

Mayor and Council Communication

DATE: 08/24/21

M&C FILE NUMBER: M&C 21-0597

LOG NAME: 13P21-0075 CLASS 5 CAB AND CHASSIS CC PMD

SUBJECT

(ALL) Authorize Execution of an Agreement for Class 5 Cab and Chassis with Grapevine DCJ, LLC for an Annual Amount Up to \$346,205.00 for the Initial Term, and Authorize Four One-Year Renewal Options in the Amount of \$363,516.00 for the First Renewal, \$381,691.00 for the Second Renewal, \$400,776.00 for the Third Renewal and \$420,815.00 for the Fourth Renewal for the Property Management Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of an Agreement for class 5 cab and chassis with Grapevine DCJ, LLC for an annual amount up to \$346,205.00 for the initial term, and authorize four one-year renewal options in the amount of \$363,516.00 for the first renewal, \$381,691.00 for the second renewal, \$400,776.00 for the third renewal and \$420,815.00 for the fourth renewal for the Property Management Department.

DISCUSSION:

The Property Management Department approached the Purchasing Division to procure an agreement for class 5 cab and chassis for Park and Recreation, Transportation Public Works and the Water Department. A class 5 cab and chassis is a medium duty truck with a gross vehicle weight rating between 16,001 and 19,500 pounds. The items will be used to replace units that are no longer feasible to retain and maintain. In order to procure these items staff issued an invitation to bid (ITB). ITB No. 21-0075 consisted of detailed specifications regarding the vehicle requirements. The ITB was advertised in the *Fort Worth Star-Telegram* on May 19, 2021, May 26, 2021 and June 2, 2021. The City received 6 bids. Industrial Power, LLC was deemed non-responsive due to not meeting the engine, driveline, seat type, and frame requirement. Sam Pack's Five Star Ford and Randall Reed's Prestige Ford were deemed non-responsive due to not submitting the required current manufacturer specifications for the items being offered and not submitting the bidder qualifications documentation. Gunn Chevrolet and Southwest International Trucks were deemed non-responsive due to not submitting the required bidder qualifications documentation.

Staff evaluated the bid responses and recommends awarding an one-year agreement to Grapevine DCJ, LLC along with four one-year options to renew. No guarantee was made that a specific amount of these items will be purchased. It is recommended that each annual award amount include the average industry standard of 5% increase in cost per year.

BUSINESS EQUITY: A waiver of the goal for Business Equity subcontracting requirement is approved by the DVIN-BE, in accordance with the Business Equity Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

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 approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for four (4) additional one-year renewal periods. This action does not require specific City Council approval provide 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 execution of the agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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