

Mayor and Council Communication

DATE: 11/19/19

M&C FILE NUMBER: M&C 19-0314

LOG NAME: 13P13P19-0194 TWO TRACK LOADERS PMD LSJ

SUBJECT

Authorize Purchase of Two Compact Track Loaders from Holt Texas, LTD. in an Amount Up to \$139,096.88 for the Code Compliance and Park & Recreation Departments Through the Property Management Department (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize the purchase of two compact track loaders from Holt Texas, LTD. in an amount up to \$139,096.88 for the Code Compliance and Park & Recreation Departments through the Property Management Department.

DISCUSSION:

The Property Management Department (PMD) approached the Purchasing Division for assistance with purchasing two compact track loaders. The Park & Recreation Department will use their unit to support the city parks' upkeep and maintenance. Code Compliance will use their unit for litter removal on public and private property.

Purchasing issued an Invitation to Bid (ITB) consisting of detailed specifications as to the functionality, features and requirements for the new units. This bid was advertised in the Fort Worth Star-Telegram on July 10, 2019, July 17, 2019, and July 24, 2019. Six vendors were solicited from the purchasing vendor database; two responses were received and one was deemed non-responsive because the Vendor limited the warranty in their bid response.

Staff certifies that the recommended bid received meets specification and recommends awarding the purchase of the two 2019 Caterpillar compact track loaders to Holt Texas, LTD. The new units will be replacements for outdated and unreliable units that can no longer be economically maintained. The old units will be sold at auction. Staff certifies that the new units meet the required specifications and are expected to operate satisfactorily during their service life. Warranty information, manufacturer's Statement of Origin and original sales invoice will accompany the new units upon acceptance and delivery to the 4100 Columbus Trail facility.

BID TABULATION- See Attached.

PRICE ANALYSIS - There is no previous purchase history for compact track loaders with these specific configurations. Purchasing staff reviewed the proposed pricing and certified that the prices offered by the recommended vendor are fair and reasonable.

TOTAL COST OF OWNERSHIP (TCO) - Over their service life of 15 years, the total cost of ownership for the compact track loaders will be \$214,574.00.

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

M/WBE OFFICE - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendations, funds are available in the Vehicle Equipment Replacement Fund and Solid Waste Capital Projects Fund. Prior to an expenditure being incurred, the Code Compliance and Park & Recreation Departments have the responsibility to validate the availability of funds.

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