

Mayor and Council Communication

DATE: 08/08/23

M&C FILE NUMBER: M&C 23-0622

LOG NAME: 13P23-0075 CENTRIFUGAL BLOWERS MAINTENANCE AND SVS LSJ WATER

SUBJECT

(ALL) Authorize the Execution of a Purchase Agreement with Balance Vibration Technologies Inc. for Centrifugal Blowers Maintenance and Services in an Annual Amount Up to \$600,000.00 for the Water Department

RECOMMENDATION:

It is recommended that the City Council authorize execution of a purchase agreement with Balance Vibration Technologies Inc. for centrifugal blowers maintenance and services in an amount up to \$600,000.00 for the initial term and authorize four one-year renewal options for the same amount for the Water Department.

DISCUSSION:

The Water Department approached the Purchasing Division to procure an annual agreement for the maintenance, replacement parts and repair services for centrifugal blowers. In order to procure these services, Purchasing staff issued Invitation to Bid (ITB) No. 23-0075 describing the service requirements for OEM Howden Roots and OEM Hartzell centrifugal blowers used by the Water Department to process air throughout the City of Fort Worth plants for filter backwash aeration basin air. The bid was advertised in the *Fort Worth Star-Telegram* on May 7, 2023, May 14, 2023, and May 31, 2023. The City received a sole response.

An evaluation panel consisting of representatives from the Property Management and Water Departments evaluated and scored the submission using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Bidders	Evaluation				
	a	b	c	d	Total
Balance Vibration Technologies, Inc.	12.50	10.00	10.00	35.00	68.00

Best Value Criteria:

- a) Bidders' qualification, experience and references
- b) Availability of resources and personnel to provide services
- c) Bidders' ability to meet the City's needs
- d) Cost of service

After evaluation, the panel concluded that Balance Vibration Technologies Inc., presented the best value for the City. Therefore, the panel recommends that Council authorize an agreement with Balance Vibration Technologies Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor bid met specifications.

Funding is budgeted in the Wastewater Department Rollup within the Water & Sewer Fund. The maximum annual amount allowed under this agreement will be \$600,000.00; however, the actual amount used will be based on the need of the department and available budget.

DIVERSITY AND INCLUSION (DVIN): 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, the agreement will begin upon execution and expire one year from that date.

RENEWAL OPTIONS: The contract may be renewed for up to four (4) one-year terms at the City's option. This action does not require specific City Council approval provided that 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 Water & Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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