

Mayor and Council Communication

DATE: 02/18/20

M&C FILE NUMBER: M&C 20-0075

LOG NAME: 13P20-0024 GENERATOR MAINTENANCE AND REPAIR SNB CITYWIDE

SUBJECT

Authorize Execution of an Agreement with M.G. Bryan OpCo, LLC d/b/a M.G. Bryan Equipment Company for Generator Maintenance and Repair for all City Departments in an Annual Amount Up to \$400,000.00 and Authorize Four Annual Renewal Options (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize execution of an Agreement with M.G. Bryan OpCo, LLC d/b/a M.G. Bryan Equipment Company for generator maintenance and repair for all City Departments in an annual amount up to \$400,000.00 and authorize four annual renewal options.

DISCUSSION:

The Property Management Department approached the Purchasing Division to finalize a bid for an annual Agreement for generator maintenance and repair. City Departments will use this Agreement to maintain various sized generators used as backup for electrical power systems for City-owned facilities on an as needed basis. In order to procure these services, Purchasing issued an Invitation to Bid (ITB). The ITB consisted of detailed specifications regarding required level of technical experience, maintenance, repair, and testing and reporting requirements.

The bid was advertised in the [Fort Worth Star-Telegram](#) on November 27, 2019, December 4, 2019, December 11, 2019 and December 18, 2019. Thirty-eight vendors were solicited from the purchasing vendor database system. The City received seven bids.

Bids were evaluated based on the lowest bidder complying with all the provisions of the solicitation. Staff from the Property Management Department recommends awarding a one-year agreement to M.G. Bryan OpCo, LLC d/b/a M.G. Bryan Equipment Company along with four one-year options to renew. No guarantee was made that a specific amount of these services will be purchased.

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.

Upon City Council approval, the initial term shall begin upon execution of the Agreement and shall end one year from that date.

Each agreement may be renewed for up to four additional one-year terms at the City's option. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation and award of the contract, funds are available in the current operating budget, as appropriated, in the participating departments' Operating Funds. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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