

Mayor and Council Communication

DATE: 02/14/23

M&C FILE NUMBER: M&C 23-0067

LOG NAME: 13P ITB 23-0001 LIGHT/HEAVY DUTY VEHICLE REPAIRS SVS TD PMD

SUBJECT

(ALL) Authorize Non-Exclusive Purchase Agreements with Autonation Chevrolet, Autonation Ford, Bruce Lowrie Chevrolet, Buck's Wheel & Equipment Co., CLS Sewer Equipment Co. Inc, Industrial Power LLC, Kirby-Smith Machinery, Landmark Equipment Co., RDO Equipment Company, Stewart & Stevenson, Texan Waste Equipment dba Heil of Texas, and WildFire Truck Equipment Sales LTD, for Heavy and Light Duty, Marine and Turf Vehicle Repairs for the Property Management Department for a Combined Annual Amount Up to \$2,000,000.00 for the Initial Term and Authorize Four One-Year Renewal Options for the Same Annual Amount

RECOMMENDATION:

It is recommended that the City Council authorize non-exclusive purchase agreements with Autonation Chevrolet, Autonation Ford, Bruce Lowrie Chevrolet, Buck's Wheel & Equipment Co., CLS Sewer Equipment Co. Inc, Industrial Power LLC, Kirby-Smith Machinery, Landmark Equipment Co., RDO Equipment Company, Stewart & Stevenson, Texan Waste Equipment dba Heil of Texas, and WildFire Truck Equipment Sales LTD, for heavy and light duty, marine and turf vehicle repairs for the Property Management Department for a combined annual amount up to \$2,000,000.00 for the initial term and authorize four one-year renewal options for the same annual amount.

DISCUSSION:

The Property Management (Fleet) Department approached the Purchasing Division for assistance with securing an annual agreement for repair services of City-owned heavy and light duty, marine, and turf vehicles for the Property Management Department on an "as needed" basis. In order to procure these services, purchasing staff issued Invitation to Bid (ITB) No. 23-0001. The ITB included detailed specifications describing the requirements for light and heavy duty vehicle repairs and services.

The ITB was advertised in the *Fort Worth Star-Telegram* on October 30, 2022, November 2, 2022, November 9, 2022, November 16, 2022, November 23, 2022, and November 30, 2022. Twelve responses were received.

An evaluation panel consisting of representatives from the Property Management and Code Compliance Departments evaluated and scored the responses 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 Chevrolet	5	5.33	5.33	10.67	7.5	33.83
Autonation Ford	5	5	5	10	7.5	32.50
Bruce Lowrie Chevrolet	6.33	6.33	5	11.33	8	37.00
Buck's Wheel & Equipment Co.	6	6.33	5.33	10	9	36.67
CLS Sewer Equipment Co. Inc	5	5	4.67	10	8	32.67
Industrial Power LLC	6.33	6.33	5.33	14	10	42.00
Kirby-Smith Machinery	5.57	6	4	13.33	7.50	36.50
Landmark Equipment Co	5	6	5.33	8.67	8	33.00
RDO Equipment Company	5.67	6	5	11.33	8	36.00
Stewart & Stevenson	6	6.67	5.67	12.67	9	40.00
Texan Waste Equipment dba Heil of Texas	5	5.33	4.33	10	8	32.67
WildFire Truck Equipment Sales LTD	5.33	6	5.67	10	7.5	34.50

Best Value criteria:

- (a) Contractor's qualification;
- (b) Contractor's experience;
- (c) Contractor's references;
- (d) Contractor's availability of resources (personnel)

(e) Contractor's approach to perform services

After evaluation, the panel concluded that Autonation Chevrolet, Autonation Ford, Bruce Lowrie Chevrolet, Buck's Wheel & Equipment Co., CLS Sewer Equipment Co. Inc, Heil of Texas, Industrial Power LLC, Kirby-Smith Machinery, Landmark Equipment Co., RDO Equipment Company, Stewart & Stevenson, and WildFire Truck Equipment Sales LTD presented the best value to the City and therefore, recommends that Council authorize non-exclusive agreements with these vendors. 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 Fleet Service Outside Rep & Maint account of the Property Management Department's Fleet & Equipment Serv Fund, as appropriated.

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.

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 upon approval of the above recommendation, funds are available in the current operating budget, as previously appropriated, in the Fleet & Equipment Serv Fund. Prior to an expenditure being incurred, the Property Management Department has the responsibility to validate the availability of funds.

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