

# Mayor and Council Communication

**DATE:** 08/09/22

**M&C FILE NUMBER:** M&C 22-0554

**LOG NAME:** 13P ITB 22-0129 ELECTRICAL SUPPLIES ADK WATER

**SUBJECT**

(ALL) Authorize Non-Exclusive Purchase Agreements with AWC, Inc., Dealers Electrical Supply Co., Graybar Electric Company and Summit Electric Supply for Electrical Supplies in a Combined Annual Amount of Up to \$1,705,000.00 and Authorize Five One-Year Renewals for the Same Annual Amount for the Water, Information Technology Solutions, and Public Events Departments

**RECOMMENDATION:**

Authorize non-exclusive purchase agreements with AWC, Inc., Dealers Electrical Supply Co., Graybar Electric Company and Summit Electric Supply for electrical supplies in a combined annual amount of up to \$1,705,000.00 and authorize five one-year renewals for the same annual amount for the Water, Information Technology Solutions, and Public Events Departments.

**DISCUSSION:**

The Water, Information Technology Solutions (ITS) and Public Events Departments approached the Purchasing Division to procure an agreement for electrical supplies to repair and maintain City buildings. The Purchasing Division issued Invitation to Bid (ITB) 22-0129. The bid detailed specifications describing the types of supplies needed and delivery requirements.

The ITB was advertised in the *Fort Worth Star-Telegram* on May 11, 2022, May 18, 2022, and May 25, 2022. Four (4) bids were received. Staff evaluated the responses based on the lowest responsible bidder and determined that it is in the City's best interest to award non-exclusive purchase agreements to all four bidders. Under these non-exclusive agreements, departments will order goods according to lowest cost and availability. No guarantee was made that a specific amount of goods would be purchased. Staff certifies that the recommended vendors met the bid specifications.

Bidder Name	Total Bid Amount
AWC, Inc.	\$1,056,750.00
Dealers Electrical Supply Co.	\$1,166,611.11
Graybar Electric Company, Inc.	\$520,541.62
Summit Electric Supply	\$670,306.23

The maximum amount allowed under this agreement will be \$1,705,000.00, however, the actual amount used will be based on the need of the department and the available budget. The annual department allocation for this agreement is:

Department	Estimated Annual Amount
ITS	\$20,000.00
Public Events	\$185,000.00
Water	\$1,500,000.00

Funding is budgeted in the ITS Department's rollup within the General Fund, Culture and Tourism Department's rollup within the Culture and Tourism Fund and the Water Department's rollup within the Water and Sewer Fund.

**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 agreement will begin upon execution and will end on September 30, 2022.

**RENEWAL OPTIONS:** This agreement may be renewed automatically for up to (5) five one-year terms at the City's option. 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, Culture

and Tourism Fund and the Water and Sewer Fund to support the approval of the above recommendation and award of the agreement. Prior to any expenditure being incurred, the Information Technology Solutions, Public Events, and the Water Departments have the responsibility to validate the availability of funds.

<b><u>Submitted for City Manager's Office by:</u></b>	Reginald Zeno	8517
	Dana Burghdoff	8018
<b><u>Originating Business Unit Head:</u></b>	Anthony Rousseau	8338
	Chris Harder	5020
<b><u>Additional Information Contact:</u></b>	Cynthia Garcia	8525
	Ashley Kadva	2047