

Mayor and Council Communication

DATE: 10/27/20

M&C FILE NUMBER: M&C 20-0786

LOG NAME: 13P20-0187 ITB- ANIMAL CONTROL TRUCKS LRH

SUBJECT

(ALL) Authorize the Purchase of Five Animal Trucks from Caldwell Country Chevrolet, LLC in an Amount Up to \$370,275.00, for the Code Compliance Department Through the Property Management Department

RECOMMENDATION:

It is recommended that the City Council authorize the purchase of five animal control trucks from Caldwell Country Chevrolet, LLC in an amount up to \$370,275.00, for the Code Compliance Department through the Property Management Department.

DISCUSSION:

The Property Management Department (PMD) approached the Purchasing Division for assistance with buying trucks and equipment to be used by the Code Compliance Department for the assistance of the City of Fort Worth's animal control duties and activities throughout the City.

Purchasing issued an Invitation to Bid (ITB) consisting of detailed specifications as to the functionality, features and requirements for the new units. This bid was advertised in the *Fort Worth Star-Telegram* on July 1, 2020, July 8, 2020 and July 15, 2020. Vendors were solicited from the purchasing vendor database and two responses were received.

Staff recommends awarding the purchase of trucks to Caldwell Country Chevrolet, LLC based on this being the lowest responsive bid meeting all specifications. Staff certifies that the new units meet the required specification and are expected to operate satisfactorily during their service life. The new units will be replacements for unreliable units that can no longer be economically maintained. The old units will be sold at auction. Warranty information, manufacturer's Statement of Origin and original sales invoice will accompany the new units upon acceptance and delivery to the 4100 Columbus Trail facility.

This is a new purchase therefore no price analysis or total cost of ownership is unavailable. Staff reviewed the pricing and determined it to be fair and reasonable. The bid tabulation is attached.

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 waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

The units will be delivered within 120 days after receipt of a purchase order.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Tax Note 2020 Fund and the Vehicle And Equip Replacement Fund for the Code Comp Vehicle Replacement and the FY2020 Code Com Vehicles VEF projects to support the approval of the above recommendation and purchase agreement. Prior to any expenditure being incurred, the Code Compliance and Property Management Departments have the responsibility to validate the availability of funds.

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