



CITY COUNCIL MEMORANDUM

From: The Office of the City Manager

Date: July 27, 2026

Subject: Authorize an amendment to the Cooperative Purchasing Agreement with Five Star Ford - NRH, through Tarrant County #F2024116, for the purchase of OEM Ford Service and Parts, increasing the not to exceed amount to \$195,000.

Presenter: Kenneth Garvin, Public Works Operations Manager

Summary:

The City Council is being requested to authorize an amendment to the Tarrant County #F2024116 Cooperative Purchasing Agreement with Five Star Ford - NRH, increasing the amount not to exceed amount to \$195,000. The current agreement is limited to an amount not to exceed \$99,999 through September 30, 2026. This Amendment would bring the cumulative amount to \$195,000 for the remainder of the contract term which is set to expire September 30, 2027.

General Description:

The table below identifies the current, forecasted and projected amounts per Fiscal Year:

Fiscal Year	Reporting Type	Amount	Cumulative
2025	Actual	\$50,000.00	\$50,000
2026	Forecasted	\$70,000.00	\$120,000
2027	Projected	\$75,000.00	\$195,000
Total			\$195,000

On July 16, 2024, the Tarrant County Commissioners Court awarded Bid #F2024116 for the purchase of OEM Ford Service and Parts. This Contract had an initial expiration of September 30, 2025, with two one-year renewal options expiring September 30, 2027. Fleet Services is preparing for the \$99,999 threshold to be exceeded by requesting the increase not to exceed \$195,000, throughout the remainder of this Tarrant County Contract. Therefore, we are requesting the amendment approval to continue purchasing Ford Service work and parts through the end of this contract period.



The City of North Richland Hills is a member of several inter-local groups and utilizes existing contracts with vendors through the Local Government Purchasing Cooperatives. All State competitive bidding requirements have been met. The City conducts business with Five Star Ford - NRH regularly and has consistently found favorable results.

Recommendation:

Authorize an amendment to the Cooperative Purchasing Agreement with Five Star Ford - NRH, through Tarrant County #F2024116, for the purchase of OEM Ford Service and Parts, increasing the not to exceed amount to \$195,000.