

Mayor and Council Communication

DATE: 09/14/21

M&C FILE NUMBER: M&C 21-0655

LOG NAME: 13P COOP ELECTRIC SUPPLIES JC

SUBJECT

(ALL) Authorize the Execution of a Contract with Various Vendors for Electrical Supplies Using BuyBoard Cooperative Contract 602-20 and 577-18, and Omnia Partners Cooperative Contract EV2370 in an Combined Amount Up to \$1,300,000.00 and for a Term of Up to One-Year for All City of Fort Worth Departments

RECOMMENDATION:

It is recommended that the City Council authorize the execution of a contract with various vendors for electrical supplies using BuyBoard Cooperative Contract 602-20 and 577-18, and Omnia Partners Cooperative Contract EV2370 in an combined amount up to \$1,300,000.00 and for a term of up to one-year for all City of Fort Worth departments.

DISCUSSION:

The City of Fort Worth (City) departments use these agreements to purchase needed electrical supplies to update and maintain the city-owned property. The current agreements expired on June 28, 2021. In order to ensure City departments could purchase needed electrical supplies, the Chief Procurement Officer authorized four cooperative agreements with various electrical suppliers, as allowed under City code and City Procurement Administrative Regulations, for \$100,000.00 each.

The Purchasing Division intends to issue a bid for electrical supplies in October 2021, however since the City annual spend of electrical supplies is \$2,000,000.00, the four cooperative agreements are not sufficient to meet the departments' needs. Therefore, staff recommends increasing the \$100,000.00 of the cooperative agreements to a total of \$1,300,000.00. This will allow purchasing staff time to complete the bid and departments will be able to purchase needed electrical supplies.

Coop Number	Vendor	Expiration Date
BuyBoard 602-20	Rexel USA, Inc.	March 31, 2023
BuyBoard 577-18	Dealers Electrical Supply, Co.	November 11, 2021
BuyBoard 577-18	Elliott Electric Supply, Inc.	November 11, 2021
Omnia Partners EV2370	Graybar Electric Company, Inc.	January 31, 2023

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. COOPERATIVE PURCHASE - State law provides that a local government purchasing an item under a cooperative purchasing agreement satisfies State laws requiring that the local government seek competitive bids for purchase of items. BuyBoard and Omnia Partners have been competitively bid to increase and simplify the purchasing power of local government entities across the State of Texas. BuyBoard conducted competitive bidding for the Contract 602-20 during July 2019 and Contract 577-18 during May 2018. Omnia Partners conducted competitive bidding for the Contract EV2370 during October 2017.

M/WBE OFFICE - An M/WBE goal is not assigned when purchasing from an approved purchasing cooperative or other public entity.

Upon City Council approval, the agreement shall begin upon execution of the agreement and will expire in accordance with the applicable cooperative contract.

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 award of the contract. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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