

Mayor and Council Communication

DATE: 09/13/22

M&C FILE NUMBER: M&C 22-0662

LOG NAME: 13P ITB 22-0170 MACHINE SHOP SERVICES AND FABRICATION AW WATER

SUBJECT

(ALL) Authorize Execution of Non-Exclusive Purchase Agreements with Loomex Industrial Services, LLC and Southwest Industrial Services, Inc. for Machine Shop Services and Fabrication for the Water Department in a Combined Annual Amount Up to \$577,500.00 for the Initial Term and Authorize Four, One-Year Renewals for the Same Annual Amount

RECOMMENDATION:

It is recommended that the City Council authorize execution of non-exclusive purchase agreements with Loomex Industrial Services, LLC and Southwest Industrial Services, Inc. for machine shop services and fabrication for the Water Department in a combined annual amount up to \$577,500.00 for the initial term 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 machine shop services and fabrication on an as-needed basis. Under the proposed agreement, the Vendor will repair and maintain mechanical equipment for water and wastewater treatment and pumping facilities throughout the City of Fort Worth. Purchasing issued an Invitation to Bid (ITB) that consisted of detailed specifications regarding the requirements for equipment, safety procedures, and testing and quality control of the completed work.

The ITB was advertised in the *Fort Worth Star-Telegram* on July 6, 2022, July 13, 2022, July 20, 2022, and July 27, 2022. The City received two responses.

An evaluation panel consisting of representatives from the Water and Property Management Departments reviewed and scored the submittals using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Bidders	Evaluation Factors				
	a	b	c	d	Total score
Loomex Industrial Services, LLC	7.88	11.50	14.38	40.00	73.75
Southwest Industrial Services, Inc.	8.63	11.50	11.88	26.97	58.97

Best Value Criteria:

- a. Business's proximity to the address listed
- b. Contractor's References
- c. Contractor's ownership of required lathes and personnel's ability to perform services in the timeframe specified
- d. Cost of service

After evaluation, the panel concluded that Loomex Industrial Services, LLC and Southwest Industrial Services, Inc. both present the best value and will provide the necessary coverage for the City. Therefore, the panel recommends that Council authorize agreements with Loomex Industrial Services, LLC and Southwest Industrial Services, Inc.. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors' bids met specifications.

FUNDING: The maximum amount allowed under this agreement for the initial term will be \$577,500.00, 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
Water	\$550,000.00	5330201 - Other Contractual Services
Water	\$27,500.00	5610109 - Minor Equipment

Funding is budgeted in the Other Contractual Services & Minor Equipment accounts of the Water & Sewer Department's 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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