

Mayor and Council Communication

DATE: 06/13/23

M&C FILE NUMBER: M&C 23-0447

LOG NAME: 13P ITB 23-0050 PUMP REPAIRS

SUBJECT

(ALL) Authorize Execution of a Purchase Agreement with Odessa Pumps and Equipment, Inc. for Pumps, Pump Motors, and Pump Control Panel Repairs and/or Replacement for Multiple City Departments in an Annual Amount Up to \$423,800.00 and Authorize Four One-Year Renewals for the Same Annual Amount

RECOMMENDATION:

It is recommended that City Council authorize execution of a purchase agreement with Odessa Pumps and Equipment, Inc. for pumps, pump motors, and pump control panel repairs and/or replacement for multiple City departments in an annual amount up to \$423,800.00 and authorize four, one-year renewals for the same annual amount.

DISCUSSION:

The Property Management, Park and Recreation, and Public Events Departments approached the Purchasing Division for assistance with securing an agreement for pump repairs on an as-needed basis. The proposed agreement is both for the repair and/or replacement of pumps, pump motors, and pump control panels. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications regarding the list of pumps, including pump size, that may need repair and/or replacement.

The ITB was advertised in the *Fort Worth Star-Telegram* on March 29, 2023 and April 5, 2023. The City received four responses.

An evaluation panel consisting of representatives from the Property Management, Park and Recreation, and Public Events Departments reviewed and scored the submittal using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below

Bidder	Evaluation Factors				
	a	b	c	d	Total Score
Anytime Pump Service Co. dba CIE	12.5	10.0	7.5	36.59	66.59
Odessa Pumps and Equipment, Inc.	12.5	10.0	7.5	40.00	70.00
Zone Industries dba Precision Pump Systems	12.5	10.0	7.5	20.40	50.40
Smith Pump Company	12.5	10.0	8.0	0.00	30.50

Best Value Criteria:

- a. State Licensing, Certifications, and Qualifications
- b. Vendors Approach to performing the service
- c. Types of pumps repaired
- d. Cost of Service

After evaluation, the panel concluded that Odessa Pumps and Equipment, Inc. presents the best value. Therefore, the panel recommends that Council authorize agreements with Odessa Pumps and Equipment, Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor's bid met specifications.

Approval of this Mayor & Council Communication authorizes the City to spend up to \$423,800.00 per year with vendor for pump repair services. 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.

FUNDING: The maximum amount allowed under this agreement for the initial term will be \$423,800.00, however, the actual amount used will be

based on the need of the department and available budget. Funding is budgeted in the General Fund, the Culture and Tourism and Municipal Golf Funds 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.

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 additional, 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.

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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the General Fund and in the Culture and Tourism and Municipal Golf Funds. Prior to an expenditure being incurred, the Property Management, Park and Recreation, and Public Events departments have the responsibility to validate the availability of funds.

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