

AGENDA



Thursday, October 1, 2009

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION****Item No. 30**

Subject: Authorize award and execution of a 36-month requirements service/supply contract with BALAR EQUIPMENT CO., Houston, TX to provide repair services and captive repair parts for Vac-Con sewer cleaners in an estimated amount not to exceed \$509,600, with three 12-month extension options in estimated amounts not to exceed \$241,920 for the first extension option, \$290,304 for the second extension option, and \$348,364 for the third extension option, for a total estimated contract amount not to exceed \$1,390,188.

Amount and Source of Funding: Funding in the amount of \$140,000 is available in the Fiscal Year 2009-2010 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: Sharon Patterson, Senior Buyer, 972-4014

Purchasing Language: Single Source.

MBE/WBE: This contract will be awarded in compliance with Chapter 2-9C 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 and captive repair parts for the City's fleet of Vac-Con sewer cleaners on an as-needed basis. The repair services will be used to supplement the repairs performed by the Fleet mechanics at the Fleet Service Centers. The captive repair parts will be used by the Fleet mechanics and vehicle technicians for the daily operations of general routine repair and maintenance services for Vac-Con sewer cleaners.

The City currently operates four Vac-Con sewer cleaners. This contract is necessary to support Fleet Services by providing a reliable and continuous source of supply to purchase repair services and captive repair parts for those sewer cleaners. Fleet Services estimates expenditures of \$70,000 for repair services and \$70,000 for captive repair parts for the first 12 months of this contract.

This is a single source procurement since Balar Equipment Co. is the only dealer authorized to provide equipment repairs and parts for Vac-Con sewer equipment in Texas.