

# Mayor and Council Communication

**DATE:** 06/13/23

**M&C FILE NUMBER:** M&C 23-0452

**LOG NAME:** 13P ITB 23-0040 RENTAL OF CONSTRUCTION EQUIPMENT AW WATER

**SUBJECT**

(ALL) Authorize Execution of Agreements with H&E Equipment Services, Inc., Herc Rentals Inc., and United Rentals (North America), Inc. for the Rental of Construction Equipment for the Water Department in a Combined Annual Amount Up to \$350,000.00 and Authorize Four One-Year Renewals in the Same Amount

**RECOMMENDATION:**

It is recommended that the City Council authorize execution of agreements with H&E Equipment Services, Inc., Herc Rentals Inc., and United Rentals (North America), Inc. for the rental of construction equipment for the Water Department in a combined annual amount up to \$350,000.00 and authorize four, one-year renewals in the same amount.

**DISCUSSION:**

The Water Department approached the Purchasing Division for assistance with securing an agreement for the rental of construction equipment on an as-needed basis. Under the proposed agreements, the vendors will provide various construction equipment for rental on a daily, weekly, and monthly basis. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications including the condition the equipment must be in, the required equipment warranties, and the delivery and pickup timeframe to ensure equipment is available in a timely manner.

The ITB was advertised in the *Fort Worth Star-Telegram* on March 8, 2023, March 15, 2023, March 22, 2023, and March 29, 2023. The City received three responses.

An evaluation panel consisting of representatives from the Water and Transportation & Public Works Departments reviewed and scored the submittal using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Bidder	Evaluation Factors				
	a	b	c	d	Total score
H&E Equipment Services, Inc.	18.67	20.00	15.33	34.00	88.00
Herc Rentals Inc.	13.33	19.17	14.67	31.41	78.58
United Rentals (North America), Inc.	17.33	20.83	16.67	35.00	89.83

**Best Value Criteria:**

- a. Contractor’s experience
- b. Contractor’s ability to perform services in a timely manner
- c. Extent to which the services meet the City’s needs (availability of equipment, possesses proper warranties and insurances, etc.)
- d. Cost of service

After evaluation, the panel concluded that H&E Equipment Services, Inc., Herc Rentals Inc., and United Rentals (North America), Inc. presented the best value. Therefore, the panel recommends that Council authorize agreements with H&E Equipment Services, Inc., Herc Rentals Inc., and United Rentals (North America), Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors' bids met specifications.

**FUNDING:** The combined annual maximum amount allowed under these agreements will be \$350,000.00; however, the actual amount used will be based on the need of the department and available budget.

Funding is budgeted in the Equipment Lease account of the Water Department’s rollup within the Water & Sewer Fund.

**DVIN-BE:** A waiver of the goal for Business Equity subcontracting requirement is approved by the DVIN-BE, in accordance with the Business Equity Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

**AGREEMENT TERMS:** Upon City Council approval, the agreements shall begin upon execution and expire one year from that date.

**RENEWAL TERMS:** The agreements may be renewed for four additional, one-year terms at the amount authorized through this Mayor & Council Communication. 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.

ADMINISTRATIVE CHANGE ORDER: 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.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Water & Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

<b><u>Submitted for City Manager's Office by:</u></b>	Reginald Zeno	8517
	Dana Burghdoff	8018
<b><u>Originating Business Unit Head:</u></b>	Reginald Zeno	8517
	Christopher Harder	5020
<b><u>Additional Information Contact:</u></b>	Jo Ann Gunn	8525
	Alyssa Wilkerson	8357