

# Mayor and Council Communication

**DATE:** 01/25/22

**M&C FILE NUMBER:** M&C 22-0059

**LOG NAME:** 13P 21-0176 REJECT MANUAL LABOR CC PE

**SUBJECT**

(ALL) Authorize Rejection of All Responses to Invitation to Bid 21-0176 Manual Labor for the Public Events Department

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**RECOMMENDATION:**

It is recommended that the City Council authorize rejection of all responses to Invitation to Bid 21-0176 Manual Labor for the Public Events Department.

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**DISCUSSION:**

The Public Events Department requested for Purchasing to issue an Invitation to Bid (ITB) for manual labor personnel services to ensure City of Fort Worth facilities are maintained during the course of each of the events, and that each event has additional personnel to assist with them. ITB 21-0176 for manual labor personnel services was issued on August 10, 2021 for the Public Events Department. Notice of the ITB was advertised in the *Fort Worth Star-Telegram* on August 11, 2021, August 18, 2021, August 25, 2021, September 1, 2021, and September 8, 2021. The City of Fort Worth received four responses. After evaluation of bid responses, the Purchasing Division found that all four bidders did not submit the required documentation and MWBE information. Therefore, Public Events Department staff requested that Purchasing reject all bids for this procurement and re-issue a new bid.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that approval of the recommendation will have no material effect on City funds.

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