

# Mayor and Council Communication

DATE: 04/11/23

M&C FILE NUMBER: M&C 23-0267

LOG NAME: 13P ITB 23-0021 ELECTRIC MOTOR REPAIR AND REPLACEMENT AW WATER

**SUBJECT**

(ALL) Authorize Execution of Agreements with Evans Enterprises, Inc. and Shermco Industries, Inc. for Electric Motor Repair and Replacement Services for the Water Department in a Combined Annual Amount Up to \$2,000,000.00 and Authorize Four, One-Year Renewals for the Same Annual Amount

**RECOMMENDATION:**

It is recommended that the City Council authorize execution of agreements with Evans Enterprises, Inc. and Shermco Industries, Inc. for electric motor repair and replacement services for the Water Department in a combined annual amount up to \$2,000,000.00 and authorize four, one-year renewals for the same annual amount.

**DISCUSSION:**

The Water Department approached the Purchasing Division for assistance with securing an agreement for electric motor repair and replacement services on an as-needed basis. Under the proposed agreements, the vendors will provide field and shop repairs on various sized electric motors located at water and wastewater treatment plants, and pump stations. In the event the motor cannot be repaired, the vendors will offer options of replacement motors to ensure all the electric motors are properly functioning, and do not impede the delivery of services. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications including the certification and licensing requirements of prospective vendors, the equipment required to perform repairs, and the response time needed to ensure repairs are performed in a timely manner.

The ITB was advertised in the *Fort Worth Star-Telegram* on February 1, 2023, February 8, 2023, February 15, 2023, and February 22, 2023. The City received three responses. However, upon evaluation one bidder, Brandon & Clark, did not score at least 50% or more of the total available points for technical criteria and, therefore, was not qualified to receive pricing points.

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

Bidder	Evaluation Factors				
	a	b	c	d	Total score
Evans Enterprises, Inc.	13.33	10.67	14.17	35.00	72.50
Brandon and Clark, Inc.	7.33	10.00	12.50	Bidder did not meet technical points; therefore, cost was not evaluated	Bidder did not meet technical points; therefore, cost was not evaluated
Shermco Industries, Inc.	10.00	9.33	13.33	30.36	63.03

Best Value Criteria:

- a. Contractor's availability of equipment, inventory, and personnel to perform repairs
- b. Contractor's ability to perform services in a timely manner
- c. Extent to which the services meet the City's needs (capacity to perform work such as voltages they can handle, etc.)
- d. Cost of service.

After evaluation, the panel concluded that Evans Enterprises, Inc. and Shermco Industries, Inc. presented the best value. Therefore, the panel recommends that Council authorize agreements with Evans Enterprises, Inc. and Shermco Industries, 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 amount allowed under this agreement for the initial term will be \$2,000,000.00; however, the actual amount used will be based on the need of the department and available budget.

Funding is budgeted in the Other Contractual Services account of the Wastewater Departments rollup within the Water & Sewer 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 approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for four additional, one-year terms at the amount authorized through this M&C. 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.

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**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 & Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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Expedited