

City of Fort Worth, Texas

Mayor and Council Communication

DATE: 03/29/22 M&C FILE NUMBER: M&C 22-0208

LOG NAME: 13PCOOP BB 631-20 CARRIER OEM PARTS TD PMD/WTR

SUBJECT

(ALL) Authorize Purchase Agreement with Carrier Enterprise, LLC in the Amount of \$325,000.00 and Authorize One Consecutive One-Year Renewal Option for the Same Annual Amount for Carrier Original Equipment Manufacturer Parts for the Property Management Department and Water Department Using BuyBoard Cooperative Contract 631-20

RECOMMENDATION:

It is recommended that the City Council authorize a purchase agreement with Carrier Enterprise, LLC in the amount of \$325,000.00 and authorize one consecutive one-year renewal option for the same annual amount for carrier original equipment manufacturer parts for the Property Management Department and Water Department using BuyBoard cooperative contract 631-20.

DISCUSSION:

In January 2022, the Property Management Department contacted the Purchasing Division to enter into an agreement with Carrier Enterprise, LLC under BuyBoard Contract No. 631-20, for original equipment manufacturer (OEM) parts and small units. These parts will be used to repair and replace existing/damaged Carrier brand heat, ventilation and air conditioning (HVAC) equipment, units, and systems throughout the City of Fort Worth (City) in roughly 300 facilities for Property Management Facilities and the Water Department.

BuyBoard Contract No. 631-20 has an initial term through November 30, 2021, currently on its first renewal ending November 30, 2022. The Request for Offer for BuyBoard Contract No. 631-20 was published on February 12, 2020, and responses were opened on June 14, 2020. BuyBoard contracts offer fixed discounts. Staff reviewed the pricing and determined it to be fair and reasonable.

The maximum amount allowed under this agreement will be \$325,000.00, however the actual amount used will be based on the need of the department and available budget. The annual department allocation for this agreement is:

Department	Estimated Annual Amount	Account Name
Property Management Department (PMD)	\$225,000.00	Facilities Repair/Maintenance Supplies
Water Department (WTR)	\$100,000.00	Facilities Repair/Maintenance Supplies

This Agreement may be renewed for up to one additional one-year term, in accordance with the terms of the BuyBoard Contract. Should BuyBoard elect to exercise the renewal option, the City will do the same.

State law provides that a local government purchasing an item under a cooperative purchase agreement satisfies any state law requiring that the local government seek competitive bids for purchase of the item. BuyBoard contracts are competitively bid to increase and simplify the purchasing power of government entities across the State of Texas.

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

Funding is budgeted in the Facilities Rep/Maint Supplies account of the Water Department's rollup within the Water & Sewer Operating Fund, and the Property Management Department's rollup within the General Fund.

This project will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund and the Water and Sewer Fund to support the approval of the above recommendation and award of the purchase agreement. Prior to any expenditure being incurred, the Property Management Department and the Water Department has the responsibility to validate the availability of funds.

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