

Mayor and Council Communication

DATE: 03/02/21

M&C FILE NUMBER: M&C 21-0143

LOG NAME: 13PAMEND P-12288 VEHICLE RENTAL LSJ

SUBJECT

(ALL) Authorize Amendment to Existing Purchase Agreement with EAN Holdings, LLC for Vehicle Rentals in an Annual Amount Up to \$1,000,000.00 Using a Tarrant County Cooperative Contract for All City Departments

RECOMMENDATION:

It is recommended that the City Council authorize an amendment to the existing purchase agreement with EAN Holdings, LLC for vehicle rentals in an annual amount up to to \$1,000,000.00 using Tarrant County Cooperative Contract No. 2020-166 for City departments with renewal options in accordance with Tarrant County Cooperative Contract No. 2020-166 or applicable successive Tarrant County Cooperative contracts for the same services.

DISCUSSION:

On December 11, 2018, the City Council approved Mayor and Council Communication (M&C) P-12288, authorizing agreements with EAN Holdings, LLC for vehicle rentals using a Tarrant County Cooperative Contract for an annual amount up to \$300,000.00. Staff is now requesting authorization to amend the existing purchase agreements to increase the annual amount by an additional \$700,000.00, for a total amount not to exceed to \$1,000,000.00. The increase is required due to the need for manual meter reading by Water Department staff until manual reading is phased out.

City departments will use this agreement for the rental of various types, sizes, makes and models of automobiles, sport utility vehicles, vans and pickup trucks. Vehicles will be used by staff traveling to conduct official City business in-town and out-of-town. The City will have the ability to select vehicles that best fit the needs for the assigned duties.

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

COOPERATIVE PURCHASE - 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 item. Tarrant County cooperative contracts have been competitively bid to increase and simplify the purchasing power of government entities.

PRICE ANALYSIS - The unit prices range from 15 percent higher to 15 percent lower than the unit prices in the current agreement awarded in 2020. No guarantee was made that a specific amount of services would be purchased. Staff certified that the prices offered are fair and reasonable.

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

AGREEMENT TERM - Upon City Council's approval, this agreement shall begin on March 2, 2021 and expire on September 26, 2021 to coincide with the Tarrant County contract.

RENEWAL OPTIONS -This agreement may be renewed in accordance with the terms and conditions of Tarrant County Contract No. 2020-166 or applicable successive Tarrant County contracts for the same services at the City's option. This action does not require specific City Council approval provided that City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal terms.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the participating departments' operating funds to support the approval of the above recommendation and amendment to the purchase agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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