

# **BOARD OF DIRECTORS**

## **ACTION ITEM**

**Item Number:** BA2020-49

**Meeting Date:** April 27, 2020

**Item Title:** Purchase of Support Vehicles

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### **BACKGROUND**

Fort Worth Transportation Authority (Trinity Metro) operates various support vehicles to maintain services. These vehicles are used for support and repair of fleet vehicles during road call situations, Ticket vending machines (TVM's) and maintaining our facilities and properties. A vehicle replacement plan is in place to properly plan for the replacement of vehicles that have reached their useful life.

### **FINANCING**

Funds are available in Trinity Metro's FY 2020 Capital Budget to finance this project.

### **PROCUREMENT**

Trinity Metro's Procurement Department has followed procurement policy with IFB 20-T013 and is in compliance with all applicable Federal, State, and Trinity Metro's procurement requirements.

An Invitation for Bid (IFB 20-T013) was advertised locally on Trinity Metro's website for the initial purchase of three (3) heavy duty service trucks with flatbed for cleaning city wide outdoor facilities and other daily facility maintenance tasks; one (1) heavy duty road call truck with flatbed including required service equipment installed; and three (3) commercial cargo vans used to respond to road calls and maintain Ticket vending machines. Additional features and customization as listed, will be purchased and installed as part of the delivery of the vehicles. Trinity Metro may add additional items, optional equipment or substitute items, as negotiated, with the successful proposer.

The solicitation resulted in two (2) firms responding: Sam Pack Five Star Ford and Southwest Ford. Each of the firms submitted proposals that were responsive, responsible, and complied with the proposal requirements. The proposal from Southwest Ford was determined to be fair and reasonable, based on prior historical costs, and was the lowest in pricing for (3) Ford Cargo Vans, (1) Ford Flatbed Truck, and (3) Ford Truck one ton with a total cost of \$357,990.00.

### **DBE UTILIZATION**

There were no opportunities for DBE subcontracting participation identified for this contract as support vehicles are not part of the FTA's transit vehicle manufacturers DBE requirements.

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**RECOMMENDATION**

We request that Trinity Metro Board of Directors authorize the President/Chief Executive Officer to enter into a Contract Agreement with Southwest Ford for the purchase of seven (7) support vehicles and related equipment for the total cost of \$357,990.00 with an additional contingency of 7.5% (\$27,010.00) for a total not-to-exceed cost of \$385,000.00.

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**Disposition by Board of Directors**

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Apr-29-2020

**Secretary Approval:**

**DATE**