

Mayor and Council Communication

DATE: 11/08/22

M&C FILE NUMBER: M&C 22-0909

LOG NAME: 13P ITB 22-0197 PEST CONTROL HO

SUBJECT

(ALL) Authorize Purchase Agreements with Cantu Enterprises (Dallas) LLC for Pest Control in an Annual Amount Up to \$160,318.00 and Authorize Four One-Year Renewals for the Same Annual Amount for the Property Management, Fire, Information Technology Solutions, Park and Recreation, Public Events, Water, Communication and Public Engagement, Neighborhood Services, Police, Code Compliance and Transportation and Public Works Departments

RECOMMENDATION:

It is recommended that City Council authorize purchase agreements with Cantu Enterprises (Dallas) LLC for pest control in an annual amount up to \$160,318.00 and authorize four one-year renewals for the same annual amount for the Property Management, Fire, Information Technology Solutions, Park and Recreation, Public Events, Water, Communication and Public Engagement, Neighborhood Services, Police, Code Compliance and Transportation and Public Works departments.

DISCUSSION:

The Property Management, Fire, Water, Information Technology Solutions, Park and Recreation, Communication and Public Engagement, Public Events, Neighborhood Services, Police, Code Compliance and Transportation and Public Works departments approached the Purchasing Division to assist with securing an agreement for pest and termite control services. This agreement will be used to treat pests and termites for City buildings and properties. To procure these goods, Purchasing staff issued an invitation to Bid (ITB) 22-0197 which consisted of detailed specifications describing the pest control and termite control services required and locations these services will be required.

The ITB was advertised in the *Fort Worth Star-Telegram* for five consecutive Wednesdays beginning on August 24, 2022 through September 21, 2022. The City received one bid.

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

Bidders	Evaluation Factors				
	a.	b.	c.	d.	Total Score
Cantu Enterprises (Dallas) LLC	18	14.5	8.5	30	70.67

Best Value Criteria:

- a. Vendor's qualifications and experience
- b. Availability of resources to provide services
- c. Vendors Approach to perform services
- d. Cost of service

After evaluation, the panel concluded that Cantu Enterprises (Dallas) LLC, presents the best value and will provide the necessary coverage for the City, therefore recommends that Council authorize an agreement with Cantu Enterprises (Dallas) LLC. No guarantee was made that a specific amount of these services will be purchased. Staff certifies that Cantu Enterprises (Dallas) LLC bid met specifications.

The maximum annual amount allowed under this agreement will be \$160,318.00, 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	Budgeted Amount	Account
Property Management	\$30,000.00	Other Contractual Services
Fire	\$30,000.00	Other Contractual Services
Water	\$26,960.00	Other Contractual Services
Information Technology Solution	\$19,699.00	Other Contractual Services

Park and Recreation	\$15,000.00	Other Contractual Services
Communication and Public Engagement	\$15,000.00	Other Contractual Services
Public Events	\$11,000.00	Other Contractual Services
Neighborhood Services	\$3,396.00	Other Contractual Services
Police	\$5,000.00	Other Contractual Services
Transportation and Public Works	\$2,828.00	Other Contractual Services
Code Compliance	\$1,435.00	Other Contractual Services

FUNDING: Funding is budgeted in the Other Contractual Services account of the participating department's Operating Funds.

BUSINESS EQUITY - Cantu Pest Control is in compliance with the City's Business Equity Ordinance by committing to two percent Business Equity participation on this project. The City's Business Equity goal on this project is two percent.

AGREEMENT TERMS: Upon City Council approval, the agreement will begin upon execution and will end one year from that date.

RENEWAL OPTIONS: This agreement may be renewed for up to (4) four one-year terms at the City's option. 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, of 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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