

AGENDA



Thursday, May 13, 2010

**Purchasing Office
RECOMMENDATION FOR COUNCIL ACTION**
Item No. 24

Subject: Authorize award and execution of a 36-month requirements supply contract with COVERT CHEVROLET-OLDSMOBILE, Bastrop, TX to provide captive repair parts and repair services for Chevrolet sedans and light-duty vehicles in an estimated amount not to exceed \$436,800, with three 12-month extension options in estimated amounts not to exceed \$207,360 for the first extension option, \$248,832 for the second extension option, and \$298,598 for the third extension option, for a total estimated contract amount not to exceed \$1,191,590.

Amount and Source of Funding: Funding in the amount of \$40,000 is available in the Fiscal Year 2009-2010 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: Sharon Patterson, Senior Buyer/972-4014

Purchasing Language: Lowest bid meeting specification 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 is for the supply of captive repair parts used by the Fleet mechanics for preventative maintenance and repairs of City-owned Chevrolet sedans and light-duty vehicles.

The Contractor will also provide repair services on an as-needed basis. The repair services will be used to supplement the Chevrolet repairs performed by the Fleet mechanics at the Fleet Service Centers.

The reliable supply of captive repair parts and repair services is necessary to ensure the continuity of fleet services to City departments. MBE/WBE solicited: 1/1 MBE/WBE bid: 0/0 PRICE ANALYSIS

- a. Adequate competition.
- b. Forty-seven notices were sent, including one MBE and one WBE. Four bids were received, with no response from the MBE/WBEs.
- c. The pricing offered represents a 3% increase to the last contract award in December 2004.

APPROVAL JUSTIFICATION

- a. Lowest bid received meeting specifications. Covert Chevrolet-Oldsmobile is the current provider of these parts and labor.
- b. The Purchasing Office concurs with the Fleet Services Division's recommended award.
- c. Advertised in the Austin American-Statesman and on the Internet.