

Mayor and Council Communication

DATE: 11/12/24

M&C FILE NUMBER: M&C 24-0972

LOG NAME: 13P ITB 24-0243 INDUSTRIAL BEARINGS WTR AO

SUBJECT

(ALL) Authorize Execution of Non-Exclusive Agreements with Norfolk Bearings & Supply Co., Inc, Purvis Industries, LLC, and Roger Brown Co. LLC for Industrial Bearings for the Water Department in an Aggregate Annual Amount Up to \$350,000.00 for the Initial Term and Authorize Four One-Year Renewals for the Same Annual Amount

RECOMMENDATION:

It is recommended that the City Council authorize execution of non-exclusive agreements with Norfolk Bearings & Supply Co.,Inc, Purvis Industries, LLC, and Roger Brown Co. LLC for industrial bearings for the Water Department in an aggregate annual amount up to \$350,000.00 for the initial term and authorize four one-year renewals for the same annual amount.

DISCUSSION:

The purpose of the M&C is to authorize non-exclusive contracts for industrial bearings. The items will be used to replace bearings, seals, and couplings throughout the City of Fort Worth and allow the Water Department to make repairs. Purchasing issued an Invitation to Bid (ITB) 24-0243 that consisted of specifications including brands required and method of delivery.

The bid was advertised in the *Fort Worth Star-Telegram* on May 29, 2024, June 5, 2024, and June 12, 2024. The City received three responses. The bid was reviewed on Thursday, June 13, 2024, and was scored on the lowest responsible bid. The Purchasing Division reviewed the proposals received and certified that Norfolk Bearings & Supply Co.,Inc, Purvis Industries, LLC, and Roger Brown Co. LLC met the requirements stated in the specifications. Goods will be requested based on price and availability and no guarantee was made that a specific amount of goods would be purchased.

Funding is budgeted in the General Operating & Maintenance category in the Water & Sewer Fund for the Water Department.

DVIN-BE: 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: 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 (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 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.

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