

Mayor and Council Communication

DATE: 03/25/25

M&C FILE NUMBER: M&C 25-0251

LOG NAME: 13PCOOP BUYBOARD 665-22 GYM EQUIP AND SUPPLIES LSJ PARD

SUBJECT

(ALL) Authorize the Execution of a Purchase Agreement with Comm-Fit Holdings, LLC. for Gymnasium Equipment and Supplies Using Buyboard Contract 665-22 for an Amount Up to \$200,000.00 for the Park and Recreation Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of a purchase agreement with Comm-Fit Holdings, LLC. for gymnasium equipment and supplies using Buyboard Contract 665-22 for an amount up to \$200,000.00 for the Park and Recreation Department.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize an agreement that will be used by the Park and Recreation Department (PARD) to purchase gymnasium equipment and supplies. PARD will purchase gym equipment such as weights, kettle bells, ellipticals, treadmills for the new North Fort Worth community center set to open in April 2025. PARD borrowed capacity from the other Vendors that were awarded this multivendor agreement. Staff recommends awarding an agreement to with Comm-Fit Holdings, LLC. using BuyBoard Cooperative Contract 665-22 which was published on July 22, 2021 and July 29, 2021. Responses were opened on October 21, 2021. Buyboard contracts offer fixed discounts. Staff reviewed the pricing and determined it to be fair and reasonable.

The maximum amount allowed under this Agreement citywide will be \$200,000.00, however the actual amount used will be based on needs of the department and available budget. Funding is budgeted in the General, 2018 Bond Program, PARD Dedication Fees and PARD Gas Lease Capital Project Funds for the Park and Recreation Department for the purpose of funding the Northwest Community Center project, as appropriated.

COOPERATIVE PURCHASE - State law provides that a local government purchasing an item under a cooperative purchase agreement satisfies any state law requiring that the local government seek competitive bids for purchase of the item. Buyboard contracts are competitively bid to increase and simplify the purchasing power of government entities across the State of Texas.

AGREEMENT TERMS - Upon City Council approval the Agreement will begin upon execution and ends March 31, 2025, with no renewal options in accordance with the Buyboard contract.

BUSINESS EQUITY - A business equity 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 capital and operating budgets, as previously appropriated, in the 2018 Bond Program, PARD Dedication Fees and PARD Gas Lease Capital Project Funds for the Northwest Community Center project and in the General Fund to support the approval of the above recommendation and execution of the purchase agreement. Prior to any expenditure being incurred, the Park and Recreation Department has the responsibility to validate the availability of funds.

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