

Mayor and Council Communication

DATE: 06/11/24

M&C FILE NUMBER: M&C 24-0463

LOG NAME: 13ITB 24-0107 MOTORCYCLES FOR FWPD, CH PMD

SUBJECT

(ALL) Authorize Execution of Agreement with Retail Motorcycle Ventures, Inc. dba BMW Motorcycles of North Dallas for the Purchase of Motorcycles for the Property Management Department on Behalf of the Fort Worth Police Department in an Amount Up to \$81,000.00 for the Initial Term and Authorize Four One-Year, Automatic Renewals in an Annual Amount Up to \$285,000.00

RECOMMENDATION:

It is recommended that the City Council authorize execution of an agreement with Retail Motorcycle Ventures, Inc. dba BMW Motorcycles of North Dallas for the purchase of motorcycles for the Property Management Department on behalf of the Fort Worth Police Department in an amount up to \$81,000.00 for the initial term and authorize four, one-year automatic renewals in an annual amount up to \$285,000.00 for the FY 24 Police Motorcycle Replacement project (City Project No. 105232).

DISCUSSION:

The Property Management Department approached the Purchasing Division to finalize an agreement to procure motorcycles that are necessary for the sustainment of the Police Department's Motor Unit. Purchasing issued Invitation to Bid (ITB) 24-0107 consisting of detailed specifications as to the functionality, requirements, and features for the motorcycles. The ITB was advertised in the *Fort Worth Star-Telegram* on March 13, 2024, March 20, 2024, March 27, 2024 and April 3, 2024. One response was received.

After review, staff determined that the bidder represented the lowest, responsible bid and that the bid meets the specifications required. Accordingly, staff recommends awarding a purchase agreement to Retail Motorcycle Ventures, Inc. dba BMW Motorcycles of North Dallas for the procurement of the BMW Police Motorcycle model.

The City's current purchase agreement for motorcycles will expire as of June 2024, with no options for renewal. Multiple other government agencies utilize the current contract. The current Fund Identifier (FID) provided only has a remaining budget for Fiscal Year (FY) 24 in the amount of \$81,220.98, and no additional purchases by the City in the current Fiscal Year are anticipated at this time. However, in order to prevent a lapse in the availability of a contract for other governmental entities and to ensure that there is available capacity in the event unexpected purchases are needed through the end of the current Fiscal Year, it is necessary to establish a purchase agreement in the amount of \$81,000.00 for the initial term.

Funding is budgeted in the CCPD Capital Projects Fund for the Police Department for the purpose of funding the FY24 Police Motorcycle Repl project, as appropriated.

AGREEMENT TERMS: Upon City Council approval, the initial term of this agreement shall begin on June 26, 2024 and expire September 30, 2024.

RENEWAL TERMS: This agreement may be renewed for four additional, automatic, one-year terms in an annual amount up to \$285,000.00 for each term. 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.

MWBE OFFICE: A waiver of the goal for Business Equity subcontracting 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.

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 funds are available in the current capital budget, as previously appropriated, in the CCPD Capital Projects Fund for the FY24 Police Motorcycle Repl project to support the approval of the above recommendation and award of the contract. Prior to any expenditure being incurred, the Property Management Department has the responsibility to validate the availability of funds.

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