



CITY COUNCIL MEMORANDUM

FROM: The Office of the City Manager **DATE:** September 11, 2023

SUBJECT: Award RFP 22-023 to Driscoll Automatic Controls Inc., for the annual purchase of uninterrupted power supply services, in the amount not to exceed \$80,348.00.

PRESENTER: Chris Amarante, Director of Facilities & Construction

SUMMARY:

City Council is being requested to award RFP 23-023 for the annual purchase of uninterrupted power supply services to Driscoll Automatic Controls Inc., in the amount not to exceed \$80,348.

GENERAL DESCRIPTION:

The City of North Richland Hills has critical infrastructure requiring uninterrupted power for operation of electrical equipment. This critical equipment is powered with several uninterrupted power supply (UPS) units. In the event of a loss of power from ONCOR these UPS's "bridge" the power loss with battery power until either ONCOR power is restored or generator power is supplied. UPS's are integral in the distribution of power to server rooms, dispatch, jail, and other critical electrical equipment. UPS's are comprised of complex components that require a service agreement with a specialized contractor to perform software upgrades, battery replacement, and emergency repairs in the event of a malfunction. The city currently has seven single phase UPS's ranging in size from 9 kVA to 18 kVA. City Hall has four, three phase UPS's, two 100 kVA and two 80 kVA systems. The current maintenance agreement with Hypertech USA Inc. will expire on September 30, 2023.

Notice of the city's intent to bid was advertised as required by state statute and posted on the city's Purchasing Department web page. Numerous contractors were contacted and requested to participate in this process. The city received two bids on July 27, 2023. The bids were not opened, and the bid date was extended to August 3, 2023. The city received bids from the same two contractors:

- Driscoll Automatic Controls Inc.
- Hypertech USA Inc.

The lowest bidder was Driscoll Automatic with a qualifying bid of \$80,348. This is a one-year agreement, with four additional options to renew for one year each. Provided that funds are appropriated in the city's annual budget for the initial term and the remaining



renewal years, and terms and conditions of the agreement do not change, the remaining renewals will not require additional City Council approval.

Driscoll Automatic Inc. has favorable history with the city providing this type of service.

RECOMMENDATION:

Award RFP 22-023 to Driscoll Automatic Controls Inc., for the annual purchase of uninterrupted power supply services, in the amount not to exceed \$80,348.00.