

# Mayor and Council Communication

DATE: 06/27/23

M&C FILE NUMBER: M&C 23-0595

LOG NAME: 13PILA HOUSTON ICE MACHINE RENTALS FMS HO

**SUBJECT**

(ALL) Authorize Execution of an Amendment to City Secretary Contract No. 59471 with Easy Ice, LLC., for the Lease of Ice Machines and Combination Ice Machines/Water Dispensers to Increase the Annual Amount by \$50,000.00 for a New Annual Amount of \$150,000.00 Using an Interlocal Agreement with City of Houston for Multiple Departments

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**RECOMMENDATION:**

It is recommended that the City Council authorize execution of an amendment to City Secretary Contract No. 59471 with Easy Ice, LLC., for the lease of ice machines and combination ice machines/water dispensers to increase the annual amount by \$50,000.00 for a new annual amount of \$150,000.00 using an interlocal agreement with City of Houston for Multiple Departments.

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**DISCUSSION:**

On May 24, 2023, the City executed an agreement with Easy Ice, LLC in an amount up to \$100,000 in order to lease ice machines and combination ice machine/water dispensers using City of Houston agreement 4600017063 (City Secretary Contract 59471). Approval of this Mayor and Council Communication (M&C) authorizes an increase to CSC 59471 by \$50,000 for a new total annual amount of \$150,000 in order to meet City demand. This agreement is used to ensure that ice is available to city employees for various needs, such as keeping water cool during the warmer summer months. The initial term of this agreement is for one year beginning on May 16, 2023, and ending on May 15, 2024.

Funding is budgeted in the Other Contractual Services and Equipment Lease accounts within the various participating departments Operating Funds.

COOPERATIVE PURCHASE - State law provides that a local government purchasing an item under a cooperative purchase agreement or interlocal agreement satisfies any state law requiring that the local government seek competitive bids for purchase of the item.

DVIN-BE: A Business Equity Goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

RENEWAL OPTIONS: This agreement may be renewed up to three one-year renewal terms at the City's option. 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 terms.

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.

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**FISCAL INFORMATION / CERTIFICATION:**

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

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