

## CITY COUNCIL MEMORANDUM

**FROM:** The Office of the City Manager    **DATE:** April 24, 2023  
**SUBJECT:** Approve Amendment No. 1 to the Cooperative Purchase Agreement with Vector Concepts, Inc., for flooring installation and material in fire station 1, fire station 4, jail booking and city hall (FC 2301), using Buy Board Contract No. 642-21, in the amount of \$68,662.10, increasing the total contract amount not to exceed \$167,500.

**PRESENTER:** Stan Tinney, Fire Chief

**SUMMARY:**

City Council is being asked to approve the purchase from Vector Concepts, Inc., for carpeting installation and material in fire station 1, fire station 4, jail booking and city hall (FC 2301) in the amount of \$68,662.10 purchased using Buy Board contract 642-21. Current expenditures under the Vector contract total \$98,764.88. This purchase will increase the total authorized expenditure amount under this contract to an amount not to exceed \$167,500.

**GENERAL DESCRIPTION:**

This project includes the carpet in fire stations 1 and 4, the gym floor in fire stations 1 and 4, the jail booking area, public safety vestibule and two entryways to the third-floor patio in city hall. Age and foot traffic in these areas require the replacement of floor coverings in these areas.

Purchases will be made under the Buy Board contract #642-21 for the carpeting using American Rescue Plan Act (ARPA) grant funds. The city requested quotes from three vendors who had current cooperative agreements and Vector Concepts was the overall low price for the project. Quotes were received from

- Vector Concepts
- Corporate Floors
- DD&F Commercial Flooring

Purchases for this project will also be made for gym flooring in fire stations 1 and 4 using a separate Buy Board contract; however, those purchases do not exceed the \$50,000 threshold and will be made through the standard City of North Richland Hills approved purchasing policies.

Vector Concepts Inc., participates in the Buy Board cooperative purchasing program. By participating in the Buy Board cooperative purchasing program, the city is meeting all



state competitive bidding requirements for this purchase. Staff has reviewed Vector Concepts pricing and believes that participation in this program would be cost-effective to the city. Funding for this project is available through the American Rescue Plan Act of 2021 (ARPA).

**RECOMMENDATION:**

Approve Amendment No. 1 to the Cooperative Purchase Agreement with Vector Concepts, Inc., for flooring installation and material in fire station 1, fire station 4, jail booking and city hall (FC 2301), using Buy Board Contract No. 642-21, in the amount of \$68,662.10, increasing the total contract amount not to exceed \$167,500.