

# Mayor and Council Communication

**DATE:** 06/02/20

**M&C FILE NUMBER:** M&C 20-0352

**LOG NAME:** 13P AMEND FASTENAL MG FMS

**SUBJECT**

Authorize Increase to Cooperative Agreement with Fastenal Company in the Amount of \$100,000.00, for a Total Annual Amount of \$200,000.00, for Facilities Maintenance, Repair & Operations, and Industrial Supplies for All City Departments (ALL COUNCIL DISTRICTS)

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**RECOMMENDATION:**

It is recommended that the City Council authorize an increase to the Cooperative Agreement with Fastenal Company in the amount of \$100,000.00, for a total annual amount of \$200,000.00, for facilities maintenance, repair & operations, and industrial supplies for all City Departments.

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**DISCUSSION:**

On July 18, 2018, the City of Fort Worth entered into an agreement with Fastenal Company under TXMAS Cooperative Agreement, No. TXMAS-18-51V07, in an amount up to \$100,000.00. This contract agreement allows the City to purchase facilities maintenance and industrial supplies.

The increased spending with Fastenal Company is being requested because the Water Department is currently in the process of changing all of the City's water meters to smart meters. The Water Department uses this agreement to purchase steel nuts, bolts, meter plugs, meter locks and keys, and various minor equipment. Purchasing requests that City Council authorize an increase to the above described contract by \$100,000.00 to accommodate the increased, and necessary, spending. The total amount of the new agreement would be \$200,000.00.

**AGREEMENT TERM** - The current agreement term is from June 28, 2019 to June 30, 2020. Upon the expiration of the current term, the City will have three (3) options to renew the agreement.

**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.

**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 purchase of the item.

The Cooperative Agreement serves ALL COUNCIL DISTRICTS.

**M/WBE:** A MBE/SBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

**A Form 1295 is not required because:** This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: Fastenal Company

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the participating departments' Operating Funds to support approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

**Submitted for City Manager's Office by:** Dana Burghdoff 8018

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