

# Mayor and Council Communication

**DATE:** 09/15/20

**M&C FILE NUMBER:** M&C 20-0653

**LOG NAME:** 13P20-0170 CARPENTRY, MASONRY AND REMODELING SERVICES WATER SNB

**SUBJECT**

(ALL) Authorize the Execution of an Agreement with Scott Tucker Construction Company, LLC for Carpentry, Masonry and Remodeling Services for the Water Department in a Combined Annual Amount Up to \$250,030.00 and Authorize Four Annual Renewal Options

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**RECOMMENDATION:**

It is recommended that the City Council authorize the execution of an agreement with Scott Tucker Construction Company, LLC for carpentry, masonry and remodeling services for the Water Department in a combined annual amount up to \$250,030.00 and authorize four annual renewal options.

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**DISCUSSION:**

The Water Department approached the Purchasing Division to procure a bid for an annual agreement for carpentry, masonry and remodeling services. This agreement will be used to make and/or assist City crews in making minor alterations and repairs to City buildings. In order to procure these services, staff issued an Invitation to Bid (ITB) consisting of detailed specifications for labor and service requirements.

The bid was advertised in the *Fort Worth Star-Telegram* on June 17, 2020, June 21, 2020, July 1, 2020, July 8, 2020 and July 15, 2020. The City received four bids.

Bids were evaluated based on lowest bidder complying with all the provisions of the solicitation. Staff from the Water Department recommends awarding a one-year agreement to Scott Tucker Construction, LLC along with four one-year options to renew. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor bid meets specifications.

An administrative change order or increase may be made by the City Manager in the amount of \$50,000.00 and does not require specific City Council approval as long as sufficient funds have been appropriated.

Scott Tucker Construction Company, LLC is in compliance with the City's BDE Ordinance by submission of the prime contractor waiver form. The City's M/WBE goal on this project is 10%.

Upon City Council approval, the initial term shall begin upon the execution of the agreement and shall end one year from that date.

Each agreement may be renewed for up to four additional one-year terms at the City's option. This renewal 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 upon approval of the above recommendation and adoption of the Fiscal Year 2021 Budget by the City Council, funds will be available in the Fiscal Year 2021 Operating Budget, as 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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