

Mayor and Council Communication

DATE: 09/28/21

M&C FILE NUMBER: M&C 21-0744

LOG NAME: 13P ITB 21-0060 CARPET AND FLOORING REPAIR AND REPLACE ADK 01

SUBJECT

(ALL) Authorize an Agreement for the Purchase of Carpet and Flooring Repair and Replacement with Gomez Floor Covering Inc. and DMCA Inc. in a First Year Amount Up to \$4,100,000.00 and Authorize Four One-Year Renewals with a Five Percent Annual Increase for Multiple City Departments

RECOMMENDATION:

It is recommended that the City Council authorize an agreement for carpet and flooring repair and replacement with Gomez Floor Covering Inc. and DMCA Inc. in a first year amount up to \$4,100,000.00 and authorize four one-year renewals with a five percent annual increase for multiple city departments.

DISCUSSION:

The Aviation, Code Compliance, Library, Neighborhood Services, Park & Recreation, Public Events, Property Management and the Water Departments approached the Purchasing Division with the intent to establish a contract for carpet and flooring repair and replacement. The Purchasing Division reviewed the request and subsequently issued an Invitation to Bid (ITB) for these services.

ITB 21-0066 consisted of detailed specifications and was advertised in the *Fort Worth Star-Telegram* each Wednesday beginning on May 19, 2021 through June 16, 2021. A pre-bid conference was held on June 15, 2021 which provided an opportunity for interested bidders to learn more about the City of Fort Worth's requirements and to seek clarification on the ITB requirements. A total of 14 vendors were solicited and responses were received from three (3) potential vendors. All bids were evaluated by a three (3) person team consisting of representatives from Property Management, Business Equity and Parks and Recreation. Each bid was evaluated based on the number of products the vendor is authorized to sell in each category, positive references from entities of similar size, and documentation on how Business Equity Firm(s) services will be utilized to meet the 18% goal. Based on the qualifications, the City recommends awarding the agreement to Gomez Floor Covering, Inc., and DMCA, Inc.

BUSINESS EQUITY: Gomez Floor Covering, Inc. is in compliance with the City's Business Equity Ordinance by committing to 60% Business Equity participation on this project. The City's Business Equity goal on this project is 18%. Additionally, Gomez Floor Covering, Inc. is a certified MBE firm. DMCA, Inc. is in compliance with the City's Business Equity Ordinance by committing to 100% Business Equity participation on this project. The City's Business Equity goal on this project is 18%. Additionally, DMCA, Inc. is a certified MBE firm.

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.

AGREEMENT TERMS: Upon City Council's approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for four additional one-year terms to include a five percent annual increase to the total amount. 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.

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 the approval of the above recommendation and authorization of an agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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