

City of Fort Worth, Texas

# Mayor and Council Communication

DATE: 04/22/25 M&C FILE NUMBER: M&C 25-0341

LOG NAME: 21WESTMATIC SOLE SOURCE AGREEMENT

SUBJECT

(ALL) Authorize Execution of Sole Source Agreement with Westmatic Corporation for Car Wash Preventative Maintenance, Repair, Parts and Related Chemicals in an Annual Amount Up to \$110,000.00 for the Initial Term and Authorize Six Consecutive One-Year Renewal Options with a Fifteen Percent Annual Increase for the Fire Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of a Sole Source Agreement with Westmatic Corporation for car wash preventative maintenance, repair, parts and related chemicals in an annual amount up to \$110,000.00 for the initial term and authorize six consecutive one-year renewal options with a fifteen percent (15%) annual increase for the Fire Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize execution of an agreement with Westmatic Corporation, for preventative maintenance, repair, parts and related chemicals for two car wash systems at the Medical City and Alta Mere Emergency Medical Services (EMS) locations for the Fire Department.

Beginning July, 1 2025, EMS previously provided by Medstar will transition to the City of Fort Worth and the City of Fort Worth will become the EMS provider. The transition includes buildings at Medical City and Alta Mere which both have car washes. The Property Management Department (PMD) conducted site visits with the current car wash repair vendor, Washing Equipment of Texas, Inc. (WET). During the site visit, WET advised that they could not provide the maintenance and repairs for the car wash systems at the EMS locations because they do not have access to the parts for these systems. They advised that Westmatic is the original equipment manufacturer (OEM) of the existing car wash systems and the only vendor that can provide the parts.

Westmatic confirmed that they are the OEM of the car washes at the two EMS locations and the sole source for wash components, assemblies, operations, and service maintenance of the systems. The City Attorney's Office approved a Chapter 252 exemption request related to this purchase.

DVIN-BE: This project was approved for a waiver per the Chapter 252 exemption, as a sole source by the Legal Department. Therefore, the business equity goal requirement is not applicable.

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 Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin effective July 1<sup>st</sup>, 2025 and expire one year later.

RENEWAL OPTIONS: The agreement may be renewed for six (6) additional one-year 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.

The maximum amount allowed under this agreement will be \$110,000.00 for the initial term. However, the actual amount used will be based on the needs of the department and the available budget.

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

This agreement will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance Certifies that upon approval of the recommendation and adoption of the Fiscal Year 2025 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 Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Valerie Washington 6199

Originating Business Unit Head: Marilyn Marvin 7708

