

Mayor and Council Communication

DATE: 01/25/22

M&C FILE NUMBER: M&C 22-0061

LOG NAME: 13P 22-0004 REMODELING SERVICES JC PMD

SUBJECT

(ALL) Authorize Non-Exclusive Purchase Agreements for Remodeling Services with Lookup Properties Inc., NWI Construction, Real Networks Service, Inc., and Gomez Floor Covering, Inc. dba GFC Contracting for an Initial One-Year Term in a Combined Amount of \$3,068,406.00 and Authorize Four Consecutive One-Year Renewal Options in the Same Amount for City Departments

RECOMMENDATION:

It is recommended that the City Council authorize non-exclusive purchase agreements for remodeling services with Lookup Properties Inc., NWI Construction, Real Networks Service, Inc., and Gomez Floor Covering, Inc. dba GFC Contracting for an initial one-year term in a combined amount of \$3,068,406.00 and authorize four consecutive one-year renewal options in the same amount for City Departments.

DISCUSSION:

Property Management, along with five other City Departments, approached the Purchasing Division to issue a bid for remodeling services for various city buildings. The Purchasing Division issued an Invitation to Bid (ITB) 22-0004 on October 26, 2021 with submissions due by November 18, 2021. The bid detailed specifications regarding types of services, performance expectations, required experience, scheduling, and supervision requirements.

The ITB was advertised in the *Fort Worth Star-Telegram* every Wednesday from October 27, 2021 through November 17, 2021; Six responses were received. Airika Candel Tech, Inc. and DTM Heating & AC were deemed non-responsive due to not submitting all the required documentation.

Proposals were evaluated on best value criteria including the price, contractor qualifications, experience, and references, sample estimates, proof of ability to obtain permits, and proof of company years of service. Staff from Property Management, Water, Parks and Recreation, and the Aviation Departments evaluated the proposals submitted and recommends awarding to multiple vendors to ensure the City has adequate coverage. No guarantee was made that a specific amount of these services will be purchased in any year.

AGREEMENT TERMS: Upon City Council's approval, this agreement shall begin upon execution and expire one year from that date. The contract contains provisions that no guarantee is made that a specific amount of services will be purchased and the city departments will acquire the services on an "as needed" basis.

RENEWAL TERMS: The agreement may be renewed for four additional one-year renewal options. The renewal 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.

BUSINESS EQUITY: DVIN_BE will advertise this opportunity directly to M/WBEs because the work is on an as-needed basis and there are qualified M/WBEs who can bid on this project as a prime.

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 funds are available in the current operating budget, as previously appropriated, in the participating department's Operating Funds to support the approval of the above recommendation and execution of the purchase agreements. Prior to any expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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