

Mayor and Council Communication

DATE: 08/08/23

M&C FILE NUMBER: M&C 23-0626

LOG NAME: 13PITB 23-0063 VALVE ACTUATORS, PARTS AND SERVICES LSJ WATER

SUBJECT

(ALL) Authorize Execution of Agreements with Rexa, Inc., Machining & Valve Automation Services LLC and Municipal Valve & Equipment Company Inc. for Valve Actuators, Parts and Services in a Total Annual Amount Up to \$2,500,000.00 for the Water Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of agreements with Rexa, Inc., Machining & Valve Automation Services, LLC and Municipal Valve & Equipment Company Inc., for valve actuators, parts and services in a total annual amount up to \$2,500,000.00 for the initial term and authorize four one-year renewal options for the Water Department.

DISCUSSION:

The Water Department approached the Purchasing Division to establish an annual agreement for new valves, appurtenances, actuators, replacement parts, on-site or shop repairs, startup services and field troubleshooting. Purchasing issued Invitation to Bid (ITB) No. 23-0063 describing the requirements for the new equipment and the maintenance for all existing motorized valve actuators and manual valve actuators that are used to regulate and control flow through the pipelines throughout the City. The bid was advertised in the *Fort Worth Star-Telegram* on May 3, 2023, May 10, 2023, and May 17, 2023. The City received four bids. However, upon evaluation, Vector Controls did not score at least 50% or more of the total available points for technical criteria; therefore, they were not qualified to receive points for pricing.

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

Bidders	Evaluation				
	a	b	c	d	Total
Rexa, Inc.	13	10	10	35	68
Machining & Valve Automation Services LLC	13	10	10.5	18	51
Municipal Valve & Equipment Company Inc.	14	11.5	10	7	43

Best Value Criteria:

- a) Bidders' qualification, experience and references
- b) Availability of resources and personnel to provide services
- c) Bidders' ability to meet the City's needs
- d) Cost of service

After evaluation, the panel concluded that Rexa, Inc., Machining & Valve Automation Services LLC, and Municipal Valve & Equipment Company Inc. presented the best value for the City. Therefore, the panel recommends that Council authorize annual agreements with Rexa, Inc., Machining & Valve Automation Services LLC and Municipal Valve & Equipment Company Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor's bids meet specification.

Funding is budgeted in the Wastewater Department within the Water and Sewer Fund. The maximum amount allowed under these agreements collectively will be \$2,500,000.00; however, the actual amount used will be based on the need of the department and available budget.

DIVERSITY AND INCLUSION (DVIN): 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 OPTIONS: The contracts may be renewed for up to four (4) one-year terms at the City's option. This action does not require specific City Council approval provided that 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 upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Water and Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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