

Mayor and Council Communication

DATE: 11/08/22

M&C FILE NUMBER: M&C 22-0919

LOG NAME: 13P ITB 22-0212 PNEUMATIC AND HYDRAULIC TOOL REPAIR AW WATER

SUBJECT

(ALL) Authorize Execution of a Purchase Agreement with Hundley Enterprises dba Hundley Hydraulic Sales & Service for Pneumatic and Hydraulic Tool Repair for the Water Department in an Annual Amount Up to \$190,000.00 and Authorize Four, One-Year Renewals for the Same Annual Amount

RECOMMENDATION:

It is recommended that the City Council authorize execution of a purchase agreement with Hundley Enterprises dba Hundley Hydraulic Sales & Service for pneumatic and hydraulic tool repair for the Water Department in an annual amount up to \$190,000.00 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 pneumatic and hydraulic tool repair on an as-needed basis. Under the proposed agreement, the vendor will repair and maintain the tools utilized by the crews in the field to help them install, repair, and maintain the water and sewer infrastructure, as well as, repairing the street when the job is completed. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications regarding the list of tools that may need repair and what constitutes a minor and major tool repair and the turnaround time required for each.

The ITB was advertised in the *Fort Worth Star-Telegram* on September 14, 2022, September 21, 2022, and September 28, 2022. The City received one response.

An evaluation panel consisting of representatives from the Water and Transportation and Public Works Departments 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	e	Total score
Hundley Enterprises dba Hundley Hydraulic Sales & Service	13.13	10.00	7.50	5.00	30.00	65.63

Best Value Criteria:

- a. Reputation of the bidder and the bidder's services
- b. Availability of resources to provide services (personnel)
- c. Contractor's approach to perform services
- d. Contractor's past relationship with the City
- e. Cost of service

After evaluation, the panel concluded that Hundley Enterprises dba Hundley Hydraulic Sales & Service presents the best value. Therefore, the panel recommends that Council authorize agreements with Hundley Enterprises dba Hundley Hydraulic Sales & Service. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor's bid met specifications.

FUNDING: The maximum amount allowed under this agreement for the initial term will be \$190,000.00, 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 accounts in the Wastewater Warehouse, Water Distributions Systems and Water Warehouse Department's 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. 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 & Sewer Fund. Prior to any expenditure being incurred, the Water department has the responsibility to validate the availability of funds.

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