

Mayor and Council Communication

DATE: 05/05/20

M&C FILE NUMBER: M&C 20-0270

LOG NAME: 13P20-0059 ONE TON TRUCKS LSJ PMD

SUBJECT

Authorize Execution of Non-Exclusive Purchase Agreements with Jim Bass Ford Inc., Caldwell Country Chevrolet, and RRPFG, LP d/b/a Randall Reed's Prestige Ford, for One-Ton Pickup Trucks for a Combined Annual Amount Up to \$603,500.00 with five-year terms for the Property Management Department (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize execution of non-exclusive purchase agreements with Jim Bass Ford, Inc., Caldwell Country Chevrolet, and RRPFG, LP d/b/a Randall Reed's Prestige Ford for the purchase of one-ton pickup trucks for a combined annual amount up to \$603,500.00 with five-year terms for the Property Management Department.

DISCUSSION:

The Property Management Department (PMD) approached the Purchasing Division for assistance with securing agreements for one ton pickup trucks that will be used by various departments for daily tasks. Purchasing Staff issued an Invitation to Bid (ITB) that described function and capabilities required for the new trucks that will be purchased on an as-needed basis.

The bid was advertised in the Fort Worth Star-Telegram on January 15, 2020, January 22, 2020, and January 29, 2020. Eight vendors were solicited from the purchasing vendor database and three responses were received. Staff certifies that the three (3) bids received meet specifications. Staff recommends awarding non-exclusive purchase agreements to Jim Bass Ford Inc., Caldwell Country Chevrolet, and RRPFG, LP d/b/a Randall Reed's Prestige Ford for the purchase of one-ton pickup trucks for a combined annual amount up to \$603,500.00 00 with five-year terms. Awarding non-exclusive agreements ensures the ability to meet the City's need for specific vehicles for various operations.

PRICE ANALYSIS – The unit prices proposed by all vendors are not to be compared to previous purchases due to the change in specifications which allow for a broader span of vehicle configurations. No guarantee was made that a specific amount of trucks would be purchased. Purchasing staff reviewed the pricing and found pricing to be fair and reasonable and recommends awarding a five-year agreement with no renewal options.

ADMINISTRATIVE CHANGE ORDER - An administrative change order or increase may be made by the City Manager in an amount up to \$50,000.00 and does not require specific City Council approval as long as sufficient funds have been appropriated.

M/WBE OFFICE - 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 Agreements shall begin upon execution of the Agreements and will remain valid five years from that date.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current capital budgets, as appropriated, of the Solid Waste Capital Projects Fund Vehicle Replacement project, the Vehicle and Equipment Replacement Fund Park & Recreation Vehicle Replacement project, and the CCPD Capital Projects Fund High Mileage Vehicle Replacement-Vehicle project to support the approval of the above recommendation and execution of the contracts. Prior to an expenditure being incurred, the Property Management Department has the responsibility to validate the availability of funds.

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