



Legislation Text

File #: 20-608, **Version:** 1

STRATEGIC PRIORITY: Government Performance and Financial Management
AGENDA DATE: May 27, 2020
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for trash and recycling receptacles with lids for the Park and Recreation Department - Pasco Brokerage, Inc., lowest responsible bidder of three - Estimated amount of \$455,135.50 - Financing: General Fund

BACKGROUND

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide for the purchase of trash and recycling receptacles with lids that will be used as the primary refuse repositories in and around 397 City parks. The receptacles meet current environmental quality regulations and will be provided in green and recycle blue colors to complement the aesthetics of the parks and park amenities. Through this agreement additional receptacles will be added when necessary and damaged receptacles will be replaced as needed throughout the term of the master agreement.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors. Additionally, in an effort to secure more competition, the Office of Business Diversity sent notifications to chambers of commerce and advocacy groups to ensure maximum vendor outreach.

PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)

This item has no prior action.

FISCAL INFORMATION

Fund	FY 2020	FY 2021	Future Years
General Fund	\$71,711.83	\$151,711.83	\$231,711.84

M/WBE INFORMATION

In accordance with the City's Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$455,135.50	Goods	18.00%	100.00%	\$455,135.50
<ul style="list-style-type: none"> • This contract exceeds the M/WBE goal. • Pasco Brokerage, Inc. - Non-Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> • Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements • Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BY20-00012090. We opened them on February 6, 2020. We recommend the City Council award this master agreement in its entirety to the lowest responsive and responsible bidder.

*Denotes successful bidder

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*Pasco Brokerage, Inc.	6465 Chase Oaks Boulevard Plano, TX 75023	\$455,135.50
Globe Electric Supply, Co., Inc.	10902 Roark Road Houston, TX 77099	\$419,705.00**

Nationwide Supplies, LP 2301 Executive Drive, Suite #B Non-Responsive
Garland, TX 75041

**The City has received a protest regarding this procurement which has been addressed. Please find attached the vendor protest letter and the City's response.

OWNER

Pasco Brokerage, Inc.

Kasey Hollon, President