

Mayor and Council Communication

DATE: 01/12/21

M&C FILE NUMBER: M&C 21-0014

LOG NAME: 13P20-0208 REJECT VETERINARY X-RAY MACHINE SC CODE

SUBJECT

(CD 5 and CD 7) Authorize Rejection of All Responses to Request for Proposals 20-0208 for the Purchase and Maintenance of Veterinary X-Ray Machines for the Code Compliance Department

RECOMMENDATION:

It is recommended that the City Council authorize the rejection of all responses to Request for Proposals 20-0208 for the purchase and maintenance of veterinary x-ray machines for the Code Compliance Department.

DISCUSSION:

On August 5, 2020, the Purchasing Division issued a Request for Proposals (RFP) for the purchase and maintenance of two veterinary x-ray machines for the Animal Care and Control Center (ACC) for the Code Compliance Department. The machines would be used for x-raying, image capturing, tracking and maintaining records for animals at the ACC and the future North Fort Worth Animal Shelter location. Purchasing issued a RFP which consisted of detailed specifications describing the services, supplies, software and equipment needed.

Notice of the RFP was published in the *Fort Worth Star-Telegram* August 5, 2020, August 12, 2020, August 19, 2020 and August 26, 2020. The City received six responses. A pre-bid was held on August 12, 2020. After bid evaluation, staff recommended rejecting all proposals due to bids coming in higher than what was budgeted for and references that were needed were not provided in responses. The Code Compliance Department will be revising the requirements and reissuing the bid solicitation.

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

FISCAL INFORMATION / CERTIFICATION:

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

<u>Submitted for City Manager's Office by:</u>	Jay Chapa	5804
	Valerie Washington	6192
<u>Originating Business Unit Head:</u>	Reginald Zeno	8517
	Brandon Bennett	6322
<u>Additional Information Contact:</u>	Cynthia Garcia	8525
	Sarah Czechowicz	2059