City of Fort Worth, Texas

Mayor and Council Communication

DATE: 12/17/19 **M&C FILE NUMBER**: M&C 19-0410

LOG NAME: 13P19-0175 FLOWABLE FILL MATERIALS AND SERVICES SNB WATER

SUBJECT

Authorize an Execution of an Agreement with H & H Concrete On Demand, Inc., for Flowable Fill Materials and Services for the Water Department in an Annual Amount Up to \$730,000.00 and Authorize Five Annual Renewal Options (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize execution of an Agreement with H & H Concrete On Demand, Inc., for flowable fill materials and services for the Water department in an annual amount up to \$730,000.00 and authorize five annual renewal options.

DISCUSSION:

The Water Department approached the Purchasing Division to finalize a bid for an annual Agreement for flowable fill materials and services. The Water Department will use the flowable fill materials and services to fill needed voids with free flowing cement. In order to procure these services, Purchasing issued an Invitation to Bid (ITB). The ITB consisted of detailed specifications of various types of flowable fill routine and emergency deliveries and services.

The bid was advertised in the Fort Worth Star-Telegram on July 17, 2019, July 24, 2019, July 31, 2019, August 7, 2019 and August 14, 2019, August 21, 2019, August 28, 2019 and September 4, 2019. One hundred thirty five vendors were solicited from the purchasing vendor database system. The City received two bids.

Bids were evaluated based on the lowest bidder complying with all the provisions of the solicitation. Tarrant Concrete submitted a bid but was deemed non-responsive due to specifications not being met. Staff from the Water Department recommends awarding a one-year agreement to H & H Concrete On Demand, Inc., along with five one-year options to renew. No guarantee was made that a specific amount of these services will be purchased.

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.

A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

Upon City Council approval, the initial term shall begin upon execution of the Agreement and shall end one year from that date.

Each agreement may be renewed for up to five additional 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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the above recommendation and award of the contract, funds are available in the current operating budget, as appropriated, in the Water and Sewer Fund. Prior to any expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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