

Mayor and Council Communication

DATE: 10/11/22

M&C FILE NUMBER: M&C 22-0840

LOG NAME: 13P22-0186 ADDITIONAL AUTO BODY COLLISION REPAIRS & SVS LSJ PMD

SUBJECT

(ALL) Authorize Execution of Non-Exclusive Purchase Agreements with AutoNation Collision Center/ Ken Nichols Ford LTD, Southwest International Trucks, Inc., and WTR, Inc., for Additional Auto Body Collision Repairs and Services for the Property Management Department for a Combined Annual Amount Up to \$1,374,000.00 and Authorize Four Annual Renewals for the Same Annual Amount

RECOMMENDATION:

It is recommended that the City Council authorize execution of non-exclusive purchase agreements with AutoNation Collision Center/ Ken Nichols Ford LTD, Southwest International Trucks, Inc., and WTR, Inc., for additional auto body collision repair services for a combined annual amount up to \$1,374,000.00 for the Property Management Department and authorize four annual renewals for the same annual amount.

DISCUSSION:

The Property Management (Fleet) Department approached the Purchasing Division for assistance securing an annual agreement for additional auto body collision repair services. Purchasing previously issued Invitation to Bid (ITB) No. 22-0028 which resulted in the award of an annual agreement; however there were not enough Vendors to provide repair services for approximately 4,600 City-owned vehicles and equipment. In order to procure these additional services, Purchasing staff issued Invitation to Bid (ITB) No. 22-0186. The ITB consisted of detailed specifications describing the vendor's responsibilities and requirements for auto body work.

The bid was advertised in the *Fort Worth Star-Telegram* for four consecutive Wednesdays, beginning July 20, 2022 through August 10, 2022. The City received three bids. An evaluation panel consisting of representatives of the Property Management Department 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 Criteria					
	a	b	c	d	e	Total
AutoNation	7	9	8	12	40	77
Southwest International Trucks	6.6	9.5	8.5	13.3	10	48
WTR, Inc.	6.7	5.7	6.7	6.3	0	38

Best Value criteria:

- (a) Ability to meet the City's needs;
- (b) Contractor's approach to perform services;
- (c) Contractor's experience working with governmental/similar size;
- (d) Availability of resource to perform services, qualified personnel and equipment; and
- (e) Cost of service.

After evaluation, the panel concluded AutoNation Collision Center/ Ken Nichols Ford LTD, Southwest International Trucks, Inc., and WTR, Inc., presented the best value to the City and therefore, recommends that Council authorize agreements with AutoNation Collision Center/ Ken Nichols Ford LTD, Southwest International Trucks, Inc., and WTR, Inc. Under these non-exclusive agreements, the department will order services according to the lowest cost and availability. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors' bids met specifications.

Funding is budgeted in the Property Management Department's Rollup within the Fleet & Equipment Service Fund.

DIVERSITY AND INCLUSION (DVIN) - 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. This agreement will be concurrent with the annual agreement awarded from ITB No. 22-0028.

RENEWAL TERMS -This agreement may be renewed for four additional one-year renewal periods. 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 ORDERS - In addition, 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.

FISCAL INFORMATION / CERTIFICATION:

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

<u>Submitted for City Manager's Office by:</u>	Reginald Zeno	8517
	Dana Burghdoff	8018
<u>Originating Business Unit Head:</u>	Anthony Rousseau	8338
	Steve Cooke	5134
<u>Additional Information Contact:</u>	Cynthia Garcia	8525
	LaKita Slack-Johnson	8314