

# Mayor and Council Communication

**DATE:** 04/25/23

**M&C FILE NUMBER:** M&C 23-0304

**LOG NAME:** 13PITB 23-0039 BLACK IRON & STAINLESS-STEEL PIPES AND FITTINGS

**SUBJECT**

(ALL) Authorize Execution of a Purchase Agreement with Winsupply 0207 ACQ Co. dba Romar Supply for Black Iron & Stainless-Steel Pipes and Fittings in an Annual Amount up to \$200,000.00 and Authorize Four, One-Year Automatic Renewals for the Same Annual Amount for the Water Department

**RECOMMENDATION:**

It is recommended that the City Council authorize execution of a purchase agreement with Winsupply 0207 ACQ Co. dba Romar Supply for black iron & stainless-steel pipes and fittings in an annual amount up to \$200,000.00 and authorize four, one-year, automatic renewals for the same annual amount for the Water Department.

**DISCUSSION:**

The Water Department approached the Purchasing Division to finalize an agreement to procure seamless black iron & stainless-steel pipes and fittings on an as-needed basis. These goods are vital to the operation of City chemical lines and water fittings utilized throughout various water treatment plants across the City. Purchasing issued an Invitation to Bid (ITB) No. 23-0039 that consisted of detailed specifications describing the various needed black iron & stainless-steel pipes and fittings with the recommended quantities for sustainment of water operations within the City.

The bid was advertised in the *Fort Worth Star-Telegram* beginning on March 8, 2023, March 15, 2023 and March 22, 2023. The City received two responses.

The bids were evaluated using the lowest responsive and responsible bid criteria. Staff recommends awarding to Winsupply 0207 ACQ Co. dba Romar Supply because their response provided the lowest responsive and responsible bid to meet the City's needs. No guarantee was made for the specific amount of goods that would be purchased. Staff certifies that the recommended vendor met the bid specifications. The recommendation was made based on the following:

Bidder	Winsupply 0207 ACQ Co. dba Romar Supply		Core and Main		Recommended Vendor
Description	Discount	Total	Discount	Total	
Bid submission for Black Iron & Stainless-Steel Pipes and Fittings.	2%	\$148,135.10	0%	\$183,959.30	Winsupply 0207 ACQ Co. dba Romar Supply
Total Award Recommendation					

The maximum amount allowed under this agreement Citywide will be \$200,000.00; however, the actual amount used will be based on the need of the department and available budget.

M/WBE OFFICE - 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 purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for four additional, automatic, one-year terms. 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.

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.

**FISCAL INFORMATION / CERTIFICATION:**

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

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