

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 04/09/24 M&C FILE NUMBER: M&C 24-0268

LOG NAME: 13P AMEND CSCO 61022 WATER DAMAGE MITIGATION KQ PMD

SUBJECT

(ALL) Authorize Amendment to City Secretary Contract No. 61022 with DRC Fort Worth, LLC dba SERVPRO of North Fort Worth for Water Damage Mitigation Services to Increase the Annual Amount by \$35,000.00 for a New Annual Amount Up to \$135,000.00 for the Aviation and Property Management Departments

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an amendment to City Secretary Contract No. 61022 with DRC Fort Worth, LLC dba SERVPRO of North Fort Worth for water damage mitigation services to increase the annual amount by \$35,000.00 for a new annual amount up to \$135,000.00 for the initial term and all renewals for the Aviation and Property Management Departments.

DISCUSSION:

On February 27, 2024, the Aviation Department entered into an agreement with DRC Fort Worth, LLC dba SERVPRO of North Fort Worth using BuyBoard Contract 675-22 for water damage mitigation services. The initial term of the agreement was for an annual amount up to \$100,000.00.

The Property Management Department approached the Purchasing Division to increase the annual amount by \$35,000.00 for their use of water damage mitigation services to clean up, sanitize, and perform related services at City-owned properties. Staff is requesting authorization to amend the existing agreement to increase the annual amount up to \$135,000.00.

The maximum amount allowed under this agreement will be \$135,000.00. However, the actual amount used will be based on the departments' needs and available budget.

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.

Agreement Terms: The initial term of the Agreement expires on September 30, 2024. The City has one (1) one-year renewal option.

Funding is budgeted in the Facilities Repair & Maintenance supplies account within the General Fund for the Property Management Department and in the Other Contractual Services account within the Municipal Airport Fund for the Aviation Department, as appropriated.

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 General and Municipal Airport Funds. Prior to an expenditure being incurred, the Property Management and Aviation Departments have the responsibility to validate the availability of funds.

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