

# Mayor and Council Communication

**DATE:** 12/14/21

**M&C FILE NUMBER:** M&C 21-0954

**LOG NAME:** 13P 21-0196 ELECTRICIAN SERVICES AND PARTS JC

**SUBJECT**

(ALL) Authorize an Agreement with S&H Lone Star Electric, Inc. for Electrician Services and Parts in a Combined Annual Amount Up to \$1,587,075.00 and Authorize Four Annual Renewals Options for the Same Amount for the City of Fort Worth

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**RECOMMENDATION:**

It is recommended that the City Council authorize an agreement with S&H Lone Star Electric, Inc. for electrician services and parts in a combined annual amount up to \$1,587,075.00 and authorize four annual renewals options for the same amount for the City of Fort Worth.

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**DISCUSSION:**

The Property Management, Aviation, Park & Recreation, Transportation and Public Works, Water, Public Events, and Human Resources departments requested that Purchasing issue an Invitation to Bid (ITB) for Agreements to procure labor, parts, and all tools for new and rehabilitative electrical work and repairs in City-maintained buildings. Also, the Water and Human Resource Department may use the Agreements for repairs due to accidental damages at work-site locations.

The ITB consisted of detailed specifications listing the service expectations, level of expertise as well as required licenses and certifications. The specifications required the vendor to provide labor and parts for electrical work, repairs, and parts. The ITB was advertised in the *Fort Worth Star-Telegram* on September 22, 2021, September 29, 2021, and October 6, 2021. The City received one bid.

Bids were evaluated on Best Value criteria, including cost, contractor's qualifications, experience, references, availability of resources to provide services, and their approach to perform services. Staff from Property Management, Park and Recreation, Water, Transportation and Public Works, and Public Events evaluated the bids submitted and recommends awarding a one-year agreement to S&H Lone Star Electric, Inc. along with four one-year options to renew. No guarantee was made that a specific amount of these services and parts will be purchased.

**BUSINESS EQUITY:** A waiver of the goal for M/WBE subcontracting requirements is approved by the Diversity and Inclusion Department, in accordance with Ordinance No. 225165-10-2021 (the Business Equity Ordinance), because the application of 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, each agreement shall begin upon execution and expire one year from that date.

**RENEWAL OPTIONS** - Each agreement may be renewed for four additional one-year renewal periods. 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.

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**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 an expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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Expedited