

# Mayor and Council Communication

DATE: 09/27/22

M&C FILE NUMBER: M&C 22-0756

LOG NAME: 13PITB 22-0177 POLICE EQUIPMENT, UNIFORMS AND ALTERATION SVS HO

**SUBJECT**

(ALL) Authorize Execution of Non-Exclusive Purchase Agreements with CenTex Uniform Sales, Inc., Galls, LLC, GT Distributors, Inc., Impact Promotional Services, LLC. dba Got you Covered Work Wear & Uniforms and M-Pak, Inc. for Police Equipment, Uniforms and Alteration Services for a Combined Annual Amount Up to \$793,355.00 and Authorize Four, One-Year Renewal Options for the Same Annual Amount for the Code Compliance, Police, Municipal Courts, Water and Transportation and Public Works Departments

**RECOMMENDATION:**

It is recommended that the City Council authorize non-exclusive purchase agreements with CenTex Uniform Sales Inc., Galls, LLC, GT Distributors, Inc., Impact Promotional Services, LLC. dba Got you Covered Work Wear & Uniforms and M-Pak, Inc. for uniforms and police equipment for a combined annual amount up to \$793,355.00 and authorize four, one-year renewal options for the same annual amount for the Code Compliance, Police, Municipal Courts, Water and Transportation and Public Works Departments.

**DISCUSSION:**

The Code Compliance, Police, Municipal Courts, Water and Transportation and Public Works Departments approached the Purchasing Division to purchase uniforms and police equipment. This agreement will provide uniforms and the necessary equipment for personnel in the Code Compliance, Water, and Transportation and Public Works Departments, as well as, police officers and marshals. To procure these goods, Purchasing staff issued an Invitation to Bid (ITB) that consisted of detailed specifications of the uniforms and equipment, and the service requirements.

ITB 22-0177 was advertised in the *Fort Worth Star-Telegram* for four consecutive Wednesdays beginning on July 6, 2022, through July 27, 2022. The City received five responses.

An evaluation panel consisting of representatives from Code Compliance, Municipal Courts and Water 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.

Proposers	Evaluation Factors					
	(a)	(b)	(c)	(d)	Total Score	Rank
CenTex Uniforms Sales Inc.	16.00	6.67	22.00	37.81	82.48	2
Galls, LLC	16.00	6.33	21.00	40.00	83.33	1
GT Distributors, Inc	15.33	7.00	19.00	31.92	73.25	4
Impact Promotional Services, LLC dba Got You Covered Work Wear & Unifoms	15.33	8.33	23.00	24.69	71.35	5
M-Pak, Inc.	16.00	7.00	22.00	36.85	81.85	3

**Best Value Criteria**

- (a) Vendor's Experience
- (b) Vendor's Location or ability ro coordinate on-site meetings
- (c) Vendor's approach to performing services
- (d) Price

After evaluation the panel concluded that CenTex Uniform Sales Inc., Galls, LLC., GT Distributors, Inc., Impact Promotional Services, LLC. dba Got You Covered Work Wear & Uniforms, and M-Pak, Inc. presented the best value and will provide the necessary coverage for the City. Therefore, the panel recommends that Council authorize the police equipment, uniforms and alteration services agreement to CenTex Uniform Sales Inc., Galls, LLC., GT Distributors, Inc., Impact Promotional Services, LLC. dba Got You Covered Work Wear & Uniforms, and M-Pak, Inc.

FUNDING: The maximum amount allowed under this agreement citywide will be \$793,355.00, however, the actual amount used will be based on the need of the department and the available budget. The annual department allocation for this agreement is:

Department	Estimated Annual Amount	Account Name
Police Department	\$600,000.00	Uniforms

Code Compliance Department	\$99,000.00	Uniforms
Municipal Courts	\$76,000.00	Uniforms
Transportation and Public Works Department	\$15,000.00	Uniforms
Water Department	\$3,355.00	Uniforms

Funding will be budgeted in Uniforms account within the participating Operating Funds for Fiscal Year 2023.

DVIN-BE: Business Equity Division will run a direct campaign to Business Equity firms and Purchasing is required to provide the ITB and advertisement date prior to public release.

AGREEMENT TERMS: Upon City Council's approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: The agreement may be renewed for four, one-year renewal options for the same annual amount. The renewals do not require specific City Council approval as long as sufficient funds have been appropriated.

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 above recommendation and adoption of the Fiscal Year 2023 Budget by the City Council, funds will be available in the Fiscal Year 2023 operating budget, as appropriated, in the participating departments' Operating Funds. Prior to an expenditure being incurred, the participating departments have the responsibility to validate the availability of funds.

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