

Mayor and Council Communication

DATE: 12/01/20

M&C FILE NUMBER: M&C 20-0866

LOG NAME: 13P20-0211 EXCAVATOR WITH BUCKET LSJ PMD

SUBJECT

(ALL) Authorize the Purchase of an Excavator with Bucket from Holt Texas, Ltd. d/b/a Holt Cat in an Amount Up to \$209,462.25, for the Code Compliance Department through the Property Management Department

RECOMMENDATION:

It is recommended that the City Council authorize the purchase of an excavator with bucket from Holt Texas, Ltd. d/b/a Holt Cat in an amount up to \$209,462.25, for the Code Compliance Department through the Property Management Department.

DISCUSSION:

The Property Management Department (PMD) approached the Purchasing Division for assistance with buying an excavator with bucket. The Code Compliance Department will be using this unit primarily for bulk solid waste cleanup. Purchasing issued an Invitation to Bid (ITB) consisting of detailed specifications as to the functionality, features and requirements for the new unit. The ITB was advertised in the *Fort Worth Star-Telegram* on August 5, 2020, August 12, 2020, August 19, 2020, August 27, 2020 and September 2, 2020. Six vendors were solicited from the purchasing vendor database and two responses were received.

Staff recommends awarding the purchase of one Caterpillar Model M314 excavator with bucket to Holt Texas, Ltd. d/b/a Holt Cat based on low bid meeting all specifications. The new unit will be a replacement for an outdated and unreliable unit that can no longer be economically maintained. The old unit will be sold at auction. Staff certifies that the new unit meets the required specification and is expected to operate satisfactorily during its service life. The warranty information, the manufacturer's Statement of Origin and the original sales invoice will accompany the new unit upon acceptance and delivery to the 4100 Columbus Trail facility.

BID TABULATION- (see attached).

PRICE ANALYSIS - There is no recent purchase history for an excavator with bucket configured to these exact specifications. Staff reviewed the proposed pricing and concluded that pricing offered by the recommended vendor is fair and reasonable.

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.

M/WBE OFFICE - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

The unit will be delivered within 180 days after receipt of a purchase order.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Solid Waste Capital Projects Fund for the Vehicle Replacement project to support the approval of the above recommendation and authorization of the purchase agreement. Prior to any expenditure being incurred, the Code Compliance Department has the responsibility to validate the availability of funds.

<u>Submitted for City Manager's Office by:</u>	Jay Chapa	5804
	Dana Burghdoff	8108
<u>Originating Business Unit Head:</u>	Reginald Zeno	8517
	Steve Cooke	5134
<u>Additional Information Contact:</u>	Cynthia Garcia	8525
	LaKita Slack-Johnson	8314