

Mayor and Council Communication

DATE: 01/11/22

M&C FILE NUMBER: M&C 22-0004

LOG NAME: 13P21-0209 OVERHEAD DOOR REPAIRSLSJ WATER

SUBJECT

(ALL) Authorize Purchase Agreement with Artex Overhead Door Company for Overhead Door Repairs and Services for City Facilities, with an Annual Amount Up to \$348,220.00 during the Initial Term and in each of Four, One-Year Renewal Options

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an agreement with Artex Overhead Door Company for overhead door repairs and services for City owned/operated facilities, with an annual amount up to \$348,220.00 during the initial term and each of the four, one-year renewal options.

DISCUSSION:

The Water, Pubic Events, Aviation, and Property Management Departments approached the Purchasing Division for assistance with securing an agreement for the installation, access, protection, security, maintenance and repair of overhead doors for city-owned/operated facilities.

Purchasing issued an Invitation to Bid (ITB) that included detailed specifications describing the physical addresses of City of Fort Worth (City) owned facilities as well as the types of overhead doors, gates, and lifts requiring services that will be purchased on an "as-needed" basis. The ITB was advertised in the *Fort Worth Star-Telegram* on September 8, 2021, September 15, 2021, September 22, 2021 and September 29, 2021. Two responses were received.

The bids were evaluated on best-value criteria including competitive pricing and bidder's experience, project approach, and qualified resources. An evaluation committee comprised of City staff from the Aviation, Water, Public Events, and Property Management Departments reviewed the responses and provided ratings for both responses. Artex Overhead Door Company received the highest ratings and was determined to provide the best value to the City of Fort Worth.

Staff recommends awarding a one-year agreement in an annual amount up to \$348,220.00, with four, one-year renewal options for the same annual amount. Staff certifies that the bid meets all required specifications.

DIVERSITY AND INCLUSION (DVIN) - A waiver of the goal for M/WBE subcontracting requirements is approved by the DVIN-BE, in accordance with the BDE Ordinance, because the application of 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 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.

ADMINISTRATIVE CHANGE ORDERS - In addition, 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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as appropriated, in the participating departments' Operating Funds to support the approval of the above recommendation and execution of the purchase agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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