# City of Fort Worth, Texas Mayor and Council Communication

**DATE:** 10/29/24

## M&C FILE NUMBER: M&C 24-0933

LOG NAME: 13PREJECT RFP 24-0230 HVAC EQUIPMENT, SUPPLIES, ACCESSORIES WTR

#### SUBJECT

(ALL) Authorize Rejection of Responses to Invitation to Bid 24-0230 HVAC Equipment, Supplies, Accessories, Parts & Installation Services for the Water Department

## **RECOMMENDATION:**

It is recommended that the City Council authorize the rejection of the responses to Request for Proposal 24-0230 HVAC Equipment, Supplies, Accessories, Parts & Installation Services for the Water Department.

## DISCUSSION:

On July 31, 2023, the City of Fort Worth (City) issued a Request For Proposal (RFP) 24-0230 for HVAC equipment, supplies, accessories, parts & installation services for the Water Department. Notice of the RFP was advertised in the *Fort Worth Star-Telegram* on July 31, 2024, August 7, 2024, August 14, 2024, August 21, 2024, and August 28, 2024. The City received (2) responses: Reliable Plant Maintenance, Inc and Xsail Mechanical A/C and Heating. After evaluation, the panel determined that the responses were not sufficient to meet the City's requirements. Specifically, one vendor erred in entering pricing and only bid on a portion of the line items while the other vendor did not have sufficient staff to meet the City's needs. Therefore, staff is requesting that the bids be rejected.

Purchasing will work with the department to source one or more vendors to fulfill this need.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

#### FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that approval of the recommendation will have no material effect on City funds.

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