

Mayor and Council Communication

DATE: 09/12/23

M&C FILE NUMBER: M&C 23-0748

LOG NAME: 13P COOP BB 703-23 HIGHWAY SAFETY AND TRAFFIC CONTROL EC TPW

SUBJECT

(ALL) Authorize Non-Exclusive Purchase Agreements with Multiple Vendors Using BuyBoard Cooperative Contract No. 703-23 for the Purchase of Highway Safety Products and Equipment in a Combined Annual Amount Up to \$2,465,013.28 for the Initial Term and Authorize Two One-Year Renewal Options for Up to \$3,060,954.10 for Renewal One and \$3,805,880.10 for Renewal Two for the Transportation and Public Works, Aviation, Parks and Recreation and Police Departments

RECOMMENDATION:

It is recommended that the City Council authorize non-exclusive purchase agreements with multiple vendors using BuyBoard Cooperative Contract No. 703-23 for the purchase of highway safety products and equipment in a combined annual amount up to \$2,465,013.28 and authorize two consecutive one-year renewal options for up to \$3,060,954.10 for renewal one and \$3,805,880.10 for renewal two for the Transportation and Public Works, Aviation, Parks and Recreation and Police Departments.

DISCUSSION:

The Transportation and Public Works (TPW), Aviation, Parks and Recreation (PARD) and Police Departments approached the Purchasing Division to enter into agreements with the awarded vendors under BuyBoard Contract No. 703-23. The contract offers a variety of products for highway safety and traffic control. The user-departments will utilize the agreements to purchase various road safety and traffic control products and equipment, such as roadwork barricades, on an as needed basis.

Staff from the user-departments identified and selected multiple vendors from BuyBoard's Final Catalog Award Report according to price, availability, and products offered. Approval of this Mayor and Council Communication authorizes the City to execute agreements with the following vendors: Tiger Traffic, Inc., Traffic and Parking Control Co. Inc., Texas Highway Products, LTD., Centerline Supply, Inc., Texas Traffic and Barricade, LLC., American Signal Company, All Traffic Solutions, Inc. and Buyer's Barricade, Inc.

BuyBoard Contract No. 703-23 has an initial term beginning on June 1, 2023, through May 31, 2024, and includes two one-year renewal options. The Request for Proposal for BuyBoard Contract No. 703-23 was published on July 12, 2022, and responses were opened on January 19, 2023. BuyBoard contracts offer fixed discounts. Staff reviewed the pricing and determined it to be fair and reasonable.

State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies state laws requiring that the local government seek competitive bids for purchase of the items. BuyBoard contracts have been competitively bid to increase and simplify the purchasing power of government entities.

Approval of this M&C authorizes the City to spend up to \$2,465,013.28 for the initial term, \$3,060,954.10 for the first renewal, and \$3,805,880.10 for the second renewal. However, the actual first year spend is anticipated to be \$1,972,010.62 based on current budget allocations. A 25% contingency is added to the authorized amount to ensure adequate coverage in the event of unexpected increases in demand. Actual usage in any term can be up to the authorized amount and will be dependent upon actual appropriations for this purpose in the departments' budgets. The annual department allocation for these agreements is:

Department	Annual Amount Initial Term	Annual Amount Renewal 1	Annual Amount Renewal 2
TPW	\$1,907,010.62	\$2,383,763.28	\$2,979,704.08
Aviation	\$25,000.00	\$25,000.00	\$25,000.00
PARD	\$15,000.00	\$15,000.00	\$15,000.00
Police	\$25,000.00	\$25,000.00	\$25,000.00
25% Purchasing contingency	\$493,002.66	\$612,190.82	\$761,176.02
Combined Annual Totals	\$2,465,013.28	\$3,060,954.10	\$3,805,880.10

Funding is budgeted in the participating departments' Operating & Capital budgets, as appropriated.

The initial term of the agreements will expire on May 31, 2024, in line with the cooperative agreement and may be renewed for up to two additional one-year terms, in accordance with the terms of the BuyBoard Contract.

An administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

A M/WBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

This project will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating & capital budgets, as previously appropriated in the participating departments' Operating & Capital Funds to support the approval of the recommendation and execution of the agreements. Prior to an expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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