

Mayor and Council Communication

DATE: 03/25/25

M&C FILE NUMBER: M&C 25-0248

LOG NAME: 13P ITB 25-0063 SAFETY WORK BOOTS FOR FIREFIGHTERS GN FD

SUBJECT

(ALL) Authorize Execution of an Agreement with 1StopHUB LLC, for the Purchase of Safety Work Boots in an Amount Up to \$175,000.00 for the Initial Term and Authorize Four One-Year Renewals for the Same Annual Amount for the Fire Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an agreement with 1StopHUB LLC, for the purchase of safety work boots for firefighters in an amount up to \$175,000.00 for the initial term and authorize four one-year renewals for the same annual amount for the Fire Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize an agreement with 1StopHUB, LLC. for safety work boots. The Fire Department will utilize this agreement to purchase safety work boots for firefighters. Purchasing staff issued Invitation to Bid (ITB) Number 25-0063. The ITB consisted of detailed specifications describing the required responsibilities and requirements to provide these goods for the City of Fort Worth.

The ITB 25-0063 was advertised in the *Fort Worth Star-Telegram* on January 22, 2025, January 29, 2025, and February 5, 2025. The City received two (2) responses.

The City received one (1) local bidder response. After calculating the 5% local preference to 1StopHUB, LLC and comparing the price to RWSS643, 1StopHUB, LLC is the lowest responsible bidder. It would be in the City's best interest to award to 1StopHUB, LLC. No guarantee was made that a specific number of items will be purchased.

FUNDING: Funding is budgeted in the General Operating & Maintenance category in the General Fund for the Fire Department.

BUSINESS EQUITY: This solicitation was reviewed by The Business Equity Division for available business equity prospects according to the City's Business Equity Ordinance. There were limited business equity opportunities available for the services/goods requested, therefore, no business equity goal was established.

AGREEMENT TERMS: This agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement will renew for four (4) one-year terms. 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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund to support the approval of the above recommendation and execution of the contract. Prior to any expenditure being incurred, the Fire Department has the responsibility to validate the availability of funds.

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