

# Mayor and Council Communication

**DATE:** 11/29/22

**M&C FILE NUMBER:** M&C 22-0956

**LOG NAME:** 13PITB 22-0209 SHORING, TRENCHING & SHEILDING EQUIP RENTAL HO W

**SUBJECT**

(ALL) Authorize Execution of Non-Exclusive Agreements with National Trench Safety, Inc., and United Rentals (North America), Inc. for Shoring, Trenching, and Shielding Equipment Rentals and Services in a Combined Annual Amount Up to \$456,000.00 for the Water Department and Authorize Four One-Year Renewal Options for the Same Annual Amount

**RECOMMENDATION:**

It is recommended that the City Council authorize non-exclusive agreements with National Trench Safety, Inc., and United Rentals (North America), Inc. for shoring, trenching, and shielding equipment rentals and services in a combined annual amount up to \$456,000.00 for the Water Department and authorize four one-year renewal options for the same annual amount.

**DISCUSSION:**

The Water Department approached the Purchasing Division for assistance with securing an agreement for shoring, trenching, and shielding equipment rentals and services on an as-needed basis. Under the proposed agreement, the vendor will provide shoring, trenching and shielding equipment used to secure the sides of trenches dug to make repairs on water and sewer mains. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications for the shoring, trenching, and shielding equipment requirements to provide a safe working environment for water crews.

ITB 22-0209 was advertised in the *Fort Worth Star-Telegram* on August 31, 2022, September 7, 2022, September 14, 2022, and September 21, 2022. The City received two responses.

An evaluation panel consisting of representatives from Water and Transportation and Public Works Departments reviewed and scored the submittals using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Proposer	Evaluation Factors							Total Score
	a.	b.	c.	d.	e.	f.	g.	
National Trench Safety, Inc.	5	5.67	5	5	5	5	40	70.67
United Rentals (North America), Inc.	5.33	5.33	5	5	5.33	5	28.75	59.74

**Best Value Criteria**

- a. Contractor's qualifications
- b. Contractor's experience
- c. Contractor's references
- d. Availability of resources (personnel)
- e. Availability of resources (equipment)
- f. Contractor's approach to performing services
- g. Price

After evaluation, the panel concluded that National Trench Safety, Inc., and United Rentals (North America), Inc. present the best value and will provide the necessary coverage for the City. Therefore, the panel recommends that Council authorize agreements with National Trench Safety, Inc., and United Rentals (North America), Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors' bids met specifications.

**Funding:** The maximum combined annual amount allowed under this agreement will be \$456,000.00, however, the actual amount used will be based on the need of the department and the available budget. Funding is budgeted in the equipment lease account within Water Department's Water & Sewer Operating Fund.

**DVIN-BE:** A waiver of the goal for Business Equity subcontracting requirement is approved by the DVIN-BE, in accordance with the Business Equity Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

**Agreement Terms:** Upon City Council's approval, this agreement shall begin upon execution and expire one year from that date.

**Renewal Terms:** The Agreement may be renewed for four one-year renewal options for the same annual amount. The renewals do not require specific City Council approval as long as sufficient funds have been appropriated.

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 Water and Sewer Fund to support the approval of the above recommendation and execution of the agreements. Prior to any expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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