-613-6106,  
#600-613-6329  
#600-614-6106  
#600-614-6207  
#100-154-6106  
#400-154-6409

If no, funds will be transferred from account # \_\_\_\_\_ To account # \_\_\_\_\_

Signed Meagan Mageo Approved by \_\_\_\_\_  
Staff Member \_\_\_\_\_ Date \_\_\_\_\_ City Manager \_\_\_\_\_ Date \_\_\_\_\_