

# Mayor and Council Communication

**M&C FILE NUMBER: M&C 25-0347**

SUBJECT

(ALL) Authorize Amendment to Annual Spending Authority Under City Contract with Holt Texas, LTD. by and through Caterpillar Inc. Using Sourcewell Contract No. 092222-CAT by \$100,000.00 for a New Annual Amount Up to \$200,000.00 for Electrical Energy Power Generation Equipment and Related Parts and Services for the Property Management and Fire Departments

**RECOMMENDATION:**

It is recommended that the City Council authorize an amendment to increase the annual spending authority under City Secretary Contract No. 60626 with Holt Texas, LTD. by and through Caterpillar Inc. using Sourcewell Contract No. 092222-CAT by \$100,000.00 for a new annual amount up to \$200,000.00 for electrical energy power generation equipment and related parts and services for the Property Management and Fire Departments.

**DISCUSSION:**

The purpose of this Mayor and Council Communication (M&C) is to authorize an amendment to increase the annual spending authority under City Secretary Contract No. 60626 with Holt Texas, LTC. By and through Caterpillar Inc., for electrical energy power generation equipment and related parts, supplies and services (the "Agreement"). The Agreement will be utilized for maintenance of the City's existing generators as well as the Emergency Medical Services (EMS) generators that will be transitioning to the City from Medstar.

Beginning July 1, 2025, Emergency Medical Services (EMS) will transition to the City of Fort Worth. Staff is requesting to increase the annual spending authority for the Agreement by an additional \$100,000.00 to accommodate services for the generators that will be incorporated into the City's asset inventory as a result of the EMS transition.

**COOPERATIVE PURCHASE:** State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies State laws requiring that the local government seek competitive bids for the purchase of items. Sourcewell Contracts have been competitively bid to increase and simplify the purchasing power of local government entities.

Sourcewell, a State of Minnesota local government unit and service cooperative, published Request for Proposal No. 092222, available through Sourcewell for electrical energy power generation equipment with related parts, supplies, and services. Contract No. 092222-CAT was awarded to Holt Texas, LTD. by and through Caterpillar Inc. on December 6, 2022.

**FUNDING:** Upon adoption of the Fiscal Year 2025 operating budget for Emergency Medical Services by the City Council, funding will be available in the Emergency Medical Services Fund for the Fire Department.

ADMINISTRATIVE CHANGE ORDERS - 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.

**TERM:** The current term of the agreement will expire on November 22, 2025, with a one-year renewal option remaining thereafter.

**BUSINESS EQUITY:** A Business Equity goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

This amendment will not change any other agreement terms or conditions.

**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance Certifies that upon approval of the recommendation and adoption of the Fiscal Year 2025 Operating Budget for Emergency Medical Services by the City Council, funds will be available in the current operating budget, as appropriated, in the Emergency Medical Services Fund. Prior to an expenditure being incurred, the Fire and Property Management Departments have the responsibility to validate the availability of funds.

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