

Mayor and Council Communication

DATE: 01/23/24

M&C FILE NUMBER: M&C 24-0067

LOG NAME: 60SOLE SOURCE ENVIRONMENTAL IMPROVEMENTS INC HUBER

SUBJECT

(ALL) Authorize Execution of Sole Source Agreement with Environmental Improvements, Inc. for HUBER Press and Grit Washers Parts and Services for the Water Department in an Annual Amount Up to \$500,000.00 for the First Year and Authorize Four One-Year Renewal Options for the Same Amount

RECOMMENDATION:

It is recommended that the City Council authorize execution of sole source agreement with Environmental Improvements, Inc. for HUBER press and grit washers parts and services for the Water Department in an annual amount up to \$500,000.00 for the first year and authorize four one-year renewal options for the same amount.

DISCUSSION:

The Water Department will use this agreement to obtain parts and services for our existing HUBER press and HUBER grit washers.

The HUBER press and grit washers are used to take the trash out of the scum by pressing it and removes (washes) the organics from the grit. The Water Department will conduct maintenance and repairs inhouse. This procurement is necessary to obtain the necessary parts and have the "as needed" service option when maintenance and repairs are outside of the department's capabilities.

Environmental Improvements, Inc is the sole source manufacturer of HUBER products, parts and services.

DVIN-BE: A waiver of the goal for Business Equity subcontracting requirements was requested, and approved by the DVIN, in accordance with the applicable Ordinance, because the waiver request is based on the sole source information provided.

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 Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin upon execution and expires one year later.

RENEWAL OPTIONS: The agreement may be renewed for four (4) additional one-year periods. 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 term.

The maximum amount allowed under this agreement will be \$500,000.00 annually. However, the actual amount used will be based on the needs of the departments and the available budget. Funding is budgeted in the Water Department's Water & Sewer Operating Fund, as appropriated.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Water and Sewer Fund to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Dana Burghdoff 8018

Originating Business Unit Head: Chris Harder 5020

Additional Information Contact: Chris Harder 5020