

Mayor and Council Communication

DATE: 04/28/26

M&C FILE NUMBER: M&C 26-0312

LOG NAME: 13PRFP 26-0068 CAST IRON VALVE BOXES AND LIDS WTR AO

SUBJECT

(ALL) Authorize Execution of an Agreement with Ferguson Enterprises, LLC for Cast Iron Valve Boxes and Lids in an Amount Up to \$250,000.00 for a One-Year Initial Term and Authorize Four One-Year Renewal Options in an Amount Up to \$287,500.00 for the First Renewal, \$330,625.00 for the Second Renewal, \$380,219.00 for the Third Renewal, and \$437,252.00 for the Fourth Renewal for the Water Department

RECOMMENDATION:

It is recommended that the City Council authorize the execution of an agreement with Ferguson Enterprises, LLC for cast iron valve boxes and lids, in an annual amount up to \$250,000.00, for a one-year initial term, and authorize four one-year renewal options in an amount up to \$287,500.00 for the first renewal, \$330,625.00 for the second renewal, \$380,219.00 for the third renewal, and \$437,252.00 for the fourth renewal for the Water Department.

DISCUSSION:

The Water Department approached the Purchasing Division to secure an agreement for cast iron valve boxes and lids located at various Water and Wastewater facilities. In an effort to procure the goods, the City invited firms to participate in this Request for Proposal (RFP) to establish an annual agreement to procure cast iron valve boxes and lids.

Purchasing Staff issued RFP Number 26-0068. The RFP consisted of detailed specifications describing the responsibilities and requirements to provide these services.

The RFP was advertised in the *Fort Worth Star-Telegram* on January 21, 2025, January 28, 2025, February 4, 2026, February 11, 2026, and February 18, 2026. The City received one (1) response.

An evaluation panel consisting of representatives from the Water and Information Technology Solutions (ITS) 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.

Proposers	Evaluation Factors					
	a.	b.	c.	d.	e.	Total
Ferguson Enterprises, LLC	0.00	24.0	20.0	14	20.0	78.00

The RFP document specified the use of the following Best Value Criteria:

- a. Small Business Participation
- b. Qualifications, and Company Experience
- c. Ability to meet the City's needs
- d. Method of Approach
- e. Cost

After evaluation, the panel concluded that Ferguson Enterprises, LLC, presented the best value for the City. Therefore, the panel recommends that City Council authorize the execution of an agreement with Ferguson Enterprises, LLC. No guarantee was made that a specific amount of services would be purchased.

FUNDING: The maximum annual amount allowed under this agreement is \$250,000.00 for the initial year; however, the actual amount used will be based on the needs of the department and available budget. Funding is budgeted in the General Operating & Maintenance category in the Water & Sewer Fund for the Water Department.

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

RENEWAL TERMS: This Agreement may be renewed at the City's option for up to four additional, one-year renewal options in an amount up to \$287,500.00 for the first renewal, \$330,625.00 for the second renewal, \$380,219.00 for the third renewal, and \$437,252.00 for the fourth renewal for the Water Department.. This action does not require City Council approval, provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal terms.

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.

SMALL BUSINESS – In accordance with the City’s Small Business Ordinance, the City has established a 30% Small Business goal for this solicitation/contract. No vendor met the criteria to achieve this goal. Therefore, the responses were evaluated based on the remaining best value criteria.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the Water & 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.

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