

Mayor and Council Communication

DATE: 01/14/20

M&C FILE NUMBER: M&C 20-0005

LOG NAME: 13P19-0034 FENCE MATERIALS, INSTALLATION AND REPAIR STEVEN

SUBJECT

Authorize the Execution of a Purchase Agreement with Cleburne Fence Inc. for Fence Materials, Installation and Repair in an Annual Amount Up to \$925,000.00 and Authorize Four One-Year Renewal Terms for all City Departments (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize the execution of a Purchase Agreement with Cleburne Fence Inc. for fence materials, installation and repair in an annual amount up to \$925,000.00 and authorize four one-year renewal terms for all City Departments.

DISCUSSION:

The Water Department approached the Purchasing Division to assist with issuing an Invitation to Bid (ITB) for an agreement to procure fencing materials, installation and repairs. The ITB consisted of detailed specifications listing the types of fencing materials needed and installation requirements.

The ITB was advertised in the [Fort Worth Star Telegram](#) on September 4, 2019, September 11, 2019 and September 18, 2019. The Purchasing Division solicited 24 vendors from the City's purchasing database system. The City received one (1) response.

Staff recommends awarding a contract to Cleburne Fence Inc. with four options to renew. The bid was evaluated based on the lowest, responsible bidder. Staff found pricing to be fair and reasonable. No guarantee was made that a specific amount of services or goods would be purchased.

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

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 have been appropriated.

Agreement terms- Upon City Council, approval, the initial term of this Agreement shall begin on the date of City Council approval and end on September 30, 2020.

Renewal Terms- This Agreement may be renewed at the City's option for four one-year terms. This action does not require City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal terms. Staff anticipated that the costs for each renewal term shall be approximately \$925,000.00 per year.

FISCAL INFORMATION / CERTIFICATION:

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

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