

AGENDA



Thursday, November 6, 2008

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 40

Subject: Authorize award and execution of a 36-month requirements service contract with RIATA FORD, Manor, TX, for repair services for Ford light duty vehicles in an estimated amount not to exceed \$315,250, with three 12-month extension options in estimated amounts not to exceed \$115,763 for the first extension option, \$121,551 for the second extension option, and \$127,630 for the third extension option, for a total estimated contract amount not to exceed \$680,194.

Amount and Source of Funding: Funding in the amount of \$100,000 is available in the Fiscal Year 2008-2009 Operating Budget of the Financial and Administrative Services Department, Fleet Fund. Funding for the remaining 24 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/512-974-2003

Purchasing Language: Lowest bid of four 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 will provide repair services needed to complete repairs for City-owned Ford light duty vehicles. The contractor will provide repair service, and as needed, repair parts for Ford light duty vehicles. The repair service contract is intended to be used to supplement the Ford light duty repairs performed by the City's mechanics in the Fleet Service Centers. The City currently has 931 Ford manufactured vehicles in the Fleet inventory. This contract is necessary to support the automotive and equipment fleet service centers with a reliable and continuous repair source.

MBE/WBE solicited: 0/0

MBE/WBE bid: 0/0

PRICE ANALYSIS

- a. Adequate competition.
- b. Sixty-eight notices were sent. There are no known MBE/WBEs available for this commodity. Four bids were received.
- c. The pricing offered reflects a 23% increase in parts and a 13% decrease in labor from the last contract award in June 2004. The increase in parts can be attributed to the rise in cost for steel, petroleum-based products, and transportation.

APPROVAL JUSTIFICATION

- a. Lowest bid received. Riata Ford is not the current provider of these services.
- b. The Purchasing Office concurs with the Fleet Services Division's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.