

# Mayor and Council Communication

DATE: 09/28/21

M&C FILE NUMBER: M&C 21-0749

LOG NAME: 13P21-0168 HELICOPTER PARTS AR PD

**SUBJECT**

(ALL) Authorize Execution of Agreements with Uniflight, LLC. and RSG Aviation Incorporated for Helicopter Parts in a Combined Annual Amount Up to \$442,020.00 for the Police Department and Authorize Four One-Year Renewal Options for the Same Annual Amount

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**RECOMMENDATION:**

It is recommended that the City Council authorize agreements with Uniflight, LLC. and RSG Aviation Incorporated for helicopter parts in a combined annual amount up to \$442,020.00 for the Police Department and authorize four one-year renewal options for the same annual amount.

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**DISCUSSION:**

The Police Department approached the Purchasing Division to procure an agreement for helicopter parts and components. The agreement will be utilized to service and maintain the City of Fort Worth (City) owned helicopters that the Fort Worth Air Service Division currently operates, including a Bell Jet Rangers 206 B3 and Bell 505. In order to procure these items staff issued an invitation to bid (ITB). ITB No. 21-0168 consisted of detailed specifications regarding the vendor's responsibilities and equipment requirements. The ITB was advertised in the *Fort Worth Star-Telegram* on July 28, 2021, August 4, 2021, and August 11, 2021. The City received two bids.

Staff evaluated the bid responses and recommends awarding an one-year agreement to Uniflight, LLC. and RSG Aviation Incorporated along with four one-year options to renew. No guarantee was made that a specific amount of these items will be purchased.

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.

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 (4) 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.

BUSINESS EQUITY: A waiver of the goal for M/WBE subcontracting requirements is approved by the Office Business Diversity, in accordance with the BDE Ordinance, because the application of the purchase of good or services is from sources where subcontracting or supplier opportunities are negligible.

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are available in the current operating budget, as previously appropriated, in the General Fund to support the approval of the above recommendation and execution of the agreements. Prior to any expenditure being incurred, the Police Department has the responsibility to validate the availability of funds.

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