

AGENDA



Wednesday, June 18, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**

Item No. 51

Subject: Authorize award and execution of a 36-month requirements supply contract with D.F. SALES, Channelview, TX, for the purchase of bench stock parts for the Fleet Services in an estimated amount not to exceed \$204,913, with three 12-month extension options in an estimated amount not to exceed \$75,246 for the first extension option, \$79,008 for the second extension option, and \$82,959 for the third extension option, for a total estimated contract amount not to exceed \$442,126.

Amount and Source of Funding: Funding in the amount of \$22,768 is available in the Fiscal Year 2007-2008 Operating Budget of the Financial and Administrative Services Department, Fleet Fund. Funding for the remaining 32 months of the original contract period and extension options is contingent upon available funding in future budgets.

Fiscal Note: There is no unanticipated fiscal impact. A fiscal note is not required.

For More Information: Steve Cocke, Buyer II/974-2003

Purchasing Language: Lowest bid of two bids received.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9D of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.

This contract is for the purchase of bench stock to support the daily operations of general routine repair and maintenance services at 12 of the Fleet Service Centers. The contractor will provide weekly site visits to check inventory and replenish stock on an as needed basis.

Bench stock includes items such as nuts, bolts, washers, springs, cotter pins, etc. This contract is necessary to support the automotive and equipment fleet service centers with a reliable and continuous source of supply to purchase these parts.

MBE/WBE Solicited: 0/0

MBE/WBE Bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Eleven notices were sent. There are no known MBE/WBEs available for this commodity. Two bids were received.
- c. The pricing offered represents no change from the last contract award in October 2004.

APPROVAL JUSTIFICATION

- a. Lowest bid received. D.F. Sales is the current provider of these parts.
- b. The Purchasing Office concurs with the Fleet Department's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.