City of Fort Worth, Texas

Mayor and Council Communication

DATE: 06/14/22 **M&C FILE NUMBER**: M&C 22-0461

LOG NAME: 13P22-0082 LIGHT DUTY VEHICLE SERVICES LSJ PMD

SUBJECT

(ALL) Authorize Non-Exclusive Purchase Agreements with Buck's Wheel & Equipment Co., A-Premier Automotive Services dba H&H Automotive Services, Inc., and Techmo Investments, LLC. dba Midas Auto Service Experts for Light Duty Vehicle and Equipment Services for the Property Management Department, for a Combined Annual Amount Up to \$669,010.00 during the Initial Term and in Each of Four, One-Year Renewal Options

RECOMMENDATION:

It is recommended that the City Council authorize non-exclusive purchase agreements with Buck's Wheel & Equipment Co., A-Premier Automotive Services dba H&H Automotive Services, Inc., and Techmo Investments, LLC. dba Midas Auto Service Experts for light duty vehicle and equipment services for the Property Management department, for a combined annual amount up to \$669,010.00 during the initial term and in each of four, one-year renewal options.

DISCUSSION:

The Property Management Department (Fleet Division) approached the Purchasing Division to finalize an annual agreement for light duty vehicle and equipment services. Vehicles and equipment under one ton in gross vehicle weight are considered light duty vehicles. The City currently has 3,000 on road and 1,600 off-road vehicles requiring services and repair. Purchasing issued an Invitation to Bid (ITB) that included detailed specifications describing performance expectations, types of vehicles and certifications required to provide these services on an "as-needed" basis.

The bid was advertised in the Fort Worth Star-Telegram for four consecutive Wednesdays beginning on March 2, 2022, through March 23, 2022. The City received three bids.

An evaluation panel consisting of representatives from the Property Management Department reviewed and scored the submittals using the Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the following table:

Bidders

Evaluation Factors

	A.	В.	C.	D.	Total Score
Buck's Wheel & Equipment Co.	15	10.5	9.75	50	85
H&H Automotive Services, Inc	15	10.5	9	23	58
Techmo Investments, LLC	11	7.5	9	7	35

Best Value Criteria:

- a. Contractor's qualification and certification
- b. Availability of resources to perform services
- c. Experience working with government/similar size
- d. Cost of service

After evaluation, the panel concluded that Buck's Wheel & Equipment Co., A-Premier Automotive Services dba H&H Automotive Services, Inc., and Techmo Investments, LLC. dba Midas Auto Service Experts presented the best value for the City. Therefore, the panel recommends that Council authorize the light duty vehicle and equipment services agreement to Buck's Wheel & Equipment Co., A-Premier Automotive Services dba H&H Automotive Services, Inc., and Techmo Investments, LLC. dba Midas Auto Service Experts. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors bid meet specifications.

Funding is budgeted in the Fleet Service Outside Repair and Maintenance account of the PM Fleet Parts and Fuel Inventory Department's Fleet and Equipment Service 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, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS -This agreement may be renewed for four additional one-year renewal periods. 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 ORDERS - In addition, 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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Fleet & Equipment Serv Fund to support the approval of the above recommendation and award of the agreements. Prior to any expenditure being incurred, the Property Management has the responsibility to validate the availability of funds.

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