

Mayor and Council Communication

DATE: 12/12/23

M&C FILE NUMBER: M&C 23-1040

LOG NAME: 13 P AMEND M&C 23-0748

SUBJECT

(ALL) Authorize Execution of an Amendment to Mayor and Council Communication 23-0748 to Add an Additional Vendor, Mobotrex, Inc., to Purchase Highway Safety Products and Equipment Using BuyBoard Cooperative Contract No. 703-23 for the Transportation and Public Works, Aviation, Parks and Recreation and Police Departments

RECOMMENDATION:

It is recommended that the City Council authorize execution of an amendment to Mayor and Council Communication 23-0748 to add an additional vendor, Mobotrex, Inc., to purchase highway safety products and equipment using BuyBoard cooperative contract No. 703-23 for the Transportation and Public Works, Aviation, Parks and Recreation and Police Departments.

DISCUSSION:

The Transportation and Public Works Department (TPW) requested that the Purchasing Division assist with amending Mayor and Council Communication (M&C) 23-0748. M&C 23-0748 was approved on September 12, 2023, recommending authorization for multiple departments to enter into Agreements with several of the awarded vendors under BuyBoard Contract No. 703-23 for Highway Safety and Traffic Control Products.

The additional vendor will be utilized for the purchase of a variety of traffic monitoring, tracking, and signaling devices that only this vendor is able to provide under the BuyBoard Contract. The additional vendor will be available for use to all referenced departments under the previous authorized M&C.

BuyBoard Contract No. 703-23 has an initial term beginning on June 1, 2023, through May 31, 2024, and includes two one-year renewal options. The Request for Proposal for BuyBoard Contract No.703-23 was published on July 12, 2022, and responses were opened on January 19, 2023. BuyBoard contracts offer fixed discounts. Staff reviewed the pricing and determined it to be fair and reasonable.

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 items. BuyBoard contracts have been competitively bid to increase and simplify the purchasing power of government entities.

M&C 23-0748 authorizes the City to spend up to \$2,465,013.28 for the initial term, \$3,060,954.10 for the first renewal, and \$3,805,880.10 for the second renewal. A 25% contingency is added to the authorized amount to ensure adequate coverage in the event of unexpected increases in demand. Actual usage in any term can be up to the authorized amount and will be dependent upon actual appropriations for this purpose in the departments' budgets.

There will be no additional spending authority requested under this Amend M&C. Funding for the purchases made from Mobotrex, Inc. will be made by re-distributing the funds already authorized under M&C 23-0748. The annual department allocation for these agreements is:

Department	Annual Amount Initial Term	Renewal 1	Renewal 2
TPW	\$1,907,010.62	\$2,383,763.28	\$2,979,704.08
Aviation	\$25,000.00	\$25,000.00	\$25,000.00
PARD	\$15,000.00	\$15,000.00	\$15,000.00
Police	\$25,000.00	\$25,000.00	\$25,000.00
25% Contingency	\$493,002.66	\$612,190.82	\$761,176.02
Combined Annual Totals	\$2,465,013.28	\$3,060,954.10	\$3,805,880.10

Funding is budgeted in the participating departments' Operating & Capital budgets, as appropriated.

The initial term of the agreements will expire on May 31, 2024, in line with the cooperative agreement and may be renewed for up to two additional one-year terms, in accordance with the terms of the BuyBoard Contract.

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.

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

This project will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating & capital budgets, as previously appropriated in the participating departments' Operating & Capital Funds to support the approval of the recommendation and execution of the agreements. Prior to an expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Reginald Zeno 8517

William Johnson 5806

Originating Business Unit Head: Reginald Zeno 8517

Lauren Prieur 6035

Additional Information Contact: Jo Gunn 8325

Eugene Chandler 2057