

Mayor and Council Communication

DATE: 03/10/26

M&C FILE NUMBER: M&C 26-0190

LOG NAME: 13P ITB 26-0056 BRINE MACHINE, SALT SUPPLY, AND TANKS TPW GN

SUBJECT

(ALL) Authorize Execution of an Agreement with C & H Outdoor Solutions LLC, dba Sno-Biz, for a Brine Machine, Salt Supply and Tanks in an Annual Amount Up to \$550,000.00 to Allow for a One-Time Purchase Using the Community Development Block Grant – Disaster Recovery for the Transportation and Public Works Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an agreement with C & H Outdoor Solutions LLC, dba Sno-Biz for a brine machine, salt supply, and tanks in a combined amount up to \$550,000.00 to allow for a one-time purchase using the Community Development Block Grant – Disaster Recovery for the Transportation and Public Works Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize an agreement for the one-time purchase of a brine machine, salt supply and tanks for the Transportation and Public Works Department. The Transportation & Public Works Department approached the Purchasing Division to purchase a brine machine, salt supply and tanks. These items will be used for the production of sodium-chloride brine for road de-icing and winter maintenance operations.

An Invitation to Bid (ITB 26-0056) was advertised in the *Fort Worth Star-Telegram* on December 17, 2025, December 24, 2025, December 31, 2025, January 7, 2026, and January 14, 2026. The bid was opened on January 15, 2026, and three (3) bids were received. One vendor was deemed non-responsive for failing to submit the required documentation under the bid specifications.

Purchasing Staff evaluated the bid responses based on lowest, responsible bidder criteria and recommends awarding agreements to C & H Outdoor Solutions LLC, dba Sno-Biz. No guarantee was made that a specific amount of items will be purchased.

The maximum annual amount allowed under the agreement will be \$550,000.00, however, the actual amount used will be based on the need of the department and the available budget.

FUNDING: The agreement will be funded through the Community Development Block Grant – Disaster Recovery (CDBG-DR) as a response to Winter Storm Uri and allocated to the City through Federal Register Notices 87 FR 31636 and 88 FR 3198. Funding is budgeted in the Other Contractual Services and Cap Out-Imp Other Than Bldgs accounts within the Grants Operating Federal Fund for the Neighborhood Services Department.

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

RENEWAL TERMS: This agreement is for a one-time purchase and has no renewal options.

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.

SMALL BUSINESS ORDINANCE - The City's Small Business goal was waived for this project.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Grants Operating Federal Fund to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Transportation & Public Works and Neighborhood Services Departments have the responsibility to validate the availability of funds. This is a reimbursement grant.

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