

Mayor and Council Communication

DATE: 06/14/22

M&C FILE NUMBER: M&C 22-0462

LOG NAME: 13P22-0087 UNIFORMS AND POLICE EQUIPMENT

SUBJECT

(ALL) Authorize Execution of Non-Exclusive Purchase Agreements with CenTex Uniform Sales Inc., Galls, LLC, GT Distributors, Inc., Impact Promotional Services LLC. dba Got you Covered Work Wear & Uniforms and M-Pak, Inc. for Uniforms and Police Equipment for a Combined Total Annual Amount Up to \$732,355.00 and Authorize Four One-Year Renewal Options for the Same Annual Amount and Ratify Expenditures in the Amount of \$355,563.00 for the Code Compliance, Police, Municipal Courts, Water and Transportation and Public Works Departments (Continued from a Previous Meeting)

RECOMMENDATION:

It is recommended that the City Council authorize non-exclusive purchase agreements with CenTex Uniform Sales Inc., Galls, LLC, GT Distributors, Inc., Impact Promotional Services LLC. dba Got you Covered Work Wear & Uniforms and M-Pak, Inc. for uniforms and police equipment for a combined total annual amount up to \$732,355.00 and authorize four one-year renewal options for the same annual amount and ratify expenditures in the amount of \$355,563.00 for the Code Compliance, Police, Municipal Courts, Water and Transportation and Public Works Departments.

DISCUSSION:

The Code Compliance, Police, Municipal Courts, Water and Transportation and Public Works Departments approached the Purchasing Division to purchase uniforms and police equipment. This agreement will provide uniforms and the necessary equipment for Officers and Marshals. To procure these goods, Purchasing staff issued an Invitation to Bid (ITB).

ITB 22-0087 was advertised in the *Fort Worth Star-Telegram* on March 16, 2022, March 23, 2022 and March 30, 2022. The bid opened on March 31, 2022 and six bids were received.

An evaluation panel consisting of representatives from the Police and Code Compliance Departments reviewed and scored the submittals. The panel evaluated the responses based on Best Value criteria.

Best Value Criteria:

- a. Vendors, experience
- b. Vendors, references
- c. Vendor's approach to performing services
- d. Cost of service.

Proposers	Evaluation Factors					
	a	b	c	d	Total Score	Rank
Cen-Tex Uniforms Sales Inc.	15	5	16.5	40	76.5	1
Galls, LLC	15	6	16.5	38.84	76.34	2
M-Pak, Inc.	13	5	19.5	37.72	75.22	3
G.T Distributors, Inc	15	5	15	30.45	65.45	4
Impact Promotional Services LLC dba Got You Covered Work Wear & Uniforms	13	5	16.5	24.04	58.54	5
Maxari	10	0	13.5	X	Bidder did not meet technical points; therefore, cost was not evaluated.	

After evaluation, the panel concluded that CenTex Uniform Sales Inc., Galls, LLC, GT Distributors, Inc., Impact Promotional Services LLC. dba Got you Covered Work Wear & Uniforms and M-Pak, Inc. presented the best value to the City. Therefore, the panel recommends that Council authorize the uniforms and police equipment agreement to CenTex Uniform Sales Inc., Galls, LLC, GT Distributors, Inc., Impact Promotional Services LLC. dba Got you Covered Work Wear & Uniforms and M-Pak, Inc.

It is recommended that multiple non-exclusive agreements be awarded to the listed vendors to ensure services are available without delay. Under these non-exclusive agreements, departments will order services according to lowest cost and availability. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor bid met specifications.

Funding: The maximum amount allowed under this agreement citywide will be \$732,355.00, however, the actual amount used will be based on the need of the department and the available budget. The annual department allocation for this agreement is:

Department	Estimated Annual Amount	Account Name
Police Department	\$600,000.00	Uniforms
Code Compliance Department	\$99,000.00	Uniforms
Municipal Courts	\$15,000.00	Uniforms
Transportation and Public Works Department	\$15,000.00	Uniforms
Water Department	\$3,355.00	Uniforms

Further, it is requested that City Council ratify expenditures in the amount of \$355,563.00. This expenditure is needed for uniforms and police equipment for City Departments for the months of May, June and July 2022.

Agreement Terms: Upon City Council's approval, this agreement shall begin upon execution and expire one year from that date.

Renewal Terms: The agreement may be renewed for four one-year renewal options for the same annual amount. The renewals do not require specific City Council approval as long as sufficient funds have been appropriated.

DVIN-BE: A waiver of the goal for M/WBE subcontracting requirements is approved by the Office Business Diversity. Business Equity (BE) will run a direct campaign to BE Firms and Purchasing is required to provide DVIN BE the ITB and advertisement date prior to public release.

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 funds are available in the current operating budgets, as previously appropriated, in the participating departments' Operating Funds to support the approval of the above recommendation and award of the agreement. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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