

Mayor and Council Communication

DATE: 01/11/22

M&C FILE NUMBER: M&C 22-0005

LOG NAME: 13PAMEND COOP GSA GAS MONITOR KIT TD FIRE

SUBJECT

(ALL) Authorize Amendment to Increase Annual Expenditure under City Secretary Contract No. 56516, Cooperative Purchase Agreement with All Safe Industries, Using General Services Administration Contract No. GS-07F-5501R, by \$73,500.00, for a Portable Gas Monitor Kit and Accessories for the Fire Department, resulting in Total Annual Contract Amount of Up to \$150,000.00

RECOMMENDATION:

It is recommended that the City Council authorize an amendment to increase the annual expenditure under City Secretary Contract No. 56516, Cooperative Purchase Agreement with All Safe Industries, using General Services Administration Contract No. GS-07F-5501R, by \$73,500.00, for a portable gas monitor kit and accessories for the Fire Department, resulting in a revised total annual contract amount of up to \$150,000.00 .

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to authorize an amendment to increase the annual maximum expenditure under an existing City contract.

In October 2021, the Fire Department contacted the Purchasing Division to enter into an agreement with All Safe Industries under General Services Administration (GSA) Cooperative (COOP) Contract No. GS-07F-5501R, for a portable gas monitor kit and accessories. The gas monitors are used at special events and mass gatherings to cover large geographical areas and monitor for chemical/hazardous substances. The monitors can also be placed and networked together. The accessories within the kit includes mount cables, batteries, battery charger adapters, and a multi-function modem with GPS.

Because the annual expenditure amount was \$71,222.14, the original agreement (Fort Worth City Secretary Contract 56516) was executed under the administrative authority provided under Section 2-9 of the City Code.

On December 15, 2021, the Fire Department requested the Purchasing Division to increase spending on the Cooperative Agreement up to \$150,000.00. The increase will be utilized by the Fire Department to accommodate their need to purchase an additional portable gas monitor kit and accessories in order to carry out their duties. Having more monitors allows coverage of larger geographical areas such as Texas Christian University (TCU), Texas Motor Speedway (TMS), and the Cowtown marathon.

GSA Contract No. GS-07F-5501R has a term through November 30, 2024. Staff reviewed the pricing and determined it to be fair and reasonable. State law provides that a local government purchasing an item under a Cooperative Purchasing Agreement satisfies state laws requiring that the local government seek competitive bids for the purchase of the item. GSA has been competitively bid to increase and simplify the purchasing power of government entities.

A MBE/SBE goal is not assigned when purchasing from an approved purchasing cooperative or public entity.

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.

The Cooperative Agreement serves ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budget, as previously appropriated, in the Grants Operating Federal Fund for the 2020 HSGP LETPA project to support the approval of the above recommendation and execution of the agreement. Prior to any expenditure being incurred, the Police and Municipal Court Departments have the responsibility to validate the availability of funds.

<u>Submitted for City Manager's Office by:</u>	Jay Chapa	5804
	Valerie Washington	6192
<u>Originating Business Unit Head:</u>	Reginald Zeno	8517
	James Davis	6801
<u>Additional Information Contact:</u>	Cynthia Garcia	8525
	Taylor Dean	7648

