

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 01/23/24 M&C FILE NUMBER: M&C 24-0012

LOG NAME: 13P24-0005 SIGN MAINTENANCE POST EC TPW

SUBJECT

(ALL) Authorize Execution of a Purchase Agreement with Centerline Supply Inc. for the Purchase of Sign Posts, Sign Post Sleeves, and Hardware in an Annual Amount Up to \$200,000.00 for the Initial Term and Authorize Four Automatic One Year Renewal Options for Up to \$250,000.00 for Renewal One, \$312,500.00 for Renewal Two, \$390,625.00 for Renewal Three and \$488,281.25 for Renewal Four for the Transportation and Public Works Department

RECOMMENDATION:

It is recommended that the City Council authorize a purchase agreement with Centerline Supply, Inc. for the purchase of sign posts, sign post sleeves, and hardware in an annual amount up to \$200,000.00 for the initial term and authorize four consecutive automatic one-year renewal options for up to \$250,000.00 for renewal one, \$312,500.00 for renewal two, \$390,625.00 for renewal three and \$488,281.25 for renewal four for the Transportation and Public Works Department.

DISCUSSION:

The Transportation and Public Works Department (TPW) approached the Purchasing Division to finalize an agreement for sign posts, sign post sleeves, and hardware. In order to procure these items. Purchasing issued an Invitation to Bid (ITB) No, 24-0005 describing the specifications needed by TPW. These items will be used to repair and maintain street signage throughout the City.

The bid was advertised in the *Fort Worth Star-Telegram* for four (4) consecutive Wednesdays: November 15, 2023, November 22, 2023, November 29, 2023, and December 6, 2023. The bid was opened on December 7, 2023.

The City received one (1) response.

The bid was evaluated using the lowest responsive and responsible bidder. The purchase will be based on the price and availability of items.

Staff recommends awarding all items to Centerline Supply, Inc. because their response provided the lowest responsible bid and best meets the City's needs for sign posts, sign post sleeves, and hardware. No guarantee was made for specific amount of goods that would be purchased. The recommendation was made using the information below:

	Item	Centerline Supply, Inc.	Recommended Vendor
1	30640- 30N [PI RIVET-3/8" DRIVE/ I" FACING W/BLACK WASHER (ALUMINUM	\$0.55	Centerline Supply, Inc.
2	30642-010 30N [PI CORNER BOLT/JAM NUT-5/16" X 2-1/2"	\$0.56	Centerline Supply, Inc.
3	30646-103 30N [PI CONNECTOR -T FITTING FOR SQUARE POST	\$4.05	Centerline Supply, Inc.
4	30646-102 30N [PI CONNECTOR - 90 DEGREE FITTING FOR SQUARE POST	\$2.80	Centerline Supply, Inc.
5	30646-104 30N [P] CONNECTOR - L FITTING FOR SQUARE POST	\$4.85	Centerline Supply, Inc.
6	90900-QUOTE BANDING BRACKET STRAIGHT LEG	\$2.55	Centerline Supply, Inc.
7	30615-000 30L [PI BRACKET-WING #800 METRO 24" (CANTILEVER)	\$18.00	Centerline Supply, Inc.

FUNDING: The maximum annual amount allowed under this agreement will be \$200.000.00 for the initial term with a 25% increase in each of the four renewals. 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' budget. Funding is budgeted in the TPW Dept Highway & Streets Department's General Capital Projects Fund for the purpose of funding the FY24 PayG MMA & Proactive System project, as appropriated.

DVIN-BE: 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 on September 30, 2024.

RENEWAL TERMS: This agreement may be renewed for up to four (4) additional automatic, one year terms. 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.

This project will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated in the General Capital Projects Fund for FY24 PayG MMA & Proactive Sys project to support the approval of the recommendation and execution of the agreement. Prior to an expenditure being incurred, the Transportation and Public Works Department has the responsibility to validate the availability of funds.

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