



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 12/1/2020

ALL

Item Creation Date: 11/2/2020

S29567 - Tractors and Mowers Replacement Parts and Repair Services - MOTION

Agenda Item#: 15.

### **Background:**

**Sole Bid Received September 3, 2020 for S91-S29567- Approve an award to Cypress Lawn & Turf Equipment, Inc. in the amount not to exceed \$1,209,958.49 for Toro, Kohler, and Kawasaki tractor and mower replacement parts and repair services for the Fleet Management Department.**

### **Specific Explanation:**

The Director of the Fleet Management Department and the Chief Procurement Officer recommend that City Council approve an award to **Cypress Lawn & Turf Equipment, Inc.** on its sole bid in the amount not to exceed **\$1,209,958.49** for Toro, Kohler, and Kawasaki tractor and mower replacement parts and repair services for the Fleet Management Department. It is further requested that authorization be given to make purchases, as needed, for a **thirty-six-month period with two one-year options**. This award consists of three price lists for Toro, Kohler, and Kawasaki replacement parts which includes but is not limited to spacers, idler pulley flats, gaskets, air cleaner kits, oxygen sensors and oil seals. These parts will be used to repair tractors and mowers citywide. This award also includes a **\$120,890.00** labor component for the repair of equipment that cannot be performed by City maintenance personnel.

This project was advertised in accordance with the requirement of the State of Texas bid laws. Eleven prospective bidders downloaded the solicitation document from SPD's e-bidding website, and one bid was received. Subsequent to receipt of the bid, vendors were contacted to determine the reason for the limited response to the ITB. Potential bidders advised that they either failed to submit their bid by the deadline stipulated on the ITB or assumed the electronic bid document was sufficient and was unaware they had to send in an original bid.

### **MWBE Subcontracting:**

Zero percent goal-document approved by the Office of Business Opportunity.

### **Hire Houston First:**

The proposed award requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, **Cypress Lawn & Turf Equipment, Inc.** does not meet the requirements for HHF designation; no HHF firms were within three percent.

### **Fiscal Note:**

Funding for this item is included in the FY2021 Adopted Budget. Therefore, no Fiscal Note is required as stated in the Financial Policies.

11/21/2020

DocuSigned by:

*Jerry Adams*

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**Jerry Adams, Chief Procurement Officer**  
Finance/Strategic Procurement Division

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**Department Approval Authority Signature**

### **Estimated Spending Authority**

| Department       | FY2021       | Out Years      | Total          |
|------------------|--------------|----------------|----------------|
| Fleet Management | \$181,493.73 | \$1,028,464.76 | \$1,209,958.49 |

### **Amount of Funding:**

**\$1,209,958.49**

Fleet Management Fund

Fund No.: 1005

### **Contact Information:**

Desiree Heath SPD 832 393-8742

Ezechukwu Iwundu SPD 832 393-8752

Marchelle Cain FMD 832 393-6910

### **ATTACHMENTS:**

**Description**

S29567 - MWBE %0 Goal Doc  
S29567 - Bid Tabulation  
S29567 - Affidavit of Ownership  
S29567 - Form B  
S29567 - Financial Form A  
S29567 - Tax Report

**Type**

Backup Material  
Backup Material  
Backup Material  
Backup Material  
Financial Information  
Backup Material